



CITY OF VINCENT

AGENDA

Council Briefing

14 May 2024

Time: 6.00pm
**Location: E-Meeting and at the Administration
and Civic Centre,
244 Vincent Street, Leederville**

**David MacLennan
Chief Executive Officer**

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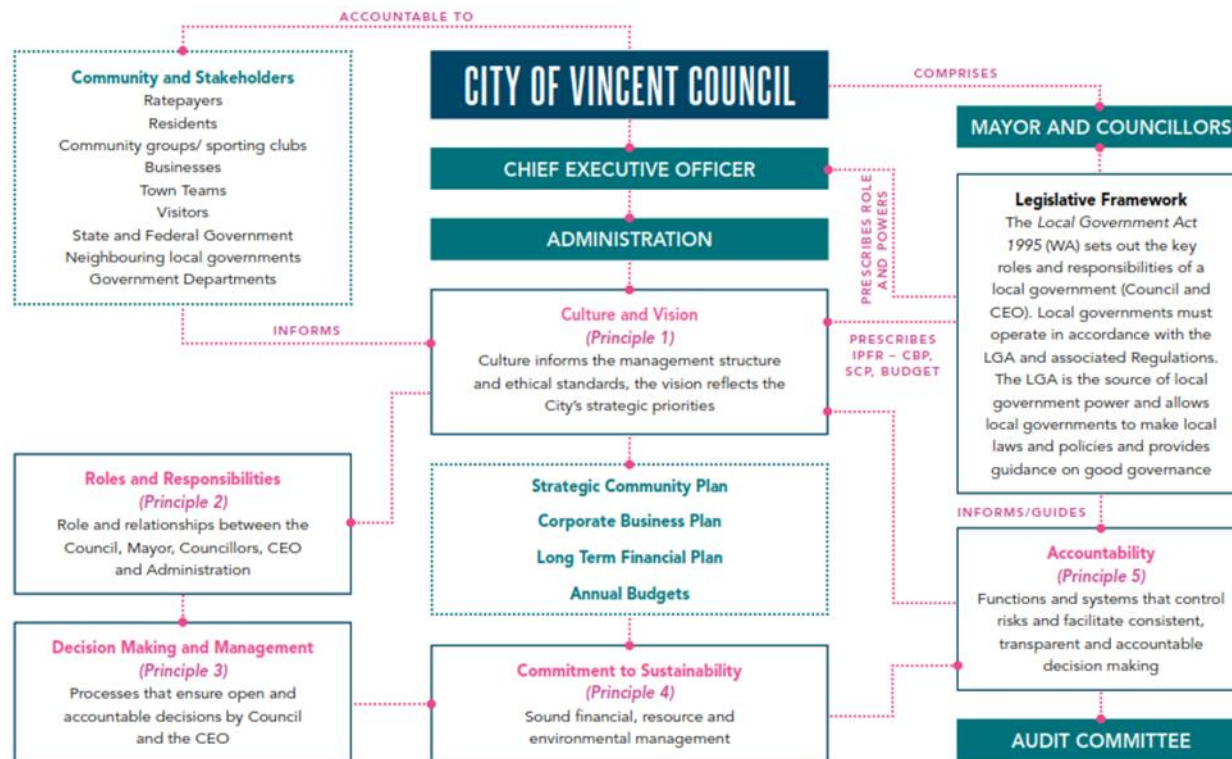
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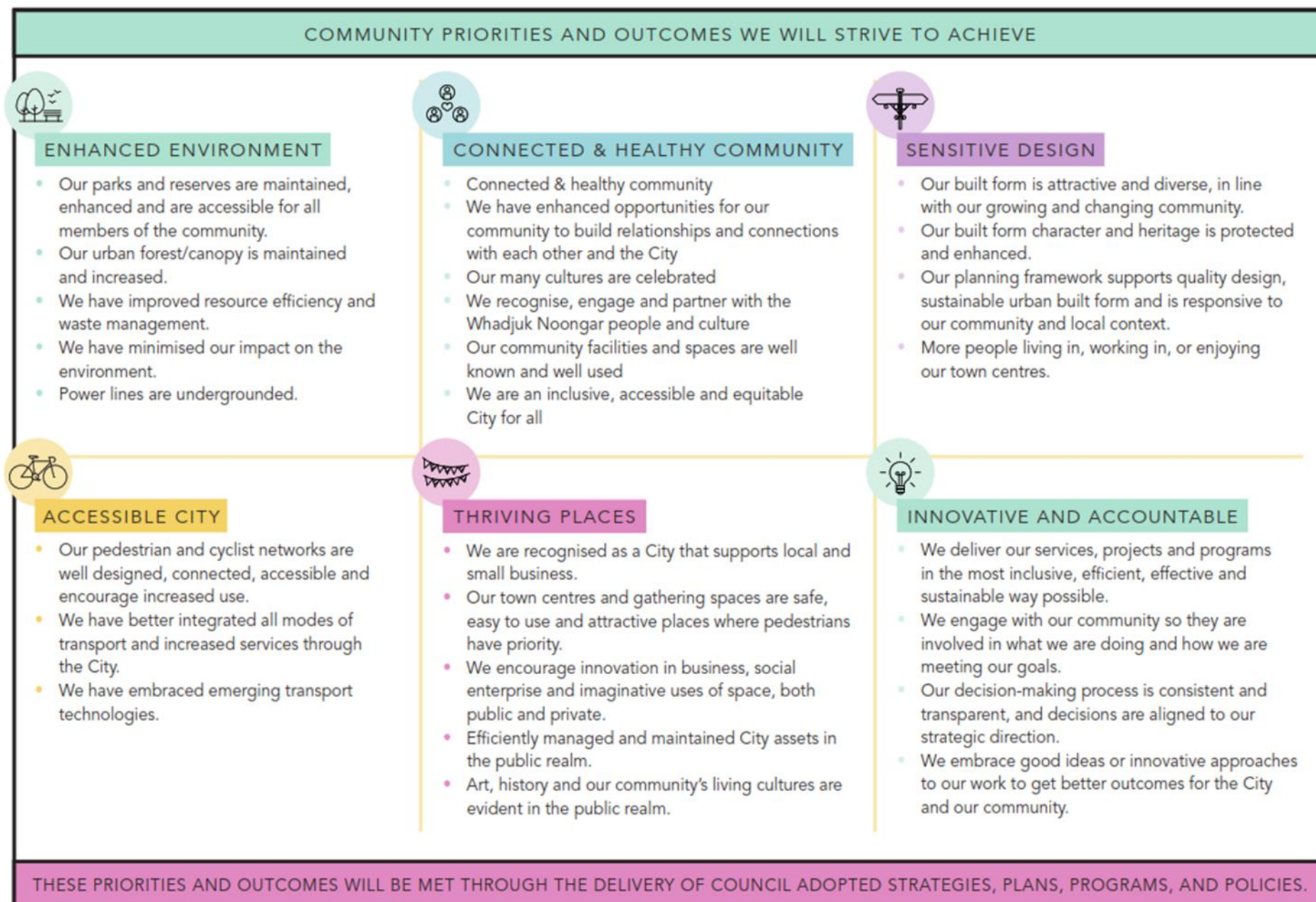
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CITY OF VINCENT GOVERNANCE FRAMEWORK 2020 OVERVIEW





1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS










4 DECLARATIONS OF INTEREST

5 STRATEGY & DEVELOPMENT

5.1 NOS. 148-158 (LOT: 600; D/P: 47025) SCARBOROUGH BEACH ROAD, MOUNT HAWTHORN - PROPOSED ALFRESCO STRUCTURE TO RESTAURANT/CAFE (AMENDMENT TO APPROVED)

Ward: North

Attachments:

1. Consultation and Location Plan [↓](#) 
2. Development Plans [↓](#) 
3. Applicant Justification [↓](#) 
4. 2018 Determination and Approved Plans [↓](#) 
5. 2019 Approved Building Permit Plans [↓](#) 
6. Summary of Submissions - Administration Response [↓](#) 
7. Summary of Submissions - Applicant Response [↓](#) 
8. Administration Response to Design Review Panel Comments [↓](#) 
9. Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provision of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Alterations and Additions to Restaurant/Café (Amendment to Approved) at Nos. 148 – 158 (Lot: 600; D/P: 47025) Scarborough Beach Road, Mount Hawthorn, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 9:

1. This approval is for the alfresco structure and alfresco blinds as shown on the approved plans dated 22 September 2023;
2. This approval for the alfresco structure and alfresco blinds is valid for a period of five years, from 7 November 2023 until 6 November 2028. The alfresco structure and alfresco blinds are to be removed and the site made good on 7 November 2028 to the satisfaction of the City, unless a further development approval has been obtained;
3. Only the alfresco structure and alfresco blinds as shown on the approved plans, shall be located within the road reserve area. All amendments to the alfresco structure or alfresco blinds require further development approval from the City;
4. The alfresco structure shall be open for public use outside the approved operating hours of the adjacent Restaurant/Café premises, to the satisfaction of the City;
5. The alfresco blinds shall be maintained to a high quality and shall always remain visually permeable in appearance, so as to allow views inside the alfresco area and enable internal light sources to be seen from the street, to the satisfaction of the City;
6. The alfresco blinds shall only be used during inclement weather and shall sit in an open position outside of operating hours, to the satisfaction of the City;
7. Stormwater from all roofed and paved areas within the licenced area shall be collected and contained within the licenced area. Stormwater must not affect or be allowed to flow onto or into any other property or part of the road reserve;
8. Landscaping shall be maintained to a high standard within approved planter boxes at all times, to the satisfaction of City;
9. At all times the pedestrian thoroughfare between the alfresco structure and Nos. 148-158 Scarborough Beach Road shall be kept clear of obstructions and shall allow for unimpeded pedestrian movement, to the satisfaction of the City.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for Additions to Restaurant/Café (Amendment to Approved) at Nos. 148–158 Scarborough Beach Road, Mount Hawthorn (the subject site).

The proposal relates to an existing alfresco structure and alfresco blinds located within the road reserve adjacent to the Spritz Spizzicheria restaurant (Spritz).

The alfresco structure and alfresco blinds were first approved on 6 November 2018 under delegated authority. The approval was time limited to a period of five years and has since lapsed on 6 November 2023.

At the Ordinary Council Meeting held on 12 December 2023, Council resolved to grant a licence to Spritz to use of a portion of the Scarborough Beach Road reserve for outdoor dining.

The proposed development application seeks to extend the development approval for the structure by amending the time limited condition of approval. This would approve the existing alfresco structure and alfresco blinds to remain in their current form and location until 6 November 2028. This timeframe would align with Council's approval at Ordinary Council Meeting held on 12 December 2023 to grant a licence to Spritz for use of a portion of the Scarborough Beach Road reserve for a five-year term.

The application has been assessed against Clause 67 – matters to be considered by local government under the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2. Matters relevant to this application include objectives of the City's Local Planning Scheme, the compatibility of the proposal within the context of the locality, community submissions and the Vibrant Public Spaces Policy.

The proposed development is supported as it enhances the City's public realm and provides amenity and activation to the road reserve. Being constructed and operational for over five years, the structure also contributes to the local identity of the area. The alfresco structure and alfresco blinds are appropriate having regard to the previous approvals, proven management of the alfresco blinds as well as the subject site's western orientation.

PROPOSAL:

The alfresco structure was originally approved on 6 November 2018 with a five-year approval timeframe, which expired on 6 November 2023. A copy of the previous development approval is included as **Attachment 4**.

The proposed development application seeks to amend the term of approval for the structure, as referenced in Condition 2 of the previous approval, detailed below:

2. *This approval for the alfresco 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 alfresco 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 application seeks to retain the existing alfresco structure and alfresco blinds in their current form and location until 6 November 2028.

The built form of the existing alfresco structure is summarised as follows:

- The alfresco structure measures 13 metres by 3.9 metres, covering a total area of 47.7 square metres.
- The alfresco structure includes a dining area, fixed seating, lighting, heat lamps, external planter boxes, and signage.
- The alfresco structure also includes dual motorised alfresco blinds to the east, south and west elevations. The dual system features two types of blinds which are clear plastic blinds and visually permeable woven mesh blinds. The clear blinds have been approved by the City. The woven mesh blind have not been approved by the City and are unauthorised development.

Although not requested by the Applicant, Administration has proposed amendments to other conditions of approval. This is because several previous conditions of development approval have now been transferred to the approved License that has been granted, and these can now be removed from the development approval. The proposed amendments result in conditions of approval that only relate to the structure at the subject site. This is considered further below.

The proposed Development Plans are included as **Attachment 2**, and the Applicant's justification and planning report are included as **Attachment 3**.

DELEGATION:

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

This is because the delegation does not extend for applications for development approvals that propose permanent structures on City owned or managed land, except where:

- a) The structure is an awning, or
- b) The structure is for a ground anchor; or
- c) The structure is for an encroachment which:
 - i) is an architectural feature and does not encroach by greater than 250 millimetres; or
 - j) is a window or shutter that encroaches on a road or public space by no more than 50 millimetres when open and is at least 2.75 metres above the ground level.

The above condition of delegation was introduced in June 2021. The previous planning approval did not require Council determination as Administration had delegated authority to determine development applications on City owned and managed land.

BACKGROUND:

Landowner:	State of Western Australia (Road Reserve) The City has care, control, and management of this road reserve by virtue of Section 55 of the <i>Land Administration Act 1997</i> .
Applicant:	PLAN.
Client:	Spritz Spizzicheria
Date of Application:	21 September 2023
Zoning:	MRS: Urban LPS2: Zone: No Zone - Road Reserve R Code: N/A Built Form Area: N/A
Built Form Area:	N/A
Existing Land Use:	Road Reserve
Proposed Use Class:	Alfresco
Lot Area:	N/A
Right of Way (ROW):	N/A
Heritage List:	N/A

Site Context

The alfresco structure and alfresco blinds are located in the portion of road reserve adjacent to the Spritz tenancy at No. 148 Scarborough Beach Road (subject site).

The alfresco structure and alfresco blinds are not located within zoned or reserved land under the City's Local Planning Scheme No. 2 (LPS2). The alfresco structure and alfresco blinds are located on City managed unzoned land, which is dedicated for use as a road in accordance with Section 55 of the *Land Administration Act 1997*. This means that the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and the Residential Design Codes do not apply to the structure.

All premises adjacent to the alfresco structure are zoned District Centre under LPS2 and are within the Town Centre Built Form Area under the City's Built Form Policy.

The subject site and surrounding context are within the Mount Hawthorn Town Centre, which consists of a range of commercial, retail, entertainment and residential land uses that operate during the day and at night. The built form is characterised by low rise commercial development built up to street boundary with active ground floor frontages and awnings extending over pedestrian footpaths. Historical buildings are between one and two storeys height, with more recent developments increasing building height to between three and four storeys.

There are a number of existing alfresco areas located within the Mount Hawthorn Town Centre that include parklet structures, seating, umbrellas, alfresco blinds and landscaping.

The following structures are located within the road reserve of Scarborough Beach Road within the Mount Hawthorn Town Centre context:

- No. 141 Scarborough Beach Road – Permanent Outdoor seating adjacent to Paddington Ale House. The alfresco area features affixed eating area furniture including tables, seating umbrellas and low fencing.
- No. 148 Scarborough Beach Road – Permanent outdoor seating adjacent to Bar & Eats and Lucy Luu. This outdoor eating area features six large benches, umbrellas and planter boxes.
- No. 178 Scarborough Beach Road – Parklet adjacent to Leaf & Bean. This parklet includes wood balustrades, bench seating, two fixed tables and planter boxes. The structure is 7 metres in length and 2.5 metres in width, is unroofed, and occupies one car parking bay.
- No. 163 Scarborough Beach Road – Parklet adjacent to Maison Saint Honore Café. This parklet includes wood balustrades, bench seating, two fixed tables, planter boxes and a permeable roof. The structure is 7 metres in length and 2.5 metres in width and occupies one car parking bay.

Approval History

Planning Approval

On 6 November 2018, Administration granted development approval for an application to construct the alfresco structure and alfresco blinds, subject to conditions. The decision was made by Administration under Delegated Authority.

The development approval was issued for a term of 5 years from 6 November 2018 and included approval for both the alfresco structure and a grant of a licence to the operator of Spritz to use the portion of the Scarborough Beach Road reserve. The previous development approval including the approved Development Plans and Determination Notice are provided in **Attachment 4**.

At the time of the planning approval, the City did not have any policies to guide development located in road reservations.

Building Permit

On 30 January 2019, the City received an application for building permit to construct the alfresco structure and alfresco blinds. The building permit plans included changes to the design of the structure to what was approved under the development application. The changes are summarised as follows:

- Changes to location of structural columns;
- Inclusion of orange Alucobond feature beams to the east, south and western elevations;
- Inclusion of illuminated signage to the southern elevation;
- Fixed bench seating to exterior of east elevation;
- Changes to internal seating layout, including bench seats;
- Changes to the location of planter boxes; and
- Further detailed annotations of the proposed motorised alfresco blinds. Detailed drawings and annotations indicated that there would be only one set of transparent blinds.

The City issued a building permit for the alfresco structure on 25 February 2019 which accepted the above proposed changes. The approved building plans are provided in **Attachment 5**. The City has based its assessment of this application for development approval on the approved building permit plans which have been provided by the applicant and are included as the development plans in **Attachment 2**.

The structure was constructed in late 2019 in accordance with the Building Permit approved plans with exception of a modification made to the alfresco blinds as detailed in the below section.

Alfresco blinds

At the time of the previous development approval, alfresco blinds proposed to be located within licensed outdoor eating areas were exempt from obtaining development approval. This was in accordance with the City's [Policy No. 7.5.1 – Amended Minor Nature Development Policy](#). This policy has since been revoked and replaced with the City's Planning Exemptions Policy, which does not provide any planning exemptions for alfresco blinds.

The alfresco blinds were supported through the previous development approval as they were visually transparent and would be rolled up at the close of business each day.

The previous development approval issued conditions of approval for the installation of clear plastic alfresco blinds to the eastern, southern and western elevations of the alfresco structure. The following conditions of approval were applied to the previous planning approval regarding the alfresco blinds:

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.*

The building permit plans approved the installation of Ziptrak alfresco blinds to these elevations. This was shown as "typical café blinds" on the plans, noting there was only one set of blinds shown.

The applicant subsequently constructed the alfresco blinds using a dual blind system which included both clear plastic blinds as well as the woven mesh blinds in a black colour. The dual system was not shown on the planning approval or building permit and are therefore unauthorised.

With regard to the planning approval plans and abovementioned conditions of planning approval, the black woven mesh blinds are the unauthorised portion of the proposal.

The below figures show the as-constructed alfresco structure, including the appearance of both the clear and woven mesh alfresco blinds. Additional images of the structures are included in **Attachment 3**.



Figure 1 – Alfresco Structure from the south & with a section of clear blinds in use



Figure 2 – Alfresco Structure as viewed from the west with a section of the woven mesh blinds in use



Figure 3 – Internal view facing west, showing clear plastic blinds and woven mesh blinds in use

Licence

At the Ordinary Council Meeting held on [12 December 2023](#), Council approved the grant of a licence to Spritz. The term of approval approved was for five years, which expires 6 November 2028.

The purpose of the licence is to permit Spritz to use 48 square metres of the Scarborough Beach Road Reserve verge area for the use of outdoor dining, which is City managed land. The term of approval is for five years.

The license sets out conditions of the use of the land including fees, insurance, indemnity, maintenance and access. The licence only relates to the permitted use of the land. It does not set out what structures can be located within the area.

Development of structures within the licence area are instead managed through the development approval process. The purpose of development approval is to consider and assess the appropriateness of any proposed structures located within the licence area, having regard to the built form, amenity impact and community input.

The 2018 development approval for the alfresco structure included conditions which licenced the use of the City's managed land to Spritz. The conditions were transferred to the terms of approval for the License.

Administration has proposed to delete previous conditions Nos. 8, 9, 10, 11, 12, 13 and 14 of the previous planning approval. These conditions relate to the licence agreement which has already been addressed in a separate process. Deletion of these conditions would ensure that this current development approval relates only to the alfresco structure and alfresco blinds.

DETAILS:

Summary Assessment

In considering an application for development approval located within the Scarborough Beach Road reservation, due regard must be given to relevant matters as stipulated under Clause 67 – Matters to be Considered by Local Government of the Deemed Provisions.

The table below summarises the planning assessment of the proposal against Clause 67(2) and the provisions of LPS2.

There are no State planning policies in operation which relate to the structures located on road reserves.

The City's [Vibrant Public Places Policy](#) adopted by Council in 21 June 2022 applies to the proposed development as the policy manages development on City owned and managed land, including in road reserves.

The policy is not a local planning policy because it was adopted under the *Local Government Act 1995*. Administration has given it due regard to the VPSP in accordance with Clause 67 (zb) of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Deemed Provisions), which requires consideration be given to planning matters which the local government considers appropriate. This is because VPSP relates to structures located on City owned or managed land,

Consideration against the above planning framework has been undertaken below:

Clause 67 – Matters to be Considered	
Matter	Administration Comment
(a) The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area.	<p>The application would be consistent with the aims of LPS2 which include:</p> <ul style="list-style-type: none"> To promote the development of a sense of local community; and To achieve high quality urban design outcomes for public areas. <p>This is because the alfresco structure contributes to the streetscape, sense of place and built form within the Mount Hawthorn Town Centre area as considered further in the Comments section below.</p>
(b) The requirements of orderly and proper planning including any proposed local planning scheme or amendment to this Scheme that has been advertised under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> or any other proposed planning instrument that the local government is seriously considering adopting or approving.	<p>The suitability of the development has been assessed having regard to the relevant scheme requirements, the relevant planning framework, and the impact of the development on the area, consistent with the principles of orderly and proper planning.</p> <p>There are no draft planning instruments relevant to this application.</p>

Clause 67 – Matters to be Considered	
Matter	Administration Comment
(g) Any local planning policy for the Scheme area.	An assessment against the City's relevant local planning policies is discussed further in Administration's comments below.
(k) the built heritage conservation of any place that is of cultural significance.	The alfresco structure does not obscure or restrict views to the prominent architectural features of the adjacent heritage listed place to the south-east at No. 141 Scarborough Beach Road.
(m) The compatibility of the development with its setting including – (i) The compatibility of the development with the desired future character of its setting. (ii) The relationship of the development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.	The alfresco structure was constructed in late 2019 and has since formed part of the built form that establishes the area's local character. The alfresco structure does not have an adverse visual impact on the adjoining lots because of its scale, design, and visual permeability. This is considered further in the Comments section below.
(n) The amenity of the locality including the following – (i) environmental impacts of the development; (ii) the character of the locality; (iii) social impacts of the development.	As the alfresco structure has already been constructed, approval of this development application would not pose any new environmental impact to the locality. Since construction in late 2019, the alfresco structure has contributed to the character of the locality and streetscape. The alfresco structure has a positive social impact on the locality because it activates the road reserve, attracts people to the locality and assists in providing street surveillance to Scarborough Beach Road. This is considered further in the Comments section below.
(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved.	The alfresco structure includes provision for planter boxes as shown in Attachment 2 . Landscaping within these planter boxes is mature and healthy. The application does not propose removal of street trees or any other vegetation.
(s) the adequacy of – (i) the proposed means of access to and egress from the site; and (ii) arrangements for the loading, unloading, manoeuvring, and parking of vehicles.	The application does not propose any change to the existing site access arrangements. The application would not result in any additional traffic being generated at the subject site, as it relates to the structure only and not the use of the area for seating associated with Spritz. This is considered further in the Comments section below.
(u) the availability and adequacy for the development of the following – (i) public transport services; (ii) public utility services; (iii) storage, management and collection of waste; (iv) access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities); (v) access by older people and people with disability.	The application would not impact availability and adequacy of public transport, utility and waste services. As the structure has been in place since late 2019, the application would not introduce any new mobility or access impedances to the road reserve. The structure is located so as to meet the minimum width of pavement required to be clear of development for a public path at 1.5 metres. This is considered further in the Comments section below.

Clause 67 – Matters to be Considered	
Matter	Administration Comment
(w) The history of a site where the development is to be located.	Consistency in decision-making is an important planning principle in considering requests for extensions to time limited approvals. This includes whether or not the proposed development is substantially the same as that previously considered, and whether there has been any significant change in the planning framework for the area. This is considered further in the Comments section below.
(y) Any submissions received on the application.	143 submissions were received on the application, following the conclusion of the community consultation period. This included 137 submissions in support, 5 in objection and 1 neither supporting nor objecting but raising concerns. A summary of the submissions received including Administration's response to each comment is included as Attachment 7 . All comments provided in the submissions have been considered as part of Administration's assessment of this application, as discussed in the Comments section.
(zb) any other planning consideration the local government considered appropriate.	The proposal has been assessed against the Vibrant Public Spaces policy because it is located on City owned or managed land. This is considered further in the Comments section below.
(zc) any advice of the Design Advisory Committee.	The proposal was not referred to the Design Review Panel as part of the initial 2018 development application, but was undertaken as part of this proposal, discussed below.

Local Planning Policy: Signs and Advertising

The signage on the structure was approved as part of the 2019 Building Permit. Administration has conducted a reassessment of the signage against the [Local Planning Policy: Signs and Advertising](#). The signage meets all relevant deemed-to-comply standards and objectives of the policy.

Vibrant Public Spaces Policy

At the Ordinary Council Meeting on [21 June 2022](#), Council approved the adoption of [the Vibrant Public Spaces Policy](#) (VPSP). The purpose of the VPSP is to provide guidance on the permissibility, requirements and management responsibility for structures located on City owned and managed land.

Due regard for the VPSP is required accordance with Clause 67(zb) of the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Deemed Provisions). Clause 67(zb) requires consideration be given to planning matters which the local government considers appropriate.

In considering the proposal against the VPSP, the alfresco structure meets the definition of *eatlet*, which 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.

To obtain approval under the VPSP, an Eatlet must meet the specified design requirements. Based on the date of adoption of the policy, the existing alfresco structure was not designed in accordance with the design requirements provided within the VPSP. The structure does not meet the following Eatlet design requirements:

- Alfresco blinds are not permitted. The structure includes clear and woven mesh blinds.
- A minimum of 15% of the total parklet area shall consist of planting area. The structure currently provides 7.5% of the total area for planting.
- Business logos, advertising and branding signs are prohibited. The structure includes existing south-facing signage with the name of the business.
- Eatlets shall be offset from other structures a minimum of 750mm at each end to allow for a 1500mm pedestrian thoroughfare to access the road.

As the structure does not meet the Design Requirements for an Eatlet or any other type of vibrant space under the VPSP, it is required to be assessed as an “Other Proposal”, which requires Development Approval.

The acceptability of ‘Other Proposals’ is determined through an assessment against the [policy objectives](#) and [design objectives](#). Proposals which demonstrate that they achieve policy objectives and design objectives shall be progressed through the development approval process.

An assessment of the proposal against the VPSP has been undertaken in the Officer Comments section of the report.

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the [Planning and Development \(Local Planning Schemes\) Regulations 2015](#) and the City’s [Community and Stakeholder Engagement Policy](#) for a period of 28 days, from 12 February 2024 to 11 March 2024.

The method of consultation included a notice on the City’s website, a notice in *The Perth Voice* newspaper, a sign erected on site and 506 letters mailed to owners and occupiers of properties within a 200-metre radius of the subject site as shown in **Attachment 1**, in accordance with the City’s Community and Stakeholder Engagement Policy.

At the conclusion of consultation period the City received 143 submissions, which included:

- 137 submissions in support;
- 5 submissions in objection; and
- 1 submission that was neither in support nor objection but raised concerns.

The key comments received in support are summarised as follows:

- The structure positively contributes to the local character and streetscape of the Mount Hawthorn town centre.
- The structure has formed a strong communal hub for local families and patrons of the business;
- The structure adds vibrancy, amenity, and liveliness to the locality; and
- The restaurant attracts people to the area.

The key concerns raised are summarised as follows:

- Usage of the alfresco structure by patrons and staff impacts mobility of pedestrians due to the narrowness of the footpath between the alfresco structure and shop front.
- The alfresco structure is out of character with the outdoor parklets approved elsewhere within the City of Vincent.
- The structure is in line with the kerb and could obstruct the view between pedestrians and oncoming traffic.

A summary of submissions received during the consultation period along with responses from Administration is provided in **Attachment 6**. The Applicant has also provided a response to submissions which is included as **Attachment 7**.

Design Review Panel (DRP):

Referred to DRP: Yes

The original planning application approved in 2018 was not referred to the DRP for comment. As detailed earlier, the built form outcome is not proposed to change since the previous approvals, except for the woven mesh blinds.

To ensure due process is followed, and because the structure located in a prominent location within the public realm, the proposal was referred to the City's DRP Chairperson for comment. The referral related to the development plans as shown in **Attachment 2**.

The DRP Member provided the following comments in respect to the positive aspects of the proposal:

- The alfresco structure includes planters with soft planting which contributes to the streetscape.
- The alfresco structure provides functional space to the adjoining business.

The DRP Member provided the following comments in respect to the aspects of the proposal that are not supported:

- The visual bulk of the structure is dominant within the streetscape and lacks a sense of openness.
- The design language, form, materiality and colours don't appear to draw from, reference, interpret or sit within the local area's unique character and context comfortably.
- The structure impacts negatively on the adjoining building's streetscape interface as well as interactivity by enclosing a public footpath blocking the visibility and legibility of adjoining shopfront.
- The signage is out of context and is prominent.
- The alfresco blinds generate an inactive streetscape when closed and reduces passive surveillance.
- The structure restricts pedestrian movement on a public footpath to a very narrow and enclosed zone.

A summary of the outstanding DRP Chairperson comments and Administration's response to these are included in **Attachment 8** and is discussed in the Comments section of this report.

LEGAL/POLICY:

- *Planning and Development Act 2005;*
- *Land Administration Act 1997;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- Community and Stakeholder Engagement Policy; and
- Vibrant Public Spaces Policy.

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.

A precedence for the built form of alfresco structures on City owned and managed land would not be set by determining the application in accordance with the officer recommendation which is to approve. This is because of the unique circumstance of the proposal, whereby it has received historical development approval and existed prior to the endorsement of the VPSP.

All new development proposals for structures on City owned or managed land would be assessed against are to be designed in accordance with the development objectives of the VPSP and would be considered based on the individual circumstances of the application. The specific circumstances of this application would not apply.

STRATEGIC IMPLICATIONS:

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

Thriving Places

Out 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.

SUSTAINABILITY IMPLICATIONS:

There are no sustainability implications for this proposal. This is because the structure is already constructed and operational.

PUBLIC HEALTH IMPLICATIONS:

This report does not have any implications on the priority health outcomes of the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications from this report.

COMMENTS:Summary Assessment

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

- The alfresco structure has been in place and operated as an alfresco dining area for Spritz for five years.
- The alfresco structure would continue to contribute to the diversity and activation of the existing Scarborough Beach Road streetscape by adding visual interest through its unique contemporary design.
- The alfresco structure is highly utilised by the community and as a result contributes to the local identity and sense of place within the Mount Hawthorn town centre.
- The alfresco structure provides public surveillance through its visually permeable and unenclosed design.
- Since the commenced operation of the alfresco, the applicant has demonstrated that the alfresco blinds can be managed appropriately to ensure visual permeability and engagement with the streetscape.

Administration Comments

In determining the application, the City is required to consider the extent that the proposal satisfies the relevant matters to be considered under Clause 67(2) of the LPS Regulations and the objectives of the VPSP.

Planning and Development (Local Planning Schemes) Regulations 2015

Assessment of the proposed permanent alfresco structure located in the road reserve against relevant matters of Clause 67(2) of the Deemed Provisions is provided below:

- Surveillance and Activation: The unenclosed design of the structure maintains surveillance between the alfresco dining area and the street. Solid planter structures are provided to a maximum height of 0.7 metre height with all other sections of the elevations being visually permeable in design, due to clear glass balustrades. This unenclosed design does not obstruct pedestrian views between the alfresco and the street or adjacent shopfronts, while also reducing impacts of building bulk. Overall, the alfresco increases activation to Scarborough Beach Road and the design of the structure does not negatively restrict this.
- Contribution to High-Amenity: The alfresco structure contributes to the amenity of the Mount Hawthorn Town Centre because it provides an outdoor area for community members to gather, dine and socialise. The design of the structure, which includes a motorised louvred roof, allows the alfresco space to be used at all times of the year, providing vibrancy and activation to the road reserve. The structure's contribution to the vibrancy of the locality was noted as a common theme in community submissions received by the City.
- Streetscape Contribution: For almost five years, the structure has been contributing to Mount Hawthorn Town Centre's sense of place through its facilitation of alfresco dining for local residents. The increased area for outdoor dining throughout the year brings increased people to the street and increases activation. The structure would be publicly accessible when the restaurant is not in operation, which forms a recommended condition of approval.
- Landscape Contribution: The proposal has successfully integrated landscaping to the design, through the retention of adjacent verge trees and the provision of landscaping on each elevation of the structure. Planter boxes provided to the external elevations soften the built form when viewed from the street and surrounding context. Since its construction, landscaping has matured and has been maintained to a high standard, enhancing the green outcome to Scarborough Beach Road. A new condition of development approval is recommended requiring ongoing care of the landscaping to ensure this outcome is maintained.
- Pedestrian Movement and Access: The City received submissions during the community consultation period that raised concerns regarding pedestrian mobility of the thoroughfare between the alfresco structure and shopfront. The submissions cited that due to the space being occupied by patrons and staff of Spritz, footpath mobility was hindered. The structure has been constructed in accordance with the previous approval, which required a 1.5 metre wide pedestrian access way was to be provided at all times. The VPSP prescribes a minimum public thoroughfare of 2 metres for Eatlets, which can be reduced to 1.5 metres where the space meets relevant Design Objectives. The City's Engineering Services team support the 1.5 metre width in the context of the Alfresco Structure existing for five years in situ and confirmed it was a suitable width to remain suitably accessible. Administration has recommended conditions of approval requiring this area to be free of obstructions and to allow unimpeded pedestrian movement, at all times.
- DRP Comments: The DRP comments received in respect to the proposal on the 10 principles of good design. This has been considered and balanced with other relevant considerations. This includes that the structure has been previously approved and has existed for approximately five years, becoming part of the fabric of the town centre. In this instance, greater weight has been attributed to the unique site history, the increased amenity the structure has provided to town centre; and consistency with the VPSP objectives.

Consistency in Decision Making

Clause 67(w) of the LPS Regulations requires Council to have due regard to the history of the subject site.

Consistency in decision-making is an important planning principle in considering requests for extensions to time limited approvals. This includes whether the proposed development is substantially the same as that previously considered, and whether there has been any significant change in the planning framework for the area. In relation to this:

- The built form of the alfresco structure remains unchanged since the previous approvals, except for the unauthorised woven mesh alfresco blinds. The overall built form outcome is substantially the same, except for the woven mesh alfresco blinds, which is discussed in the VPSP below.
- A change to the framework has occurred since the last approval in June 2022. This includes the introduction of the VPSP, which is a due regard matter in accordance with Clause 67 of the Deemed Provisions. The VPSP provides design requirements for structures in road reserves, which this proposal is required to be assessed against. As detailed in the below assessment, the proposal is supported having regard to the relevant policy objectives and design objectives.

Vibrant Public Spaces Policy

Assessment of the proposed alfresco structure located in the road reserve against the [policy objectives](#) and 'Other Proposal' [design objectives](#) is provided below:

- Enhancement to Local Area: As detailed above, the existing alfresco structure has existed as for five years, contributing to the current character of the Mount Hawthorn Town Centre and sense of place. This is evidenced in the submissions received through community consultation.
- Landscaped Outcome: The provision of planter boxes to external elevations have effectively contributed to greening of the Mount Hawthorn Town Centre. The landscaping has matured over time as is in a good condition. The overall landscape outcome positively contributes to the streetscape and assists in softening the built form outcome.
- Form & Scale: The overall size of the alfresco structure, including height and solid portions of walls, are consistent with the Design Requirements prescribed for Eatlets under the VPSP. The structure has a 3.2 metre height and has solid walls are provided to a maximum height of 0.7 metres, which are the external planter boxes. All other sections of the elevations are visually permeable in design through the provision of clear balustrading and permeable alfresco blinds. These design features reduce impacts of building bulk to the streetscape.
- Height in Context: The height of the structure is appropriate within the streetscape given it sits below the awning and in considering the context of the adjacent building at Nso. 148–158 Scarborough Beach Road, which is two storeys high. The height of the structure is also sympathetic to the future development context of the area where the City's Built Form Policy allows for a building height of up to 5 storeys along Scarborough Beach Road in the Town Centre built form area.
- Community Needs: The structure is accessible to all members of the community, and open to the public when Spritz is closed. This requirement is recommended as a condition of development approval.
- Safety & Legibility: The visual permeability of the structure ensures that lines of sight between the footpath and road are maintained. As detailed above, the structure provides a 1.5 metre pedestrian thoroughfare which ensure that people can use and move around the structure safely. The structure's visible location within the road reserve provides for a clearly identifiable structure to assist in wayfinding.
- Amenity: The structure provides an outdoor dining area for community members to use throughout the year, which contributes to the amenity, vibrancy and activation of the Mount Hawthorn Town Centre. The structure has provided an attractive and inviting place for residents and visitors of the area over the past five years and delivers a public space which facilitates social interaction.
- Signage: The signage to the southern elevation of the structure meets all deemed-to-comply standards of the [Local Planning Policy: Signs and Advertising](#) and would satisfy the objectives of the signage policy.

Alfresco Blinds

The proposal seeks to retain the existing dual system alfresco blinds, including the clear alfresco blinds and the woven fabric alfresco blinds. The Applicant has provided supporting information regarding the usage of the blinds, including images from different angles and times of day, included as **Attachment 3**. Key points of the response are provided as follows:

- The clear plastic blinds provide weather protection whereas the woven mesh blinds provide sun protection.
- The woven mesh blinds remain retracted for most of the day and throughout the year.
- Spritz does not operate all the woven mesh blinds to each façade simultaneously. It is typical for only one woven mesh blind to be down at a given time, at the request of a customer.
- The woven mesh blinds are predominately operated during the heat of the summer. The woven mesh blinds are not required to be used during the cooler winter months.

The VPSP Design Requirements relevant to Eatlet proposals, advise that Eatlets should feel open and welcoming, and should not have the visual or apparent effect of enclosing a public space. The Design Requirements also advise that Alfresco blinds are not permitted.

The design objectives of 'Eatlets' and 'Other Proposals' do not provide guidance specific regarding alfresco blinds and when they are considered acceptable. The Alfresco blinds would not prohibit the alfresco structure meeting the overall [policy objectives](#) and 'Other Proposal' [design objectives](#) for the following reasons:

- Existing Use: Both the clear plastic and woven mesh alfresco blinds are on a motorised system, allowing them to be opened and closed as needed, depending on weather conditions. A desktop analysis of the use of the blinds over the last five years has demonstrated that their usage is dependent on weather. Since its construction, the City has not received any complaints regarding the alfresco blinds being down for excessive periods of time, nor were any comments received during the community consultation period regarding the blinds.
- Orientation: The site is oriented towards the west. This means that the sun extends into the alfresco area in the afternoons and evenings, during the Restaurant/Cafes peak operation. The woven mesh blinds provide the operator an ability to keep the alfresco in use during this period of the day, and particularly throughout the summer where it would otherwise allow for limited use.
- Visually Permeable Design: When closed, the blinds remain visually permeable, maintaining interaction with adjoining businesses and the streetscape as well as provided passive surveillance. The supporting information provided by the applicant shows that both alfresco blinds allow sufficient light transmission between the street and the alfresco dining area. This information demonstrates that patrons within the structure can see out to the streetscape, and external pedestrians can see into the structure. On this basis, Administration are satisfied that the woven mesh blinds are visually permeable in design when down.
- High Quality Materials: As shown in the applicants supporting photos, the blinds are of a high quality and durable materiality, and they have been maintained well since their construction. Recommended conditions of development approval require the blinds to be maintained to be visually permeable.

Administration acknowledges the VPSP position is to restrict alfresco blinds on alfresco structures. The structure and alfresco blinds have however been previously approved and have existed for five years. Since the commenced operation of the alfresco, the applicant has demonstrated that the alfresco blinds can be managed appropriately to ensure visual permeability and engagement with the streetscape.

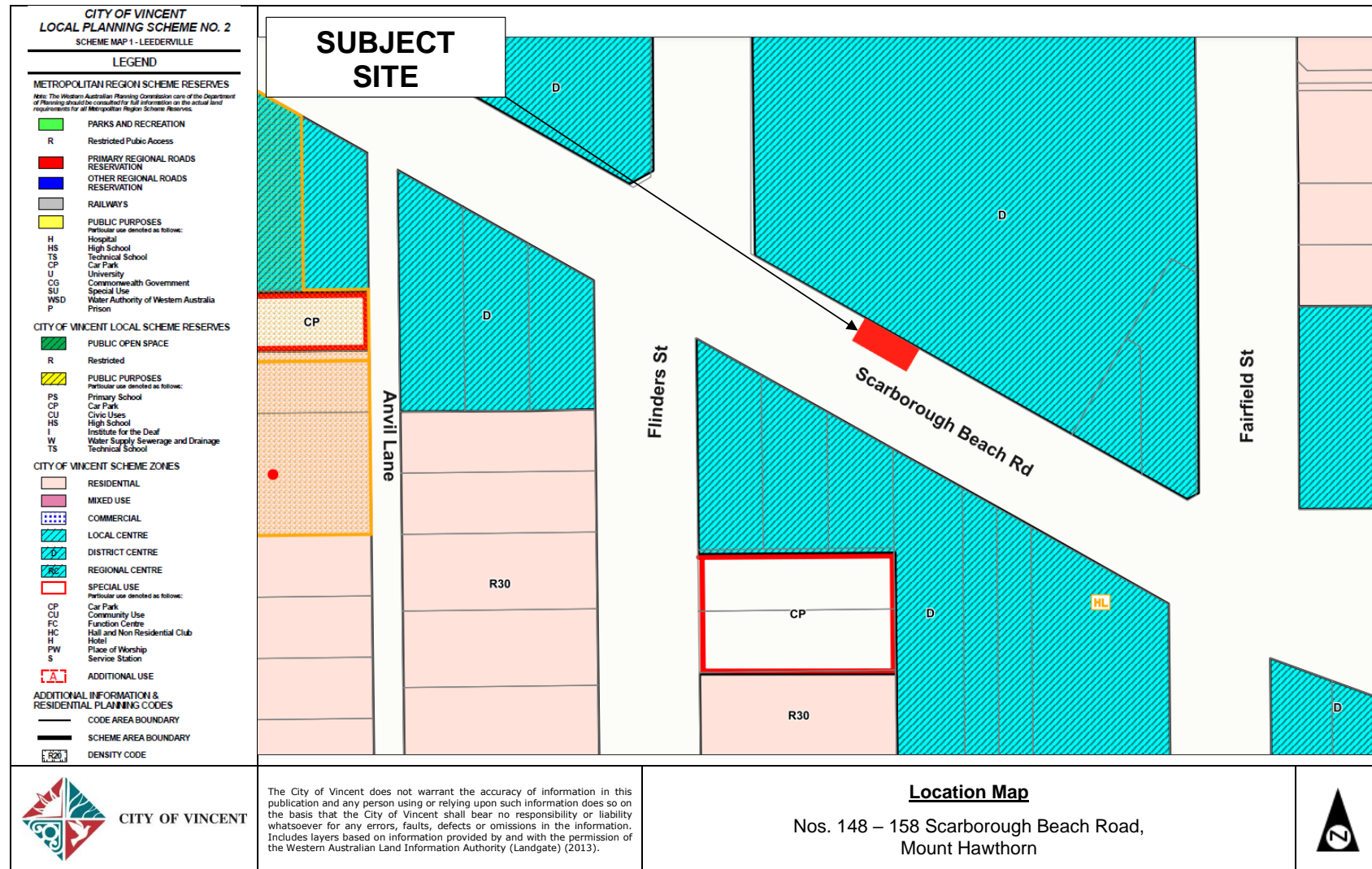
Administration has recommended updated conditions of approval relating to the alfresco blinds. These conditions clarify that the blinds must be designed to be always visually permeable, to be maintained to a high-quality, that they shall only be used during inclement weather, and shall remain in an open position outside of operating hours.

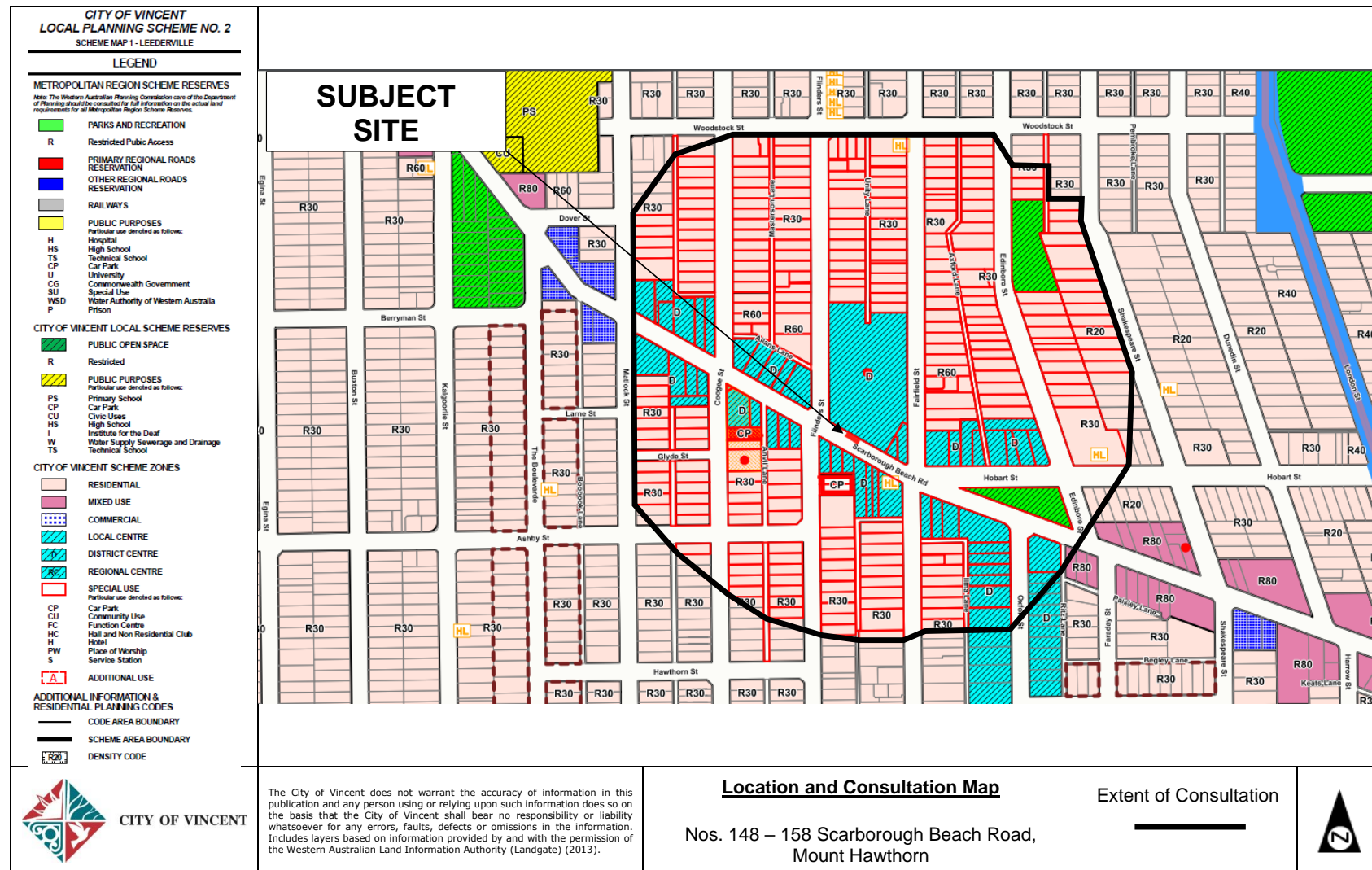
Administration Recommendation

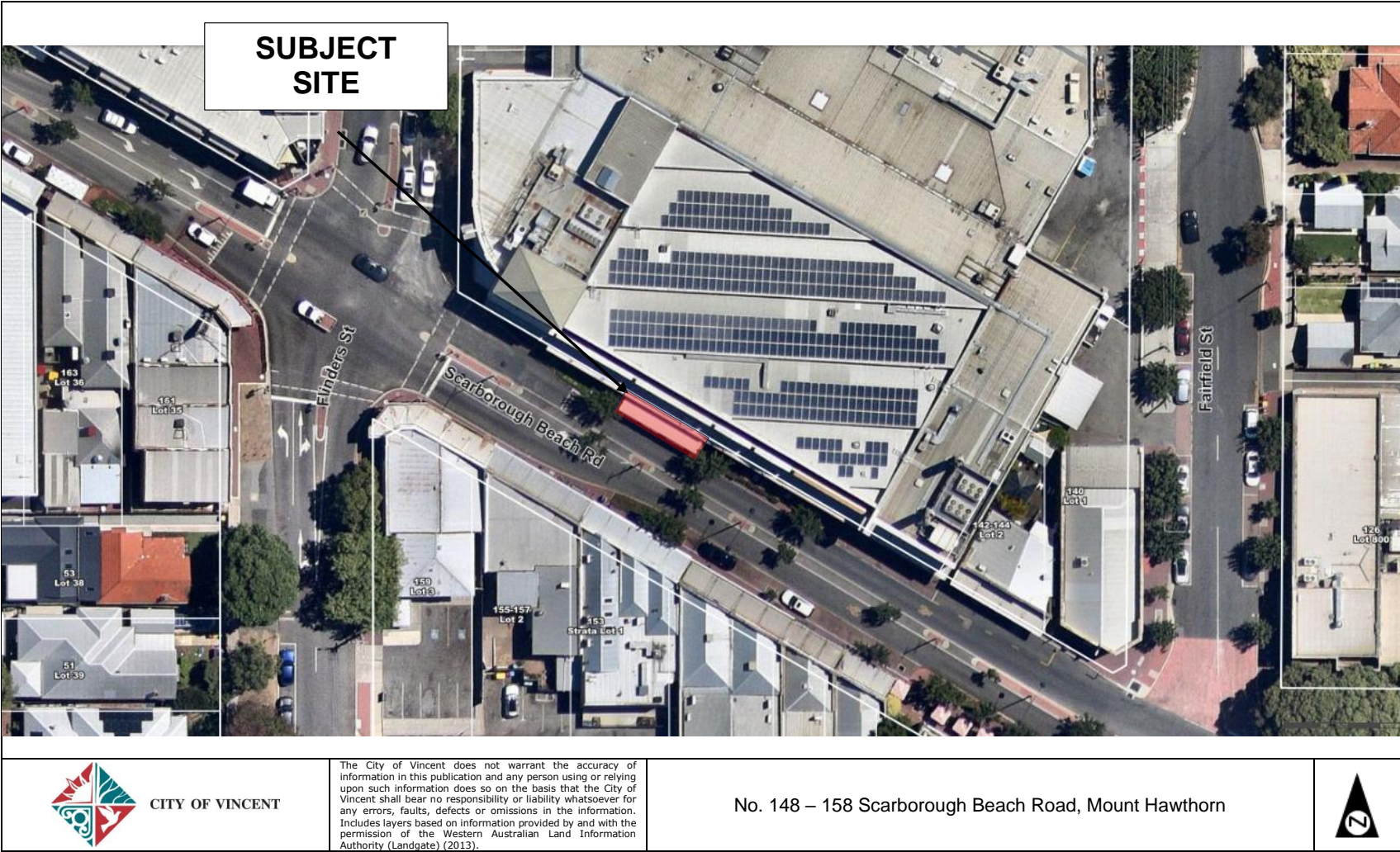
The Design Review comments received for this application are acknowledged but on balance, the alfresco structure and alfresco blinds are appropriate in this instance. This is based on having regard to the site history, including previous approvals and the existence of the structure for the last five years; the increased amenity the structure has provided to the town centre; consistency with the VPSP objectives; and the proven management of alfresco blinds. These considerations have been afforded greater weight in Administration's consideration of the proposal.

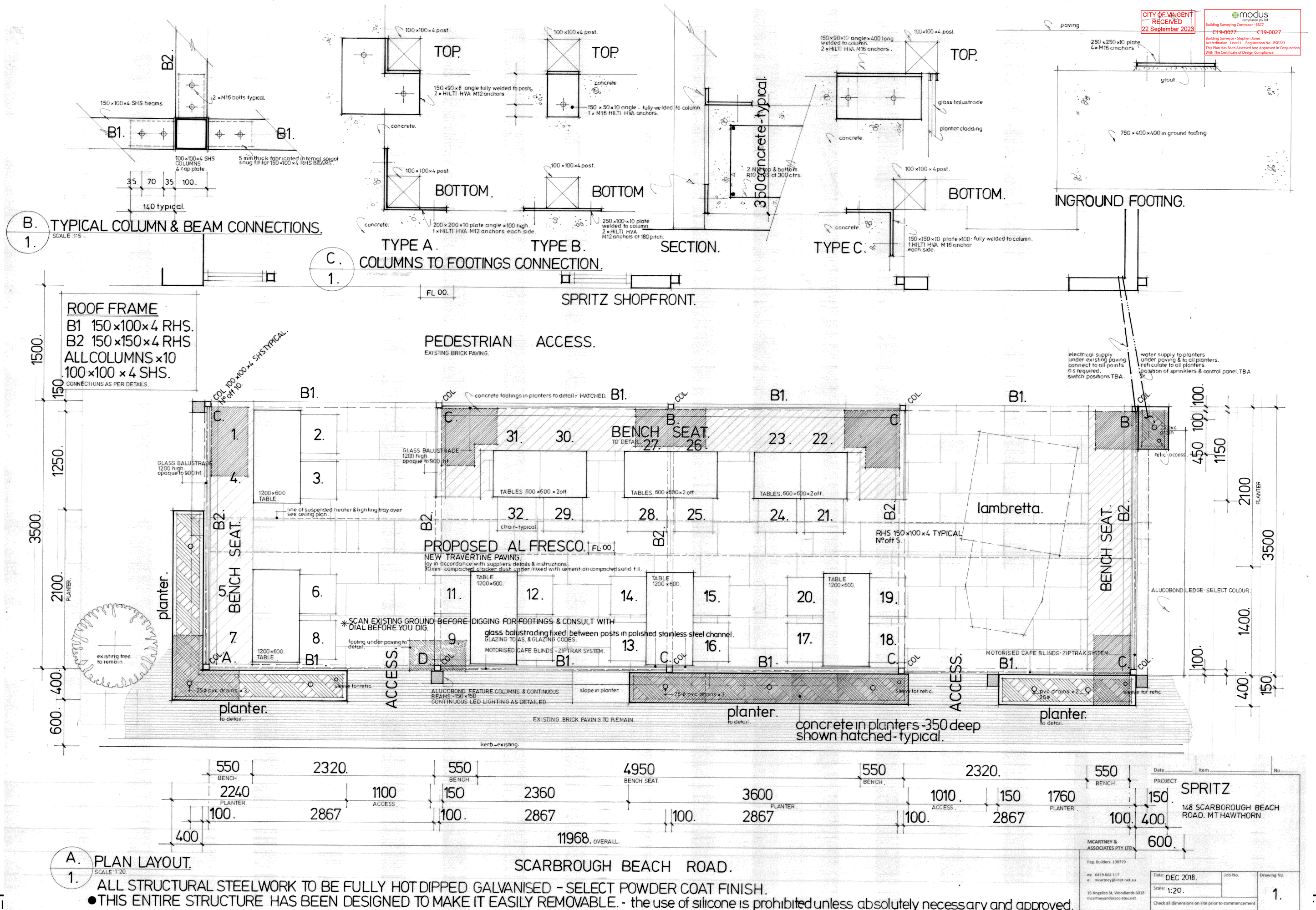
The subject alfresco structure and alfresco blinds are unique on the basis that they were approved and constructed prior to the adoption of the VPSP, and prior to going through Design Review.

Due to the site history and the unique considerations of this proposal, approval of this application would not set precedence for future developments. Proposals for similar structures would each be considered on their own merits against the VPSP and relevant planning framework.









CITY OF VINCENT
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22 September 2023

modus

Building Surveying Contractor - BSC7

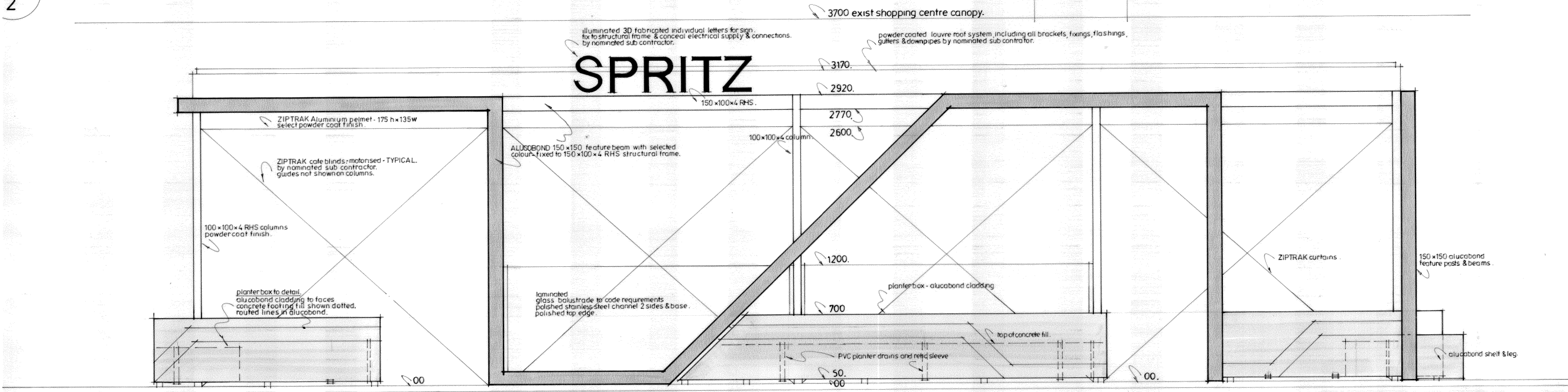
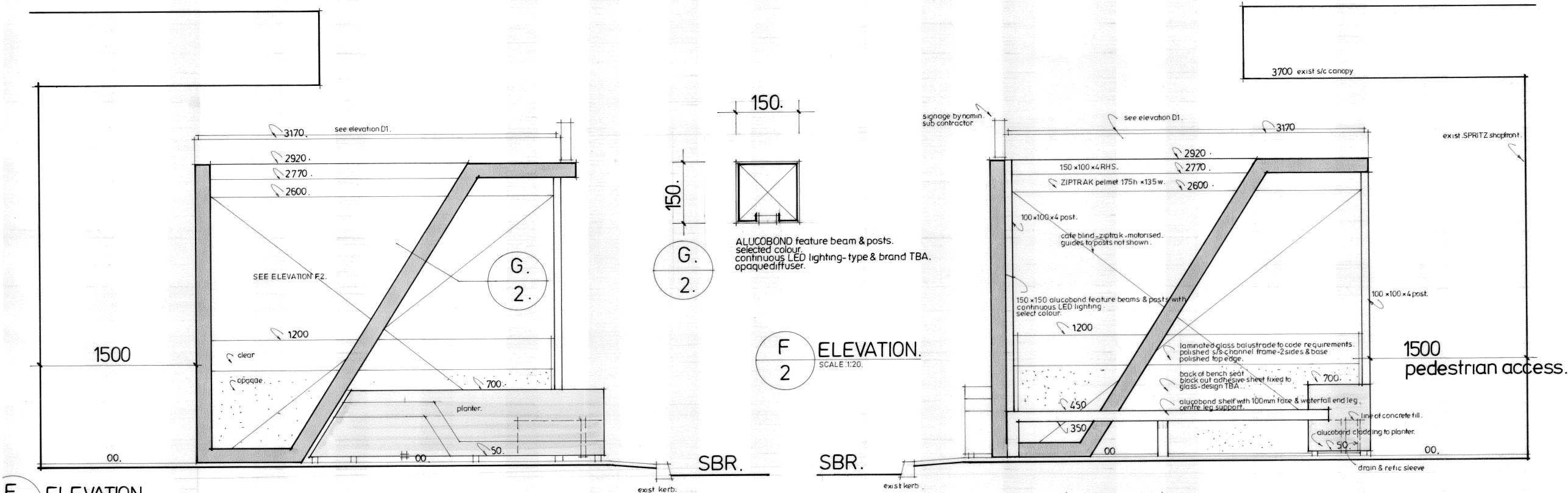
C19-0027

C19-0027

Building Surveyor - Stephen Jones

Accreditation - Level 1 - Registration No. 899233

This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance



D. ELEVATION
SCALE: 1:20.

Amendments	Date	Item	No.
	PROJECT		
	SPRITZ.		
	148 SCARBOROUGH BEACH ROAD, MT HAWTHORN.		
	Reg. Builders: 100779		
m: 0419 864 117 e: mcartney@inet.net.au 16 Angelico St, Woodlands 6018 mcartneyandassociates.net	Date: DEC 10.	Job No.	Drawing No.
	Scale: 1:20.		2.
Check all dimensions on site prior to commencement			

CITY OF VINCENT
RECEIVED
22 September 2023

modus

Building Surveying Contractor - BSC7

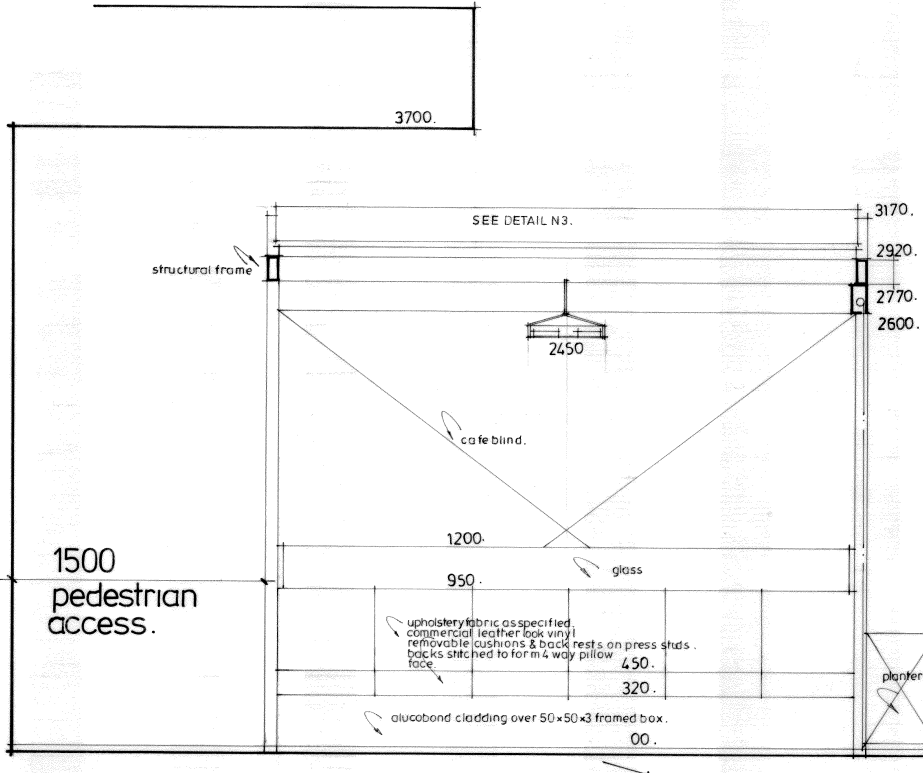
C19-0027

C19-0027

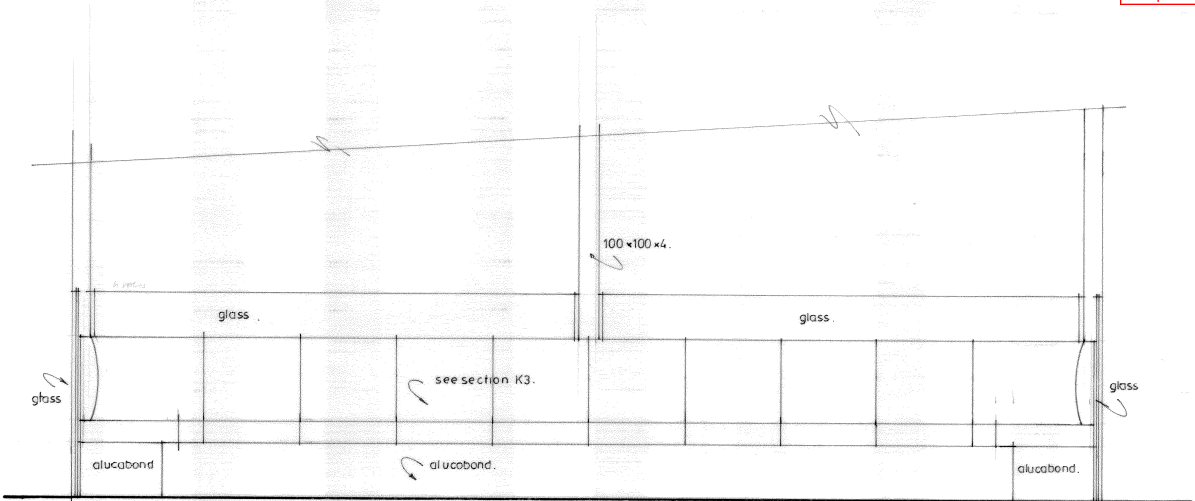
Building Surveyor - Stephen Jones

Accreditation - Level 1 - Registration No. - BSP223

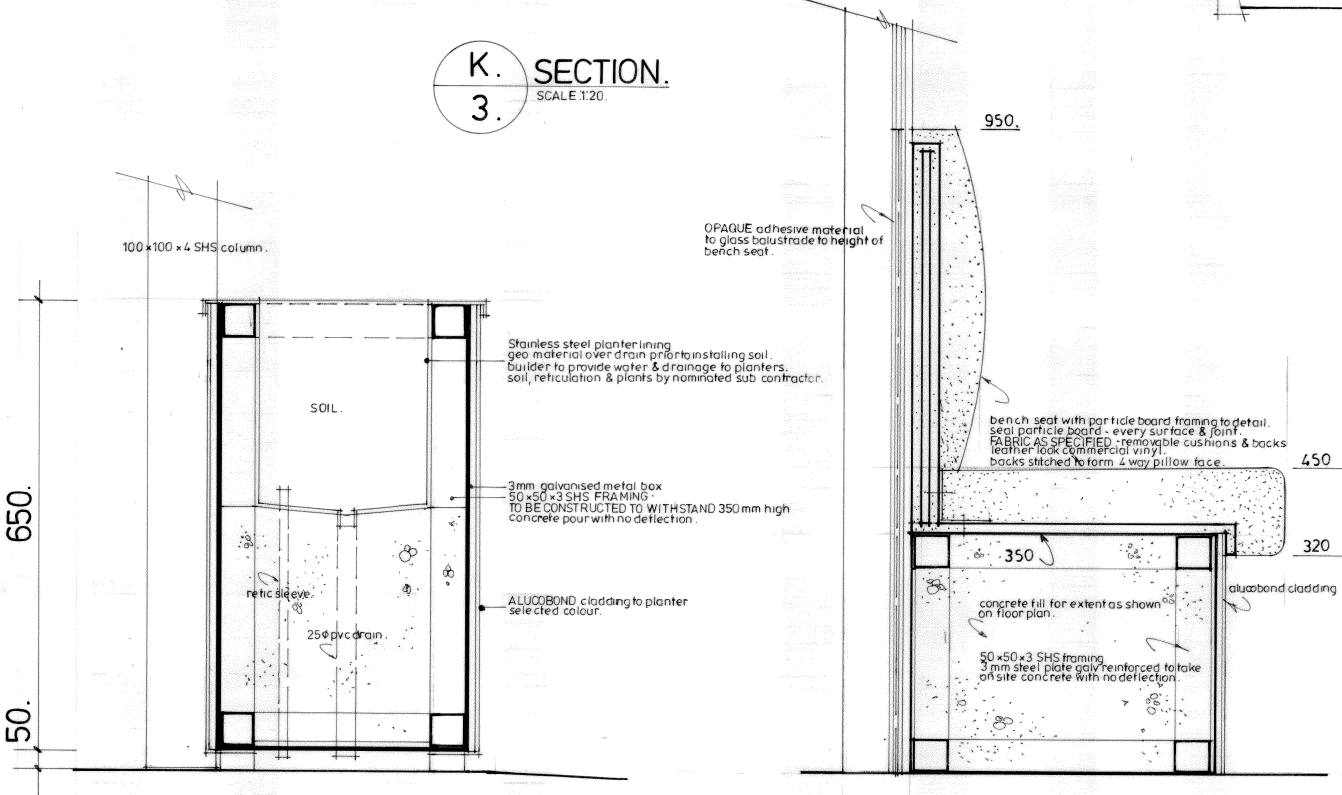
This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance



K. SECTION.
3. SCALE 1:20.

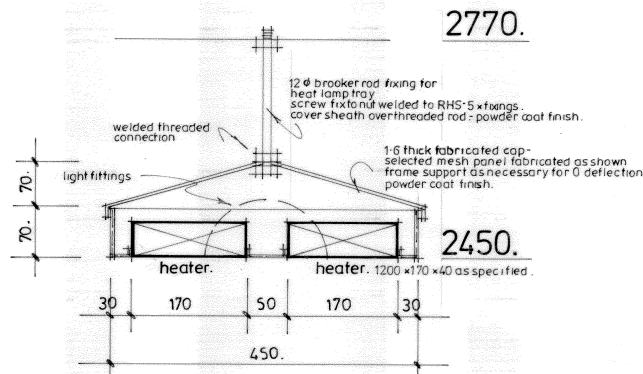


M. SECTION.
3. SCALE 1:20.

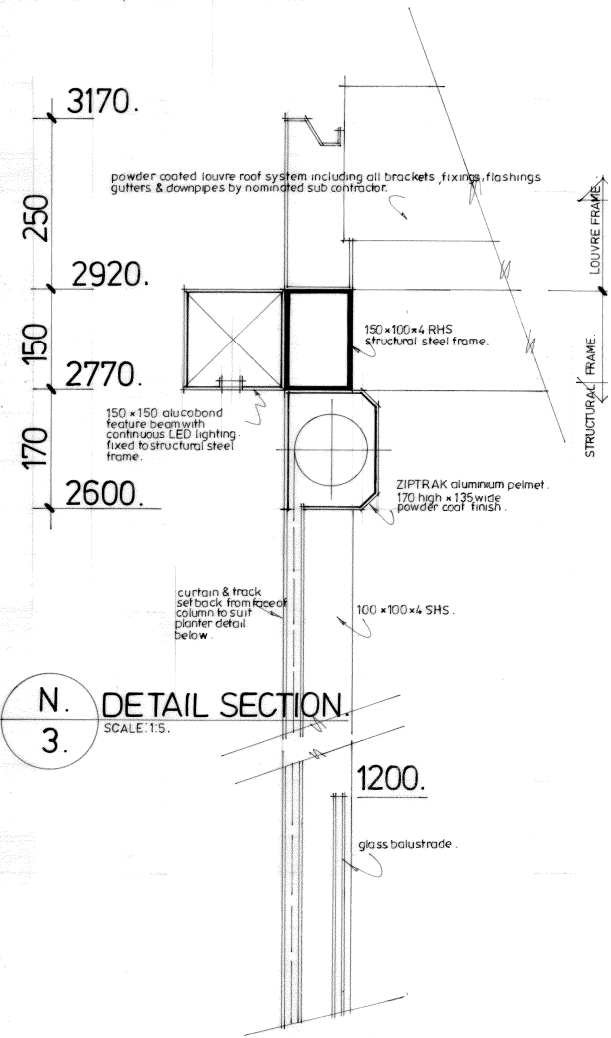


H. SECTION - PLANTER.
3. SCALE 1:5.

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



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



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

Amendments	Date	Item	No.
PROJECT			
SPRITZ.			
148 SCARBOROUGH BEACH ROAD MTHAWTHORN			
MCCARTHEY & ASSOCIATES PTY LTD			
Reg. Builders: 100779			
m: 0410 984 117			
e: mcarthey@inet.net.au			
16 Angelica St, Woodlands 6018			
mcartheyandassociates.net			
Date:	DEC 18	Job No.	
Scale:	1:5 1:20.	Drawing No.	3.
Check all dimensions on site prior to commencement			

CITY OF VINCENT
RECEIVED
22 September 2023

modus

compliance pty ltd

Building Surveying Contractor - BSC7

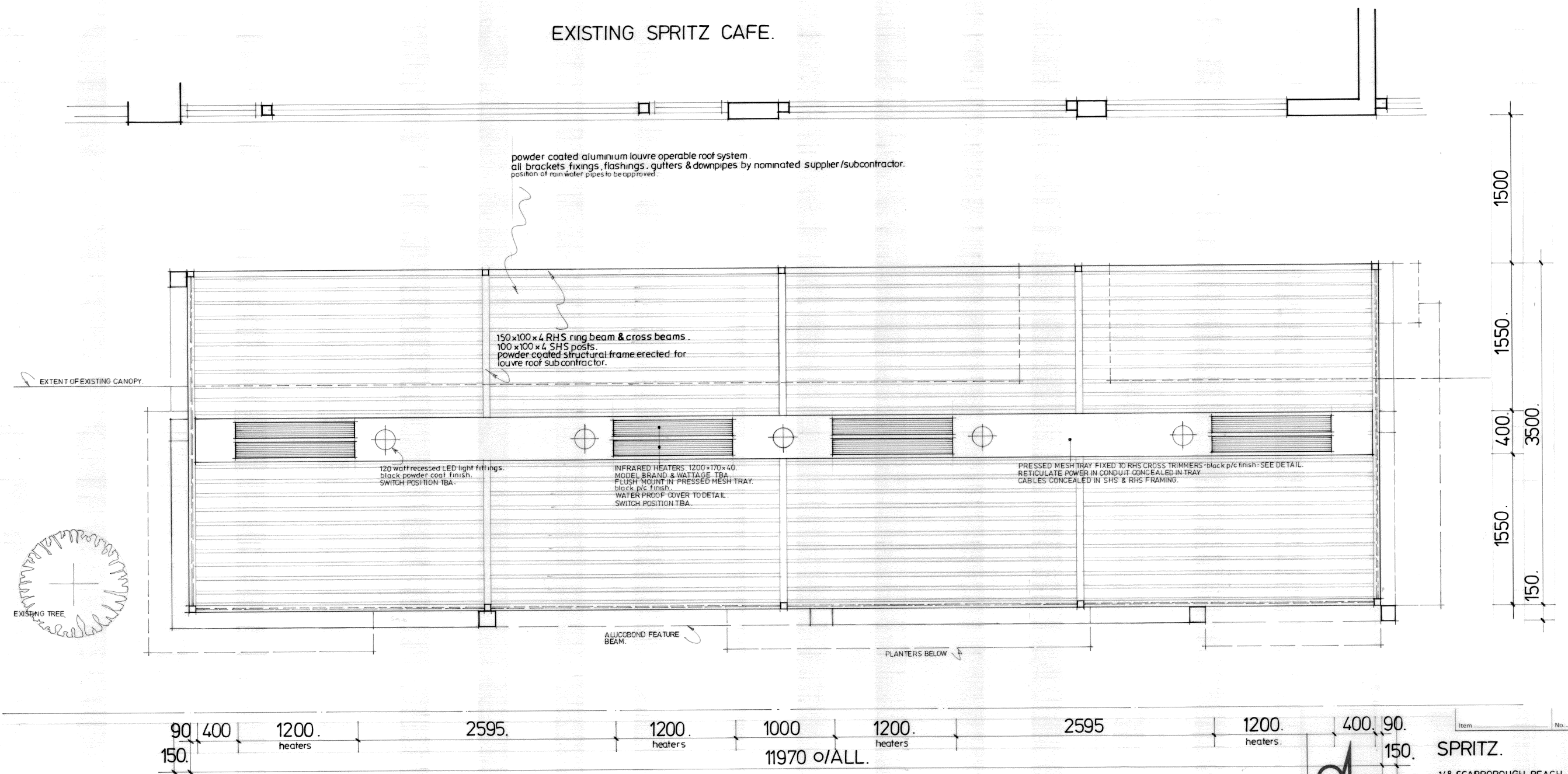
C19-0027

C19-0027

Building Surveyor - Stephen Jones

Accreditation - Level 1 - Registration No - 859233

This Plan Has Been Assessed And Approved In Conjunction With The Certificate of Design Compliance



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

MCARTNEY &
ASSOCIATES PTY LTD

Reg. Builders: 100779

m: 0419 864 117
e: mcartney@inet.net.au

16 Angellco St, Woodlands 6038
mcartneyandassociates.net

SPRITZ.

1/8 SCARBOROUGH BEACH
ROAD, MT HAWTHORN.

Date: DEC 2018
Scale: 1:20

Job No.
Drawing No

4

Check all dimensions on site prior to commencement

30



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 Talaro 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 <i>Planning and Development Regulations 2015</i> . 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.

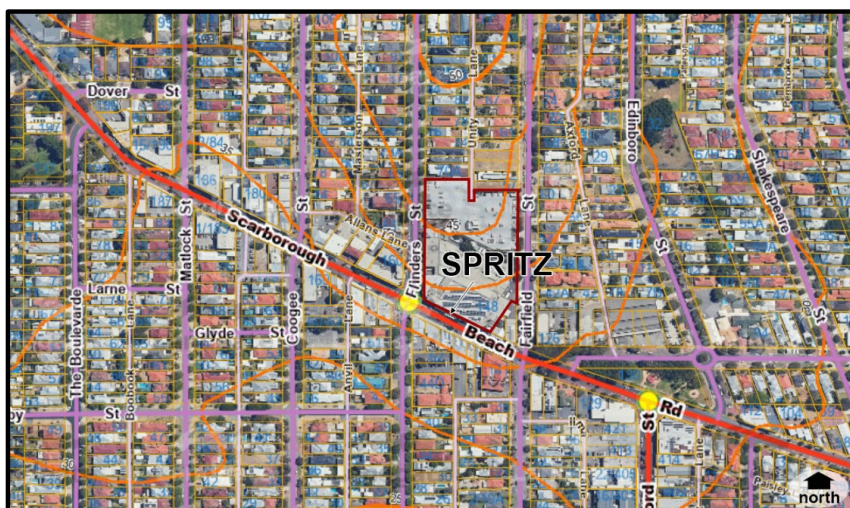


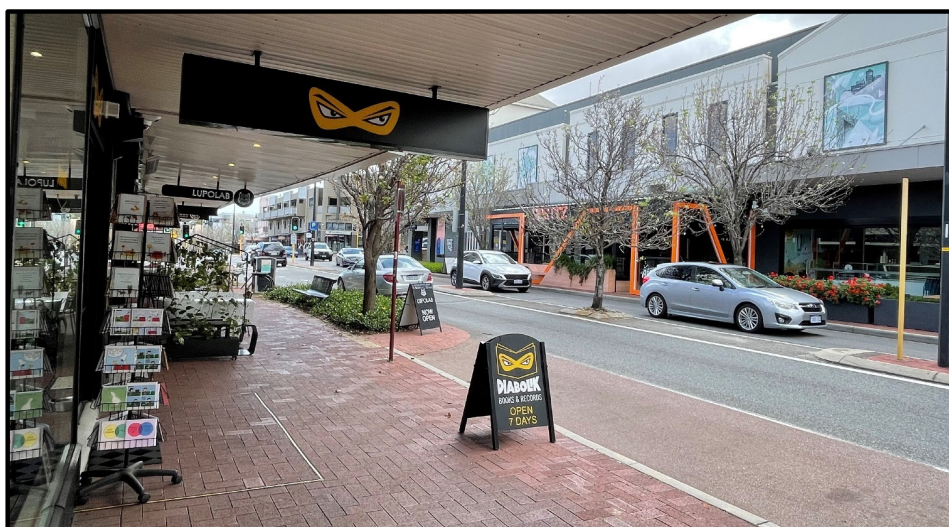
Figure 1: Location of Spritz within the District Centre of Mount Hawthorn (source: landgate)

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 casual 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

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.

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 identity 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.



11 April 2024

File ref: 24-2024

Chief Executive Officer
City of Vincent
Attn: Ellis George – Urban Planner
Email: ellis.george@vincent.wa.gov.au

**RE: PLANNING APPLICATION – EXTENSION OF PLANNING APPROVAL
ADDITIONAL JUSTIFICATION IN SUPPORT OF APPLICATION
SPRITZ EXISTING ALFRESCO STRUCTURE AND BLIND SYSTEM
APPLN NO: 5.2023.294.1**

Dear Ellis

This additional information is submitted as justification that the mesh blind component of the motorised dual blind system for the Spritz alfresco structure meets with the requirements of Condition No. 4 of the existing Development Approval, which states that:

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

This information is submitted in response to the City's Administration's query as to whether the mesh shade blind is visually permeable.

It is understood that the term 'visually permeable' in the context of the mesh blind component of this dual blind system is taken to mean that the blind is not to have a visual or apparent effect of enclosing the alfresco space, which reference of the City is taken from its Vibrant Public Spaces Policy.

This submission is provided to the City to advise in writing that the separate mesh blind components maintain a satisfactory level of visually permeability when drawn. Notwithstanding this, these blinds are mostly retracted and not used.

As the City is aware, the motorised dual blind system includes clear plastic café blinds to provide weather protection and woven mesh blinds for sun protection. The woven mesh blinds provide sun protection for customers at certain times of the day (when requested) which is operated only during the heat of summer. The use of the mesh blind system can in this way be likened to the use of commercial café umbrellas along alfresco strips, which are often orientated and manoeuvred across a trading day to respond to the angle of the sun.

The mesh blinds remain retracted for most of the day and throughout most of the year.

Spritz does not operate all of the mesh blinds simultaneously. It might be that a single blind is drawn at the request of a customer for around 1-2 hours over the trading day in summer.

The mesh blind is not required to be used at all during the cooler winter months.

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

Spritz – Alfresco Structure

In providing this advice, we seek to highlight to the City that it is not in the commercial interests of Spritz to draw any of the mesh blinds unless requested by a customer. Visual permeability and creating an active connection between the alfresco space and the surrounding street is critical to maintaining the commercial success of Spritz.

The mesh blind element is however a functional necessity of this space. It provides an option for customers enjoying the space to be able to request that a mesh blind be drawn (partially or fully) to reduce the impact of sun exposure on their bodies. There is an underlying health risk in preventing the continued and infrequent use of the mesh blind component of this structure, which is a position which we oppose vehemently. In this regard, we seek the City's support for the mesh blinds to continue to function as approved given the mesh is: a visually permeable fabric; it is infrequently used across a single trading day and only for part of the year; and the ability for it to continue to be operated assists in preventing sun burn, skin damage and skin cancer.

In support of our position, the owners of Spritz have taken a photographic record as an example of its daily operation of the restaurant and the use of this mesh blind system.

The photographic record is provided below. These photographs were taken on 3 April 2024, being the day immediately following the City's advice to us that the mesh blind component of the structure was being reviewed by the City's Administration.

The photographs demonstrate without doubt that the mesh blind is visually permeable and that the use of these blinds does not in any way have a visual or apparent effect of enclosing the alfresco space. We therefore seek the City's support to approve the alfresco structure, without any restriction being placed on the use of the mesh blind function.

Yours sincerely



Clare McLean
Director

*Spritz – Alfresco Structure***PHOTOGRAPHIC RECORD – SPRITZ OPERATIONS ON 3 APRIL 2024**

The recorded temperature on 3 April 2024 was 30°C, with clear skies.



PHOTOGRAPH 1: 11:18am. The sun is not yet impacting the alfresco space. The structure remains open and visually permeable.



PHOTOGRAPH 2: 12:49pm. The angle of the sun is not yet impacting the space. The mesh blinds remain retracted. The structure is open in nature, with maximum engagement and activation with the street. It is entirely visually permeable, in accordance with the conditional requirements of the approval.

Spritz – Alfresco Structure

PHOTOGRAPH 3: 1:28pm. A single mesh blind is now drawn at the western end of structure at the request of customer, for protection from the sun. The high degree of visibility through the structure is maintained.



PHOTOGRAPHS 4 & 5: 1:29pm. The use of the mesh blinds is not preferred and is infrequently used for limited periods during the trading day to ensure maximum visibility and connection with the street when viewed by customers seated inside the restaurant space.

Spritz – Alfresco Structure

PHOTOGRAPH 6: 1:56pm. A single blind remains drawn at the request of a customer. Visual permeability is sufficiently maintained and in reality, less obscured than a large café umbrella being angled to assist in providing such sun protection.



PHOTOGRAPH 7: 1:58pm. The space remains visually permeable when viewed from the pedestrian thoroughfare between the alfresco area and the restaurant.

Spritz – Alfresco Structure

PHOTOGRAPH 8: 2:09pm. The single drawn blind does not impact on the high level of visual permeability maintained through the structure.



PHOTOGRAPH 9: 2:10pm. This photograph demonstrates the angle of the sun and the negligible impact on visual permeability resulting from a single mesh blind being drawn for the benefit of the customer.

Spritz – Alfresco Structure

PHOTOGRAPH 10: 2:17pm. Standing inside the restaurant space and looking at the side of a truck driving along Scarborough Beach Road. Full visibility is maintained with the street.



PHOTOGRAPH 11: 2:35pm. Only a single mesh blind was drawn over the lunch service.

Spritz – Alfresco Structure

PHOTOGRAPH 12: 2:50pm. The blind is now retracted half way. Visual permeability is maintained through the blind and the section not covered by the mesh blind.



PHOTOGRAPH 13: 2:50pm. The view from inside the alfresco area with the partially drawn blind.

Spritz – Alfresco Structure

PHOTOGRAPH 14: 3:08pm. A view through the alfresco area, standing outside at the south eastern end of the structure.



PHOTOGRAPH 15: 3:08pm. Visual permeability is maintained.

Spritz – Alfresco Structure

PHOTOGRAPH 16: 4:07pm. This photograph shows the angle of the sun at this time of the day and the high level of visual permeability maintained through the structure.



PHOTOGRAPH 17: 4:07pm. Standing on the pedestrian thoroughfare between the internal restaurant and alfresco area. Visual permeability is maintained.

Spritz – Alfresco Structure

PHOTOGRAPH 18: 5:19pm. The blind is drawn at the end of the structure to protect customers from the angle of the sun as it sets.



PHOTOGRAPH 19: 5:20pm. Standing on Scarborough Beach Road looking north east towards the structure. The mesh blinds are not required. Visual permeability is maintained.

Spritz – Alfresco Structure

PHOTOGRAPH 20: 5:21pm. The mesh blinds are not in use as it is not necessary.



PHOTOGRAPH 21: 5:21pm. Standing at south eastern end on the verge looking towards the structure. The visual permeability is maintained.

Spritz – Alfresco Structure

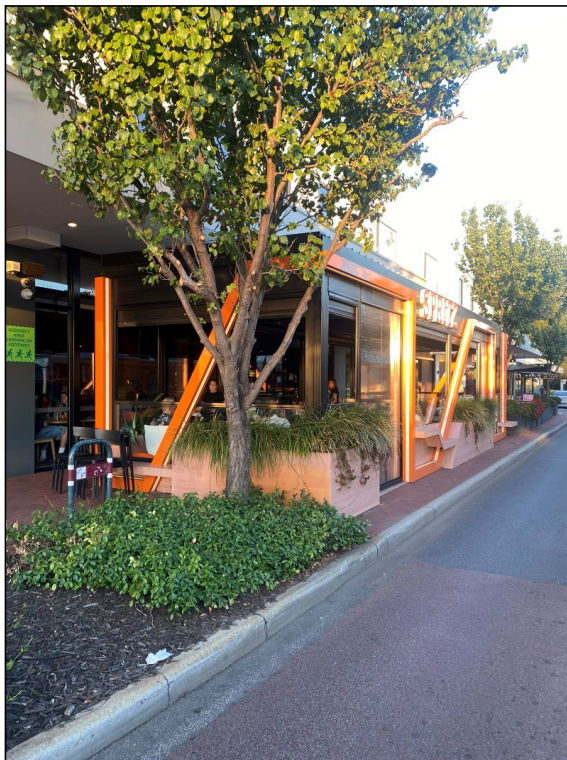
PHOTOGRAPH 22: 5:39pm. Standing centrally within the structure. Visibility is maintained. The sun is setting. The customers at the north western end of the alfresco dining area are protected.



PHOTOGRAPH 23: Looking across the structure. Note pedestrian thoroughfare actively used.

Spritz – Alfresco Structure

PHOTOGRAPH 24: 5:45pm. The sun is now setting.



PHOTOGRAPH 25:

5:51pm. The mesh blind at the north western end of the structure is no longer required. It is now retracted.

It is also relevant to note that the mesh blind would be used even less than it is currently, should the branches of the trees in the verge not have been pruned so rigorously. The canopy of the trees have the ability to provide a significant amount of additional shade and protection from the sun over the alfresco area during the summer months, should the extent of pruning be reduced.

Spritz – Alfresco Structure

PHOTOGRAPH 26: 5:59pm. The blind is retracted as the sun is no longer filtering into the alfresco area at a level which concerns the customers. The space is activated, visually permeable and continues to add vibrancy to this public space.



PHOTOGRAPH 27: 6:00pm. Looking in a westerly direction towards the setting sun. No blinds are drawn. The space remains open and vibrant as the dinner trading hour commences.

- 2 -

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 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

- 3 -

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 structure 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.

- 4 -

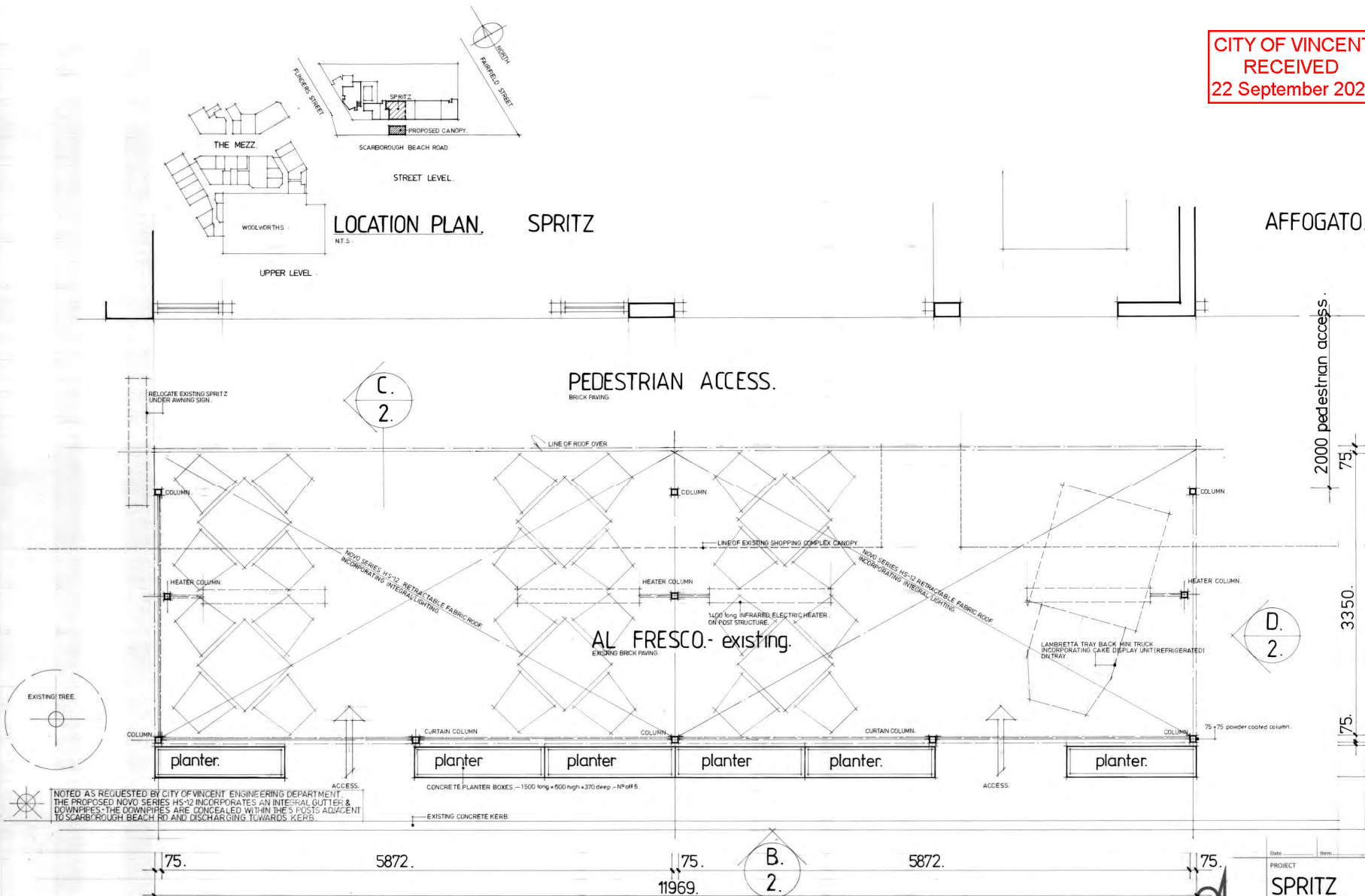
Date of determination: - 6 November 2018

- 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



A. FLOOR PLAN LAYOUT
SCALE 1:20

CITY OF VINCENT
DA No. 5.2018.169.1
6 November 2018
APPROVED
Refer to Decision Notice
Coordinator Planning Services

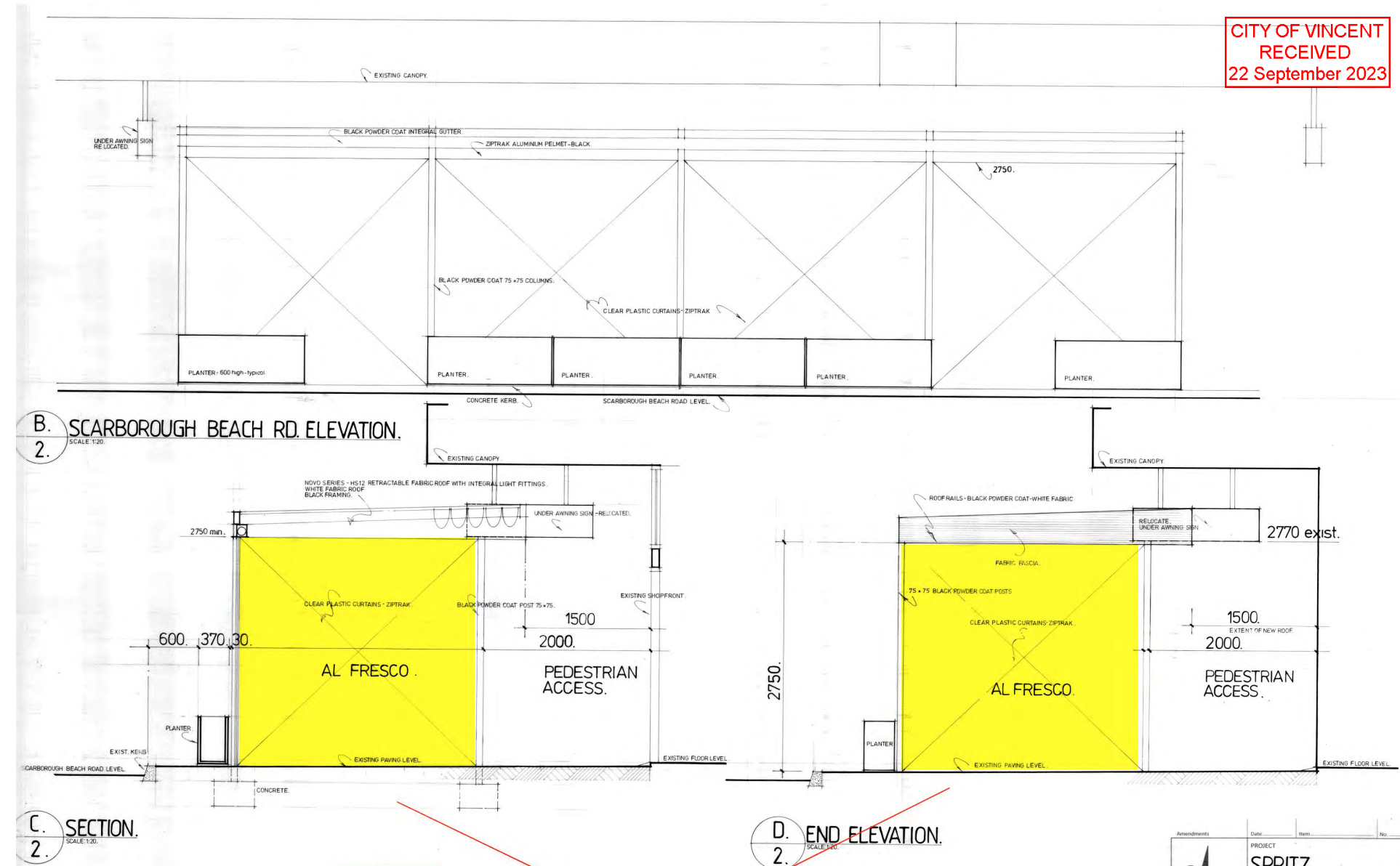
CITY OF VINCENT
RECEIVED
29/06/2018

SPRITZ
146 SCARBOROUGH BEACH RD

MCARTNEY & ASSOCIATES PTY LTD
Reg. Builders: 1502775
m. 0418 984 533
e. mcartney@inet.net.au
10 Anglin St, Woodlands 6018
mcartneyandassociates.net

Date: 07/18
Project: SPRITZ
Scale: 1:20
Check all dimensions on site prior to commencing

CITY OF VINCENT
RECEIVED
22 September 2023

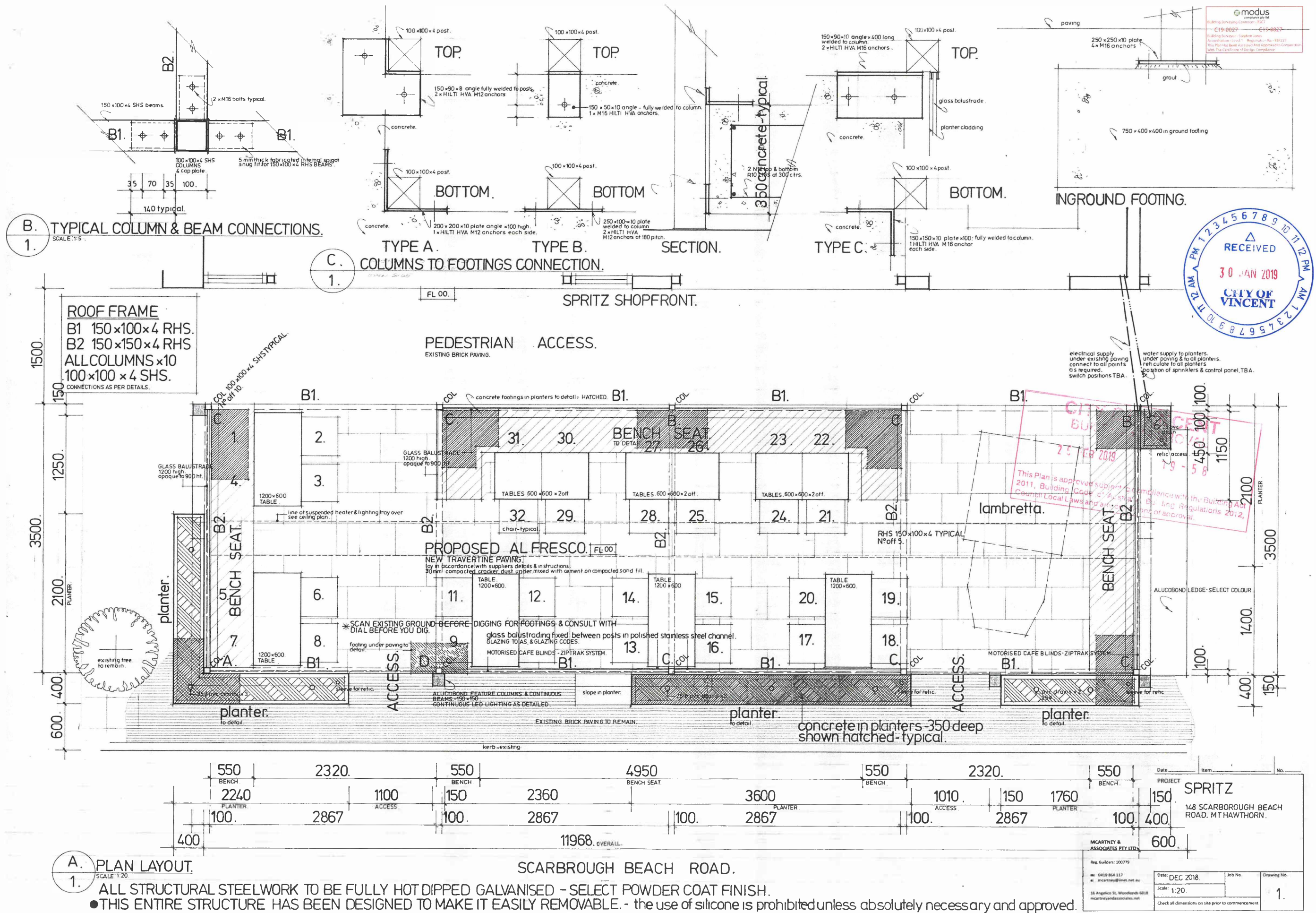


CITY OF VINCENT
DA No. 5.2018.169.1
6 November 2018
APPROVED
Refer to Decision Notice
Coordinator Planning Services

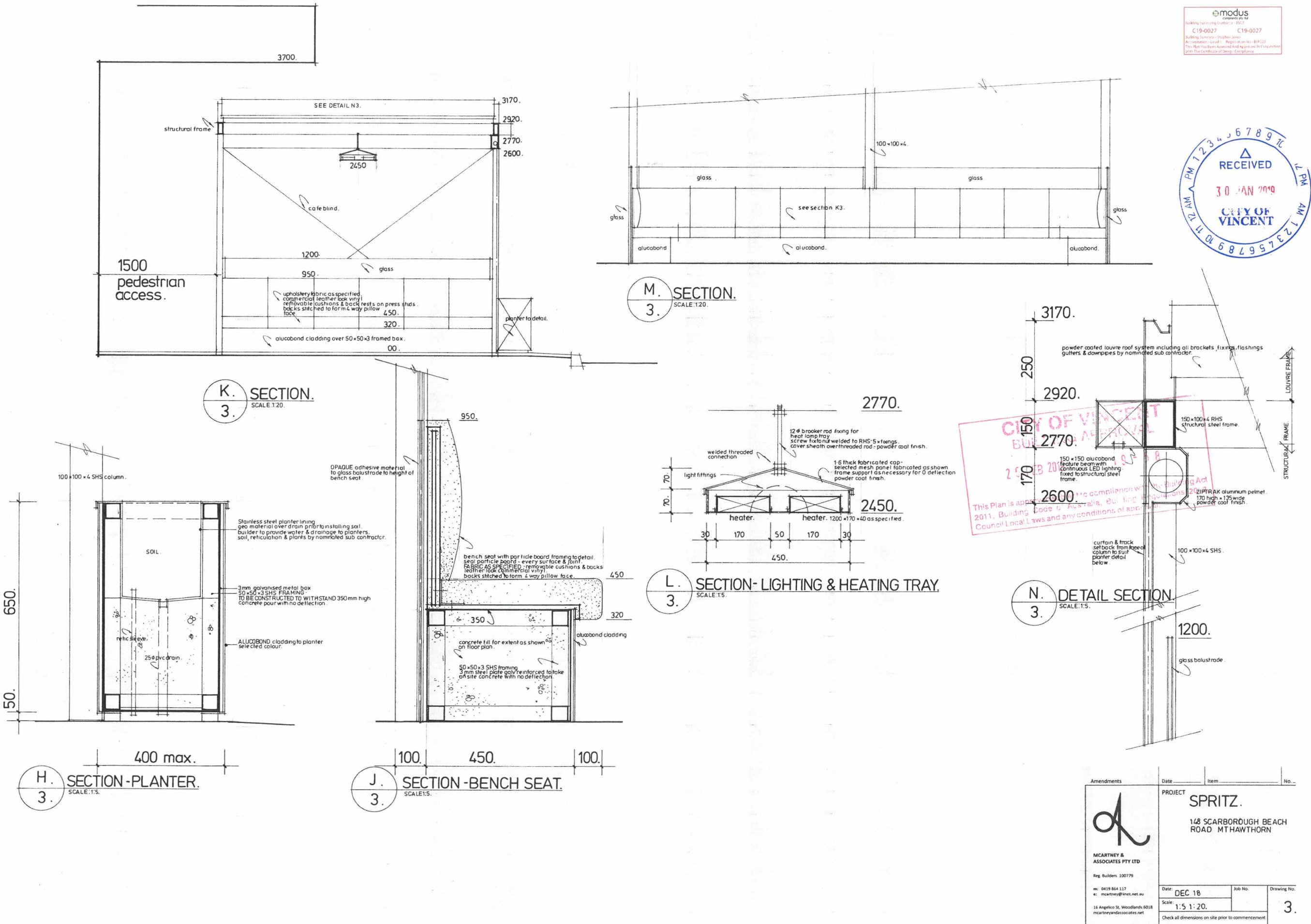
Refer Conditions 2 and 3

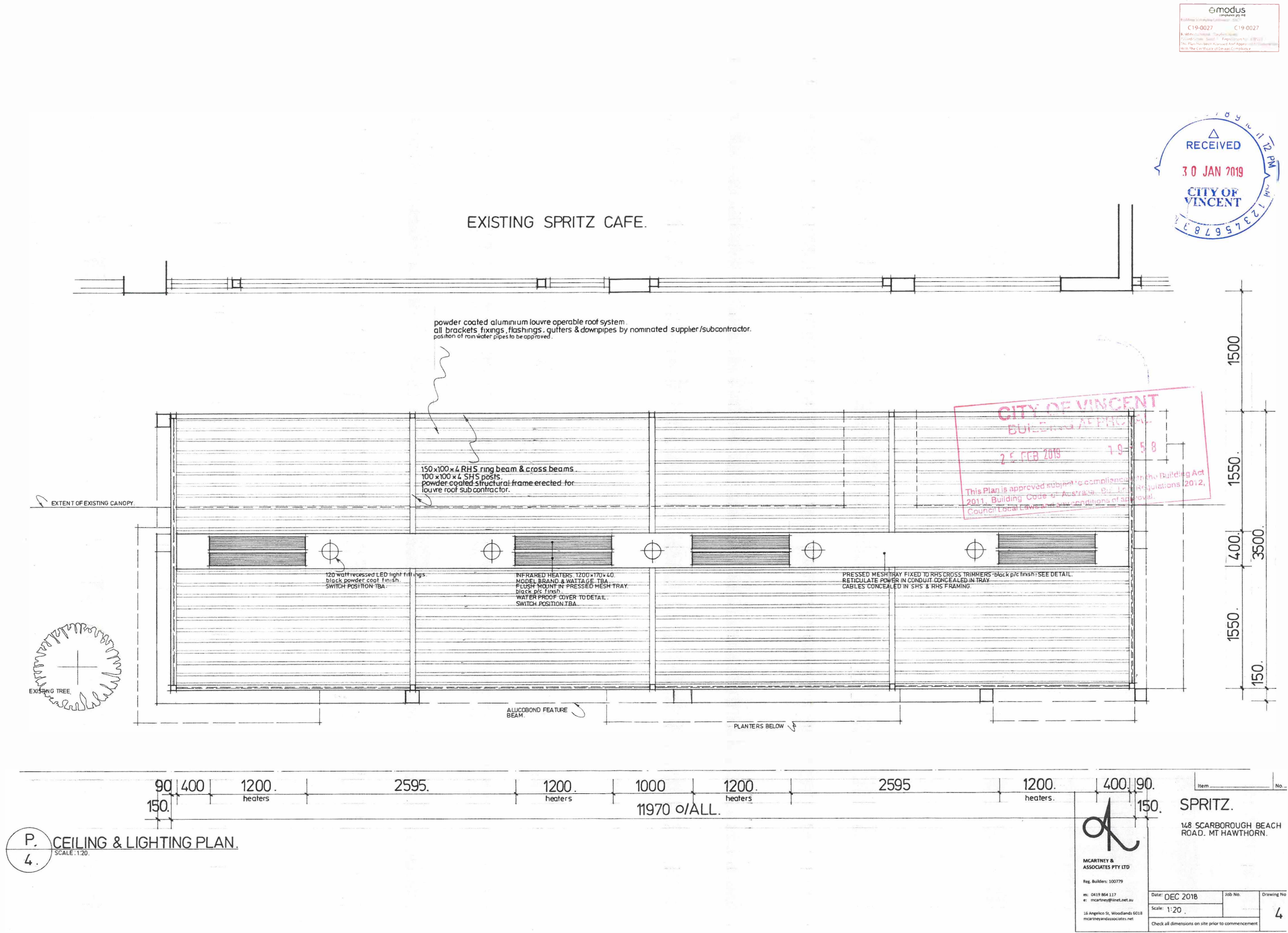
CITY OF VINCENT
RECEIVED
29/08/2018

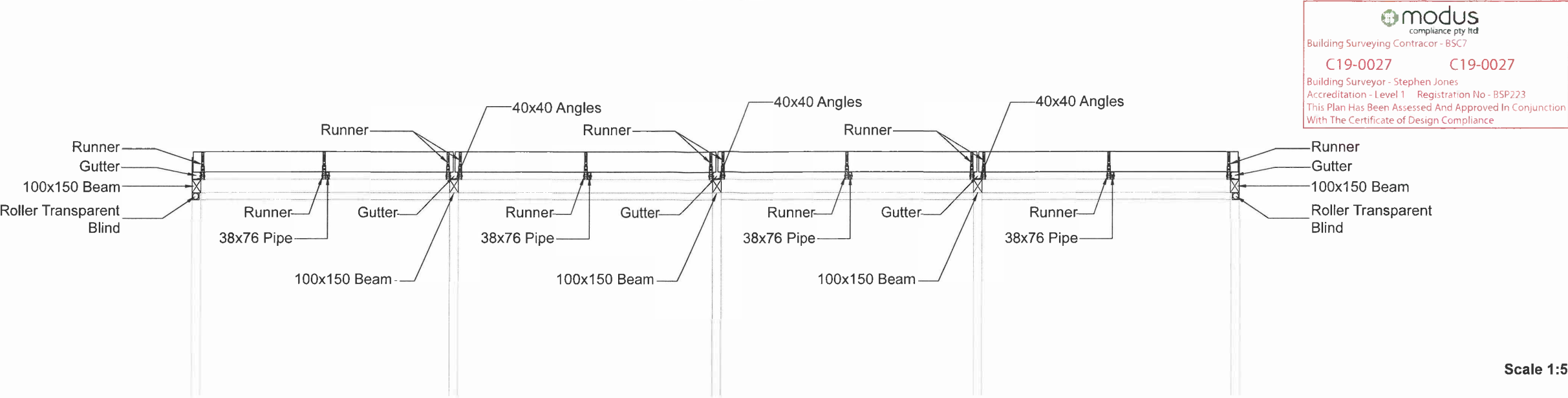
Amendments	Date	Item	No.
PROJECT			
SPRITZ			
148 SCARBOROUGH BEACH ROAD, MTHAWTHORNE			
			
McCartney & Associates Pty Ltd			
Reg. Builders 130779			
Tel: 0835 884 117 Email: mcartney@macartney.com.au 28 Angellia St, Woodlands NSW mcartneyandassociates.net			
Drawn	DATE	Rev	Revised
SK1	APRIL 2018		
Scale: 1:20		Drawing No.	
		SK1B	
Check all dimensions on site prior to commencement			



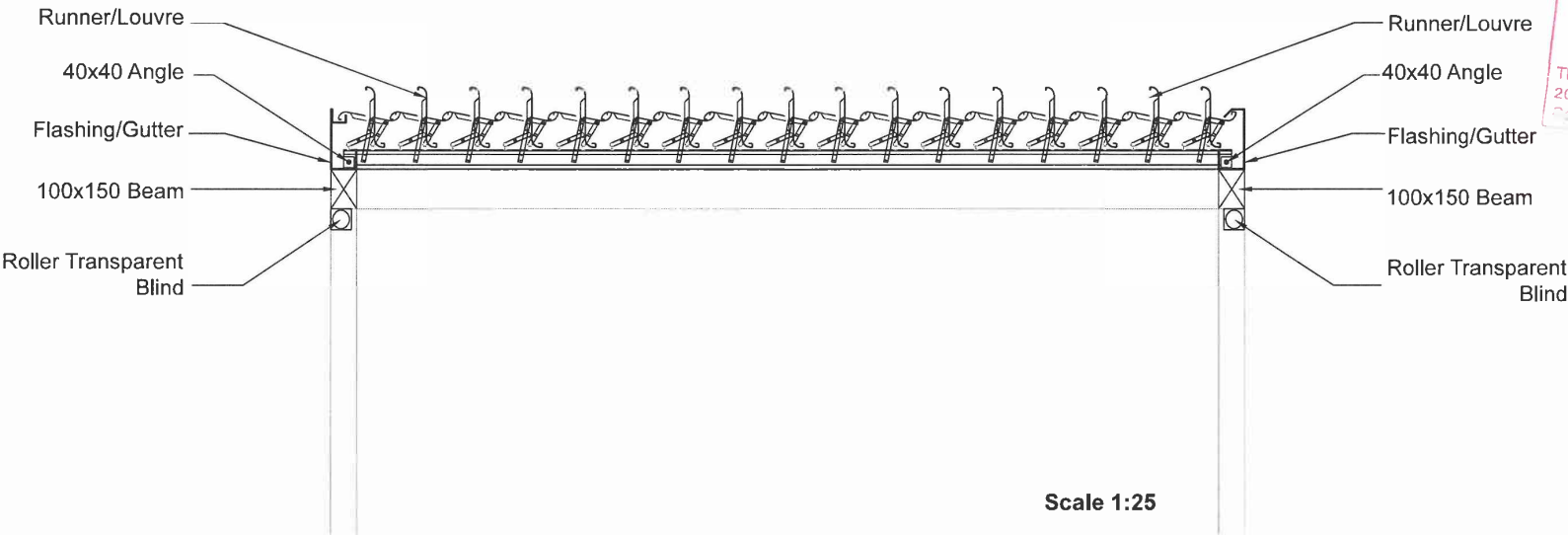




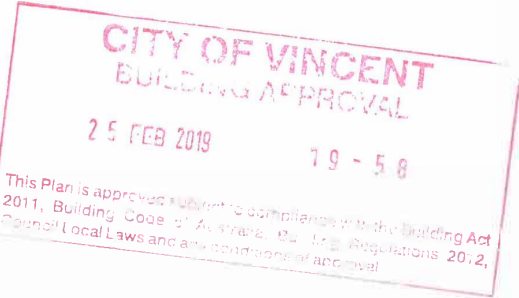




Scale 1:50



Scale 1:25



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MANUAL LOUVRES PERGOLA

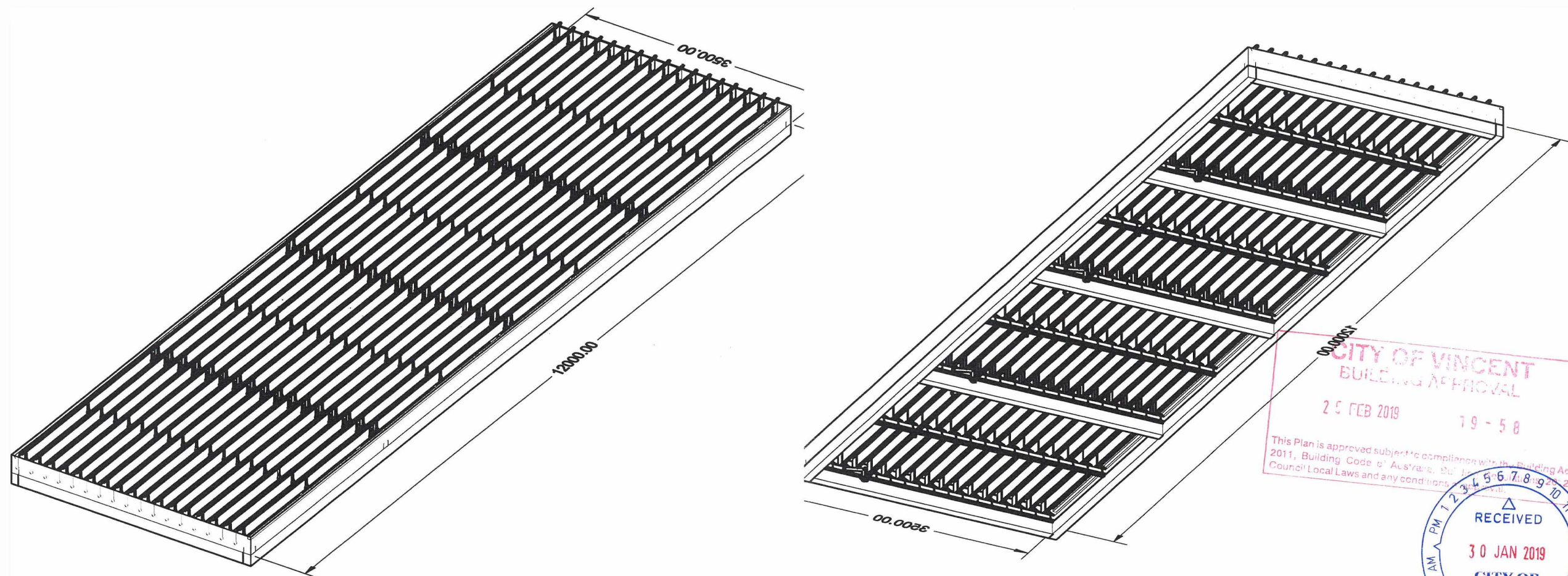
Owner: Mario Tolardo

Floor Plan
Section Details

Address:
148 Scarborough Beach Rd, Mount Hawthorn

Scale: 1:50	Sheet N°: A01
Date: 18-12-2018	A01
N° Sheet: 1 of 3	
Design & Drafting: Rinkhy Espinoza	
File Name: 148 Scarborough Beach Rd Mount Hawthorn WA2018	

A3 Format



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MANUAL LOUVRED PERGOLA

Owner: Mario Tolardo

3D Views Proposal 1



Scale: -
Date: 18-12-2018
N° Sheet: 2 of 3
Drawn: Rimkhy Espinoza
File Name: ALI-CORR-PLAN-Section-1-2-3-4-5-6-7-8-9-10-11-12-13-14-15-16-17-18-19-20-21-22-23-24-25-26-27-28-29-30-31-32-33-34-35-36-37-38-39-40-41-42-43-44-45-46-47-48-49-50-51-52-53-54-55-56-57-58-59-60-61-62-63-64-65-66-67-68-69-70-71-72-73-74-75-76-77-78-79-80-81-82-83-84-85-86-87-88-89-90-91-92-93-94-95-96-97-98-99-100-101-102-103-104-105-106-107-108-109-110-111-112-113-114-115-116-117-118-119-120-121-122-123-124-125-126-127-128-129-130-131-132-133-134-135-136-137-138-139-140-141-142-143-144-145-146-147-148-149-150-151-152-153-154-155-156-157-158-159-160-161-162-163-164-165-166-167-168-169-170-171-172-173-174-175-176-177-178-179-180-181-182-183-184-185-186-187-188-189-190-191-192-193-194-195-196-197-198-199-200-201-202-203-204-205-206-207-208-209-210-211-212-213-214-215-216-217-218-219-220-221-222-223-224-225-226-227-228-229-230-231-232-233-234-235-236-237-238-239-240-241-242-243-244-245-246-247-248-249-250-251-252-253-254-255-256-257-258-259-260-261-262-263-264-265-266-267-268-269-270-271-272-273-274-275-276-277-278-279-280-281-282-283-284-285-286-287-288-289-290-291-292-293-294-295-296-297-298-299-300-301-302-303-304-305-306-307-308-309-310-311-312-313-314-315-316-317-318-319-320-321-322-323-324-325-326-327-328-329-330-331-332-333-334-335-336-337-338-339-340-341-342-343-344-345-346-347-348-349-350-351-352-353-354-355-356-357-358-359-360-361-362-363-364-365-366-367-368-369-370-371-372-373-374-375-376-377-378-379-380-381-382-383-384-385-386-387-388-389-390-391-392-393-394-395-396-397-398-399-400-401-402-403-404-405-406-407-408-409-410-411-412-413-414-415-416-417-418-419-420-421-422-423-424-425-426-427-428-429-430-431-432-433-434-435-436-437-438-439-440-441-442-443-444-445-446-447-448-449-450-451-452-453-454-455-456-457-458-459-460-461-462-463-464-465-466-467-468-469-470-471-472-473-474-475-476-477-478-479-480-481-482-483-484-485-486-487-488-489-490-491-492-493-494-495-496-497-498-499-500-501-502-503-504-505-506-507-508-509-510-511-512-513-514-515-516-517-518-519-520-521-522-523-524-525-526-527-528-529-530-531-532-533-534-535-536-537-538-539-540-541-542-543-544-545-546-547-548-549-550-551-552-553-554-555-556-557-558-559-560-561-562-563-564-565-566-567-568-569-570-571-572-573-574-575-576-577-578-579-580-581-582-583-584-585-586-587-588-589-590-591-592-593-594-595-596-597-598-599-600-601-602-603-604-605-606-607-608-609-610-611-612-613-614-615-616-617-618-619-620-621-622-623-624-625-626-627-628-629-630-631-632-633-634-635-636-637-638-639-640-641-642-643-644-645-646-647-648-649-650-651-652-653-654-655-656-657-658-659-660-661-662-663-664-665-666-667-668-669-670-671-672-673-674-675-676-677-678-679-680-681-682-683-684-685-686-687-688-689-690-691-692-693-694-695-696-697-698-699-700-701-702-703-704-705-706-707-708-709-710-711-712-713-714-715-716-717-718-719-720-721-722-723-724-725-726-727-728-729-730-731-732-733-734-735-736-737-738-739-740-741-742-743-744-745-746-747-748-749-750-751-752-753-754-755-756-757-758-759-760-761-762-763-764-765-766-767-768-769-770-771-772-773-774-775-776-777-778-779-780-781-782-783-784-785-786-787-788-789-790-791-792-793-794-795-796-797-798-799-800-801-802-803-804-805-806-807-808-809-810-811-812-813-814-815-816-817-818-819-820-821-822-823-824-825-826-827-828-829-830-831-832-833-834-835-836-837-838-839-840-841-842-843-844-845-846-847-848-849-850-851-852-853-854-855-856-857-858-859-860-861-862-863-864-865-866-867-868-869-870-871-872-873-874-875-876-877-878-879-880-881-882-883-884-885-886-887-888-889-890-891-892-893-894-895-896-897-898-899-900-901-902-903-904-905-906-907-908-909-910-911-912-913-914-915-916-917-918-919-920-921-922-923-924-925-926-927-928-929-930-931-932-933-934-935-936-937-938-939-940-941-942-943-944-945-946-947-948-949-950-951-952-953-954-955-956-957-958-959-960-961-962-963-964-965-966-967-968-969-970-971-972-973-974-975-976-977-978-979-980-981-982-983-984-985-986-987-988-989-990-991-992-993-994-995-996-997-998-999-1000-1001-1002-1003-1004-1005-1006-1007-1008-1009-1010-1011-1012-1013-1014-1015-1016-1017-1018-1019-1020-1021-1022-1023-1024-1025-1026-1027-1028-1029-

A02

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 Support:	Administration Comment:
<ul style="list-style-type: none"> The structure significantly contributes to the local character and streetscape of the Mount Hawthorn town centre. The Structure has formed a strong communal hub for local families and patrons of the business. The structure adds vibrancy, activation, amenity, and liveliness to the locality. The business/premises attracts people to the area. 	Noted.
Comments Received in Objection:	Administration Comment:
<ul style="list-style-type: none"> Concerns that usage of the alfresco structure by patrons and staff impacts mobility of pedestrians due to the narrowness of the footpath between the alfresco structure and shop front. The structure is out of character with the outdoor parklets approved elsewhere within the City of Vincent. 	<p>The alfresco structure had been constructed in accordance with Condition No. 6 of the 2018 approval, which stipulates that a 1.5 metre wide pedestrian access way was to be provided at all times to allow the public thoroughfare. To ensure pedestrian mobility is not adversely impacted, Administration has recommended a condition of approval requiring a management plan be submitted that demonstrates that the movement of pedestrians will not be unreasonably impacted by patrons and staff of Spritz.</p> <p>The Vibrant Public Spaces Policy which guides the development of outdoor parklets within the City of Vincent was endorsed in June 2022, four years after the Alfresco Structure at Spritz received initial planning approval. Whilst the alfresco structure does not strictly adhere to the detailed design requirements for eatlets as outlined in the policy, the structure meets relevant objectives of the policy as detailed in Administration's report to Council.</p>
Comments Received Expressing Concern:	Applicant Comment:
The structure is in line with the curb and obstructs the view between pedestrians and oncoming traffic.	Excluding planter boxes to the southern elevation, the structure is set back one metre from the road. The structure is also unenclosed on all sides and has a solid wall height of 0.7 metres above the natural ground level meaning the structure is visually permeable as viewed from all elevations.

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

Summary of Submissions:

The Applicant notes that 137 submissions in support of the proposal were received.

All 137 supportive submissions related to the following themes:

- The structure significantly contributes to the local character and streetscape of the Mount Hawthorn town centre.
- The structure has formed a strong communal hub for local families and patrons of the business;
- The structure adds vibrancy, activation, amenity, and liveliness to the locality; and
- The business/premises attracts people to the area.

The City received 5 submissions which objected to the proposal, and one submission which expressed concerns.

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

Comments Received in Objection:	Applicant Comment:
<u>Accessibility</u> <ul style="list-style-type: none"> • Concerns that usage of the alfresco structure by patrons and staff impacts mobility of pedestrians due to the narrowness of the footpath between the alfresco structure and shop front. 	<p>APPLICANT RESPONSE TO POINT 1:</p> <p>The width of the footpath between the alfresco structure and the shop front is 1500mm, which is compliant with the City's requirements and accords with the approved working drawings issued under Building Permit No. 6.2019.212.1.</p> <p>The suggestion that the footpath between the shop front and the alfresco structure is narrow and impacts on pedestrians being able to utilise the footpath is unfounded.</p> <p>Pedestrians are not obstructed from utilising the footpath between the alfresco dining area and the shop front.</p> <p>Patrons of Spritz do not meet gather or dine within the 1500mm wide thoroughfare.</p> <p>Staff of Spritz move to and from the alfresco area in a coordinated and managed way.</p> <p>The alfresco dining area functions in the same way as all other alfresco dining areas along Scarborough Beach Road and across Western Australia.</p> <p>This pedestrian thoroughfare conforms with the requirements of the approval and remains unobstructed and accessible to all. The Applicant therefore requests that the objection be dismissed.</p>

Summary of Submissions:

Comments Received in Objection:	Applicant Comment:
<ul style="list-style-type: none"> The structure is out of character with the outdoor parklets approved elsewhere within the City of Vincent. 	<p>APPLICANT RESPONSE TO POINT 2:</p> <p>This comment is not relevant to the Application. The Applicant requests that the objection be dismissed.</p> <p>The alfresco structure is not an outdoor parklet. The characteristics of the Spritz structure cannot therefore be compared to 'outdoor parklets approved elsewhere' within the City for the purpose of this assessment.</p> <p>To elaborate, the Applicant advises that a 'parklet' is defined in the City's Vibrant Public Spaces Policy as follows:</p> <p><i>Parklet means a small public park set into the existing streetscape. Parklets are for anyone to use at all times, and are not reserved for customers of particular businesses. Parklets repurposes part of the street into a public space for people through the provision of seating, shade and greenery.</i></p> <p>The alfresco structure is not a small public park. It is not used by anyone at all times. It is used for customers of Spritz during business hours and publicly accessible outside of trading times.</p> <p>This Application seeks a renewal of the approval granted by the City for the existing alfresco structure which includes a motorised café blind system to allow for a climate controlled response.</p> <p>The alfresco dining area of Spritz requires this different structure to remain in place for weather protection. It is a structure required to respond to the unique characteristics of the site and is to be considered on its merit, and not in comparison to entirely different public space types which are not relevant to the Application.</p> <p>In the circumstances of this structure, it is essential to the continued successful operation of Spritz in this location that it remain. The south western orientation of the tenancy and siting of the restaurant on the northern side of Scarborough Beach Road means that the alfresco area is highly exposed to all weather conditions. This outdoor dining area would become untenable without this structure being provided and able to be operated in a way which offers protection for patrons in response to the changing weather patterns of the day and throughout the different seasons of the year.</p> <p>The high quality design and robust nature of the structure is a vibrant feature and significant contributor to the Mount Hawthorn streetscape for the benefit of the public. The overwhelming number (137) of supporting submissions received by the City during the public advertising process confirms the positive impact that this structure has had on the local community and that its character is accepted as forming an important and identifiable feature of this café strip.</p>

Summary of Submissions:

Comments Received Expressing Concern:	Applicant Comment:
<p><u>Safety</u></p> <ul style="list-style-type: none">The structure is in line with the curb and obstructs the view between pedestrians and oncoming traffic.	<p>The structure is not in line with the kerb. Nor does it obstruct pedestrian sight lines when crossing Scarborough Beach Road.</p> <p>The structure is setback 600mm from the edge of the kerb to the edge of the planters and a further 400mm to the edge of the structure (a total of 1.0m), which is compliant with the City's requirements and Building Permit No. 6.2019.212.1.</p> <p>The Applicant requests that the objection be dismissed.</p>

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

The table below provides a summary of the outstanding DRP Chairperson comments and Administration's response to these.

Principle 1 – Context & Character Principle 3 – Built Form & Scale Principle 10 – Aesthetics	
DRP Chairperson Comments	Administration Response
<ol style="list-style-type: none"> 1. The design language, form, materiality and colours don't appear to draw from, reference, interpret or sit within the local area's unique character and context comfortably. 2. The structure impacts negatively on the adjoining building's streetscape interface as well as interactivity by enclosing a public footpath blocking the visibility and legibility of adjoining shopfront. 3. The signage appears out of context and very prominent on the streetscape due to its proximity to the streetscape. 	<ol style="list-style-type: none"> 1. The structure was constructed in late 2019 and over the past 5 years has formed part of the local areas' unique character. 2. The adjoining tenancies maintain suitable streetscape interaction. This is provided due to the unenclosed and permeable edges of the alfresco, which maintains sightlines between the street and Restaurant/Café tenancy, and vice versa. 3. The size and scale of the signage is appropriate relevant to the size façade. It is the only signage for the tenancy that is visible from the street and does not result in a proliferation of signage. The size is consistent with the signs of signs located on awning signs within the surrounding context.
Principle 3 – Built Form & Scale	
DRP Chairperson Comments	Administration Response
<ol style="list-style-type: none"> 1. The visual bulk of the structure is dominant within the streetscape and lacks a sense of openness. 	<ol style="list-style-type: none"> 1. The visual bulk of the structure is reduced by the visual permeability of each elevation, with solid portions of structure sitting at a maximum of 700mm above NGL, and alfresco blinds only being used during increment weather.
Principle 7 – Legibility	
DRP Chairperson Comments	Administration Response
<ol style="list-style-type: none"> 1. The structure dominates and restricts visibility of the adjoining building's shopfront in effect becoming a proxy shopfront when viewed from the streetscape. 2. The pull-down blinds generate an inactive streetscape when closed. 	<ol style="list-style-type: none"> 1. The alfresco structure is visually permeable to the west, southwest and eastern elevations, which allow for visibility between the street and building shopfront. This is demonstrated in images provided by the applicant in Attachment 3. 2. The alfresco blinds are visually permeable and are infrequently used. When the alfresco blinds are being used, the structure is occupied, and as a result the streetscape is activated.
Principle 8 – Safety	
DRP Chairperson Comments	Administration Response
<ol style="list-style-type: none"> 1. When the pull-down blinds are closed, the structure generates limited passive surveillance of the streetscape. 2. The structure creates a concealed space between itself and the adjoining shopfront when the structure is not in use. 3. The openings from the structure on the streetscape side are close to the kerb 	<ol style="list-style-type: none"> 1. The alfresco blinds are closed only during business hours to provide shade to patrons, as necessary. Streetscape surveillance would be provided by virtue of the structure being utilised by patrons at this time. 2. The structure has been in place for 5 years, with the City having no recorded incidents relating to the structure creating a threat to






and street meaning there is limited visibility of passing cars when pedestrians step out onto the street.	<p>public safety. The solid portion of wall to each elevation is 0.7 metres high. When the business is closed and the structure is not occupied, all four sides of the structure are open which allows for a high level of visual permeability through the space which limits the potential for concealment and entrapment.</p> <p>3. The alfresco structure is visually permeable to the west, southwest and eastern elevations. Planter boxes and landscaping either side of the structure prevent pedestrians from crossing the street.</p>
Principle 9 – Community	
DRP Chairperson Comments	Administration Response
<ol style="list-style-type: none"> 1. The sense of enclosure generated by the structure gives the impression the structure is claiming a public footpath as commercial space for the adjoining tenancy. 2. The structure restricts pedestrian movement on a public footpath to a very narrow and enclosed zone. 	<ol style="list-style-type: none"> 1. The structure is unenclosed to all elevations, and remains accessible to the public when the adjoining restaurant is closed. 2. The alfresco structure has been constructed in accordance with the approved building plans and conditions of the 2018 approval. This aspect has been further considered in Administration's comments below.

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

5.2 NO. 56 (LOT 3; S/P 7987) LINDSAY STREET, PERTH - PROPOSED ALTERATIONS AND ADDITIONS TO GROUPED DWELLING (ANCILLARY DWELLING)

Ward: South

- Attachments:**
1. Consultation and Location Plan [↓](#) 
 2. Development Plans [↓](#) 
 3. Heritage Impact Statement [↓](#) 
 4. Applicant Statement of Intent [↓](#) 
 5. Determination Advice Notes [↓](#) 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Alterations and Additions to Grouped Dwellings at No. 56 (Lot: 3; S/P 7987) Lindsay Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

1. Development Plans

This approval is for Alterations and Additions to Grouped Dwelling as shown on the approved plans dated 11 April 2023. No other development forms part of this approval;

2. External Fixtures

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

3. Colours and Materials

The colours, materials and finishes of the development shall be in accordance with the 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. Stormwater

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

5. Operable Window

The proposed upper floor study window shall be operable in design, to the satisfaction of the City.

EXECUTIVE SUMMARY:

The purpose of this report is to consider an application for development approval for Alterations and Additions to a Grouped Dwelling at No. 56 Lindsay Street, Perth (the subject site) that is included on the City of Vincent Heritage List as Management Category B – Conservation Recommended.

The application proposes the demolition of an existing ground floor roof and an existing upper floor window, to the rear elevation of the existing dwelling. The demolition works are proposed to facilitate the construction of a new upper floor addition. The upper floor addition includes a new study, bathroom and spiral staircase,

which results in the creation of an ancillary dwelling. The proposed development plans are included as **Attachment 2**.

The proposed development requires an assessment against the objectives of the City's Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties (Heritage Management Policy), which ensures the preservation of heritage value while enabling improvements to the heritage buildings. The proposal is acceptable as the demolition works and proposed additions do not impact the principal façade of the dwellings or the heritage significance of the place.

The proposed additions are acceptable as they are located to the rear of the subject site and are designed to be respectful to the existing dwelling and adjacent heritage properties. The form and scale are compatible with neighbouring dwellings, featuring a sympathetic roof design and rear alignment, with the additions being located to align with the existing ground floor and sit below the existing roof and eaves line. The proposed colours and materials have been implemented to complement the existing dwelling without mimicking or replicated the existing historic styles.

The elements of the proposal that require a design principles assessment and the exercise of discretion include solar access and natural ventilation and ancillary dwelling requirements. This is due to the bathroom not including a window on its external walls. The proposal is acceptable as a skylight and internal window are provided to the bathroom. This allows the room to receive natural daylight, while maintaining visual privacy to the subject and adjoining dwellings. A condition of approval has been recommended requiring the upper floor study window to be operable in design, to allow ventilation to flow through the upper floor spaces.

PROPOSAL:

The application proposes alterations and additions to the rear of one of the existing double-storey terrace houses on the subject site.

The addition would facilitate the provision of an ancillary dwelling to the rear of the existing grouped dwelling.

A summary of the works proposed is as follows:

- An extension to the upper floor of the existing dwelling of 18.8 square metres.
- The addition includes a study and bathroom, as well as an external spiral staircase that provides access between the study and ground floor outdoor living area.
- To facilitate the upper floor addition, the following demolition works are proposed:
 - The removal of the northern window on the south-east elevation. This is to create a doorway between the proposed additions and the existing bedroom on the first floor. The creation of the opening also requires the removal of the brickwork below the window to the floor level and the supporting brickwork surrounding the window.
 - The removal of ground floor metal sheet roofing, to facilitate the construction of the proposed upper floor addition.

The proposed development plans are included as **Attachment 2**. The applicant's supporting Heritage Impact Assessment and Statement of Intent are included as **Attachment 3** and **Attachment 4**, respectively.

DELEGATION:

This application is being referred to Council for determination in accordance with the City's Register of Delegations, Authorisations and Appointments. This is because the delegation does not extend to proposals that propose the demolition of any structure or building on a heritage-protected place.

The application proposes demolition to a heritage protected place. The demolition relates to the existing window and surrounding bricks to the upper floor south-east elevation, as well as metal roof sheeting of the existing ground floor of the dwelling.

BACKGROUND:

Landowner (No. 56 Lindsay Street):	Melinda Jane Fisher and John Russell Walter Fisher
Applicant:	Nick Wild
Client:	Melinda Jane Fisher and John Russell Walter Fisher
Date of Application:	14 September 2023
Zoning:	MRS: Urban LPS2: Zone: Mixed Use R Code: R80
Built Form Area:	Mixed Use
Existing Land Use:	Dwelling (Grouped)
Proposed Use Class:	Dwelling (Grouped)
Lot Area:	693m ²
Right of Way (ROW):	No
City of Vincent Heritage List:	Yes – Management Category B
State Register of Heritage Places:	No

Site Context and Zoning

The proposal is located at No. 56 Lindsay Street, which is one of four terrace houses (54-60 Lindsay Street) located on the subject site. The subject dwelling is the second terrace house from the south, as shown in the Site Plan included in **Attachment 2**.

The subject site is a corner lot, bound by Lindsay Street to the north-west and Monger Street to the south-west. A mixed-use commercial development is located to the north-east and a common property access easement is located to the south-east providing vehicle access to the subject site and the adjoining properties at Nos. 235-241 Beaufort Street, Perth. These properties contain residential and commercial land uses. A location plan is included as **Attachment 1**.

The subject site and adjoining properties to the north, south and south-west along Lindsay Street are zoned Mixed Use R80 under the City's Local Planning Scheme No. 2 (LPS2). Adjoining properties to the east along Beaufort Street and the north-west across Lindsay Street are zoned Commercial under LPS2.

The properties zoned Commercial along Beaufort Street are within the Activity Corridor Built Form Area under the City's Policy No. 7.1.1 – Built Form (Built Form Policy). The Commercial Zone properties along Lindsay Street and all surrounding Mixed Use Zone properties are within the Mixed Use Built Form Area under the Built Form Policy.

Heritage Listing

The subject dwelling, included as part of this proposal, forms part of a collection of four terrace houses across Nos. 54-60 Lindsay Street, Perth that are listed on the City's Heritage List as Management Category B – Conservation Recommended.

The Statement of Significance for the [heritage listing](#) reads as follows:

The terraces at No. 54-60 Lindsay Street demonstrate the suitability of this housing type to satisfy current housing needs a century after their construction. The size and scale of the group contribute to the streetscape.

The Physical Description of the site, included in the heritage listing, references the verandahs on both levels, balustrades with filigree infills, the stepping down of the roofing to the rear.

The History of the site, included in the heritage listing, references the extensive renovations and restoration of the dwellings, in the 1980s, to make way for the increasing popularity of inner-city living.

The subject site is also adjacent to four terrace houses to the south-east at Nos. 235-241 Beaufort Street, that are heritage listed and are orientated to Beaufort Street and setback significantly from the rear of the common property access easement and subject dwelling.

Previous Development Approvals

Two applications have been approved within the last 12 months in relation to subject dwelling and southern dwelling at No. 54 Lindsay Street. These include:

- On 5 July 2023, Administration approved under delegated authority, rear additions to Nos. 54 & 56 Lindsay Street, which included the addition of two carports, with access to the common property access easement at the rear of the dwellings.
- On [25 July 2023](#), Council resolved to approve an application for rear alterations and additions, including demolition to the rear windows and doors of Nos. 54 & 56 Lindsay Street as well as the demolition and rebuilding of a secondary street wall to Monger Street.

These approved works are yet to be undertaken.

DETAILS:**Summary Assessment**

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

Planning Element	Deemed-to-Comply/ Acceptable Outcomes/ As Existing	Requires the Discretion of Council
Private Open Space	✓	
Trees and Landscaping	✓	
Water Management & Conservation	✓	
Size & Layout of Dwellings	✓	
Parking	✓	
Ancillary Dwellings		✓
Site Cover	✓	
Streetscape	✓	
Street Setback	✓	
Lot Boundary Setbacks/Boundary Walls	✓	
Building Height/Storeys	✓	
Street Surveillance	✓	
Retaining Existing Dwellings	✓	
Solar Access & Natural Ventilation (Internal)		✓
Solar Access for Adjoining Sites	✓	
Visual Privacy	✓	
External Fixtures	✓	
Heritage Management Policy		✓

Detailed Assessment*R Codes Volume 1*

The R-Codes strongly advocate contextual and site-specific development solutions. To facilitate good design outcomes, the R-Codes Volume 1 provides two pathways for development assessment and determination.

Applications for development approval need to demonstrate that the proposal achieves the objectives of the R-Codes Volume 1 and the requirements of each design element through either of the following pathways:

- Deemed-to-comply** – deemed-to-comply provisions provide a straightforward means for the development proposal to demonstrate that it satisfies the objectives and design principles of the R-Codes. They outline the expected development standards that should be met through this pathway.

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

2. **Design principle** – the design principles pathway offers an alternative merit-based approach when one or more of the deemed-to-comply provisions are not satisfied. This allows for innovative design responses that may be more context and site responsive.

Where a deemed-to-comply provision is not met, the proponent should provide sufficient justification to demonstrate how they have met or exceeded the requirements of the relevant design principle(s) when this pathway is pursued.

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

The planning element of the application that does not meet the applicable deemed-to-comply standards and requires the discretion of Council is provided in the below table.

Heritage Management Policy

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

The Heritage Management Policy also requires consideration of the proposal against performance criteria. This is also considered in the Comments section below.

The planning elements of the application that do not meet the applicable acceptable outcomes and require the discretion of Council are provided in the below table.

Solar Access & Natural Ventilation	
Deemed-to-Comply Standard	Proposal
R Codes Part C – Clause 2.2 Solar Access and Natural Ventilation & Clause 2.8 Ancillary Dwellings C2.2.3 – Bathrooms located on external walls shall have a minimum of one openable window for natural ventilation. C2.8.1 – Ancillary dwellings should comply with Clause 2.2 Solar Access & Ventilation.	Upper floor bathroom, which forms part of the ancillary dwelling, provides a skylight in lieu of an operable window on its external walls.
Heritage Management Policy	
Acceptable Outcomes	Proposal
4. Development to Heritage Listed Buildings A2.1 – The additions and alterations do not alter the original roof pitch.	The proposed additions seek to demolish the rear ground floor roof to facilitate the upper floor additions.

The above planning elements of the proposal have been assessed against the applicable design principles and performance criteria in the Comments section below.

CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of 14 days between 17 November 2023 and 1 December 2023. The method of consultation included a notice on the City's website and seventeen letters being sent to the adjoining and adjacent landowners and occupiers, as shown in **Attachment 1** in accordance with the City's Community and Stakeholder Engagement Policy.

Two submissions of support were received at the conclusion of the advertising period.

One of the submissions received provided no comments. The other submission provided support for the development assuming the current parking arrangements are maintained. In response to these comments, Administration confirms the proposal does not include any changes to the current parking arrangement.

The submissions of support are noted.

Design Review Panel (DRP):

Referred to DRP: Yes

The proposal was referred to the City's DRP Member specialising in heritage conservation and architecture on three occasions for comment. The third referral related to the development plans included in **Attachment 2** and comments were sought on the acceptability of the proposed partial demolition and additions to a heritage-listed place.

The DRP Member provided comments in support of the proposal which are summarised as follows:

- The original form of the heritage building would be readily interpreted alongside the proposed additions.
- The proposed materiality would be suitable and visually recessive to the existing red brick materiality, as well as complimentary to the existing roof sheeting materials.
- The impact of the addition to the secondary street (Monger Street) is reduced due to the construction of the previously approved carports. This new context is more suitable for the proposed level of change as the intactness of this rear elevation would already be reduced.
- The design of the addition, in terms of its size, form and materiality, specifically in relation to the external wall being in line with the existing ground floor, reduces the visual impact of the proposed addition on the residence and the wider terrace group.
- The proposed works appear largely reversible with physical impacts limited to the removal of one window and a small portion of surrounding brickwork.

The DRP Member provided comments on the elements that required further consideration or were not supported, which are summarised as follows:

- The proposed addition and staircase are uncharacteristic for the highly visible and intact terrace group. The current level of intactness would be reduced by the carports previously approved behind Nos. 54 & 56 of the terrace group which will have a notable visual impact on the group and partially obscure some of the proposed additions.
- The proposed window could align better to the height datum set by the existing windows of the adjacent dwellings to maintain some uniformity in this elevation
- The colour of steel staircase has not been specified.

Amended Plans (dated 11 April 2024)

In response to the final DRP Member comments, the applicant made the following changes to the proposal:

- The proposed window location was amended to better align with that of the adjoining dwellings.
- The schedule of colours and materials were updated to include the colour of the steel staircase.

The DRP Member reviewed the additional information and revised plans and confirmed the applicable comments had been addressed.

Administration sought additional comments from the DRP Member in relation to additional window locations and the operability of the proposed window:

- An additional window or an increase in the size of the existing window to accommodate the R Codes openable window to bathroom requirements would adversely disrupt the established pattern of fenestration established across the terrace group elevation and have a larger visual impact than the proposed window to the study area.
- Operability of the proposed study window would have no adverse impact on the overall appearance or significance of the heritage place.

The table below shows the design review evaluation by the DRP Member as considered against the 10 principles of good design.

Design Review Progress Report			
	Supported		
	Pending further attention		
	Not supported		
	Not relevant to this proposal		
	DRP Chairperson		
	Referral 1 – Plans dated 14 September 2023	Referral 2 – Plans dated 21 February 2024	Referral 3 – Plans dated 25 March 2024
Principle 1 – Context & Character			
Principle 2 – Landscape Quality			
Principle 3 – Built Form and Scale			
Principle 4 – Functionality & Built Quality			
Principle 5 – Sustainability			
Principle 6 – Amenity			
Principle 7 – Legibility			
Principle 8 – Safety			
Principle 9 – Community			
Principle 10 – Aesthetics			

The table below provides a summary of the outstanding DRP comments and Administration's response to these.

DRP Comments Received	Administration Comment:
<p><u>Principle 1 – Context & Character</u></p> <p>The first-floor addition and staircase are atypical amongst the largely intact terrace group.</p> <p><u>Principle 10 – Aesthetics</u></p> <p>The aesthetics are incongruous to the row of terraces.</p>	<p>The proposed additions have been designed to the rear of the subject site and are respectful and compatible with the existing dwelling and to the adjoining properties that are of heritage value.</p> <p>The form and scale of the proposed alterations and additions compliment the adjoining dwellings. The proposed roof would be reflective of the existing sloping roof and materiality and the additions are proposed to be in line with the existing rear of the dwelling. The additions will be partially obscured by the previously approved carports, once constructed.</p> <p>The proposed materials and finishes have been proposed to complement the materiality of the existing dwelling whilst not mimicking or replicating their existing historic styles.</p> <p>The acceptability of these aspects of the application as considered against the applicable design principles, acceptable development standards and performance criteria is referred to in the Comments section below.</p>

LEGAL/POLICY:

- Planning and Development Act 2005;
- Heritage Act 2018;
- Planning and Development (Local Planning Schemes) Regulations 2015;
- City of Vincent Local Planning Scheme No. 2;
- Burra Charter;
- State Planning Policy 3.5 – Historic Heritage Conservation;
- Community and Stakeholder Engagement Policy;
- Residential Design Codes Volume 1 - Part C;
- Policy No. 7.1.1 – Built Form Policy; and
- Policy No. 7.6.1 – Heritage Management – Development Guidelines for Heritage and Adjacent Properties.

Planning and Development Act 2005

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

Planning and Development (Local Planning Schemes) Regulations 2015

In accordance with [Clause 67\(2\)](#) of the Deemed Provisions in the *Planning and Development (Local Planning Schemes) Regulations 2015* (Planning Regulations) and in determining a development application, Council is to have due regard to a range of matters to the extent that these are relevant to the development application.

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

Burra Charter

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

In accordance with Article 8 of the Burra Charter, conservation of heritage places requires the retention of an appropriate setting with demolition which would adversely affect the setting, not considered appropriate.

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

Residential Design Codes Volume 1 - Part C

The Residential Design Codes were gazetted on 10 April 2024. The changes to R Codes Volume 1 resulted in a split Volume 1 of the R Codes into Part B and Part C, as follows:

- Part B applies to all single houses R40 and below, grouped dwellings R25 and below, and multiple dwellings in areas coded R10-R25.
- Part C applies to all single houses R50 and above, grouped dwellings in areas coded R30 and above, and multiple dwellings in areas coded R30 to R60.

This proposal has been assessed against Part C of the R Codes. This is because the proposal relates to a Grouped Dwelling development on property coded Mixed Use R80.

State Planning Policy 3.5 – Historic Heritage Conservation

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

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

As the subject site is a heritage listed property, the proposal is required to be assessed against Part 4 and 5 of the Heritage Management Policy.

The objectives of the Heritage Management Policy are to:

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

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

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

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

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

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

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

There are limitations for the development to influence whole of life environmental impact of the entire dwelling on the site through this application. This is because the scope of the application is limited to an 18.8 square metre building extension.

Administration's assessment has identified that the proposed development would satisfy the [Local Housing Objectives](#) of the Built Form Policy in respect to environmentally sustainable design. This is because the development proposes the retention of most of the existing building and structures on-site to minimise building waste.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications from this report.

COMMENTS:

Summary Assessment

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

- The proposed demolition and new additions, located to the rear of the subject site, would not impact on the primary façade and heritage significance of the place.
- The rear location and design of the proposed alterations and additions are respectful and compatible with the existing dwelling and to the adjoining properties that are of heritage value.
- The form and scale of the proposed alterations and additions are compatible and respectful to the heritage place. This is because the proposed roof design is complementary to the existing roof form, the additions sit within the existing building envelope, and the additional sit below the existing eaves line, resulting in a respectful built form outcome.
- The proposed materials and finishes complement the materiality of the existing dwelling whilst not mimicking or replicating the existing historic styles.
- The additions would improve internal amenity via the implementation of an openable window, to be conditioned, to the study to allow for solar access and ventilation across the upper floor.

Heritage Management Policy

The City's Heritage Management Policy sets out standards for development to heritage places and development adjacent to heritage places. The Policy requires the proposal to be considered against the performance criteria.

Comments are included below addressing how the proposed development meets the [performance criteria](#) and [objectives](#) of the Heritage Management Policy.

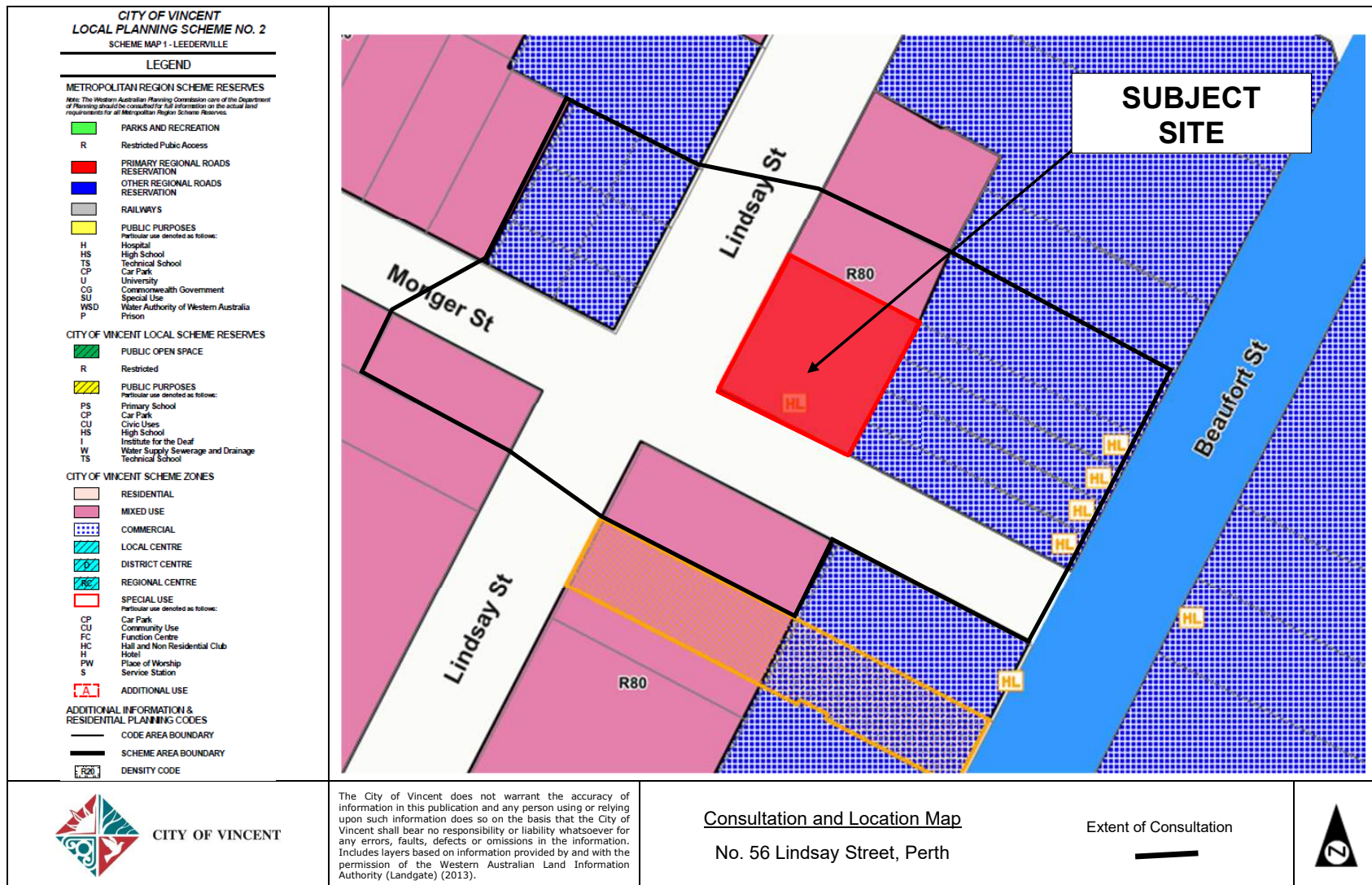
- Heritage Demolition: The Heritage Management Policy accepts partial demolition to heritage listed places where the parts to be demolished do not contribute to the cultural heritage significance of the place. The demolition of the existing structures on the subject site would not impact on the heritage significance of the place or structural integrity of the existing dwelling and adjoining dwellings. The demolition would be modest and relates to the removal of roofing to the ground floor, and to a window and the surrounding supporting brickwork, to the south-east elevation. The ground floor roof is not original as it has been previously modified.
- Streetscape: The Lindsay Street façade is the primary façade due to the references of design features, within the Statement of Significance and Physical Description, detailed in the Heritage Listing section of this report. The proposed development would not modify the Lindsay Street principal façade or any other areas of significant fabric of the heritage listed property, with the additions only visible from Monger Street. The impact to Monger Street is acceptable on the basis that the additions have been designed to be compatible with the existing fabric, as detailed below.
- Building Scale, Bulk and Mass: The addition has been designed to reduce the overall scale, while respecting the heritage significance of the place. The proposed upper floor addition does not expand the established building footprint, as it aligns with the existing ground floor building line. The steel staircase is small in scale and lightweight in design, providing articulation to the rear. The angled roof form is consistent with and complementary to the existing angled roof of the ground floor. The overall height of the upper floor addition sits below the eaves line of the existing house, reducing the overall scale of the addition, and ensuring the additions do not dominate, when viewed from the surrounding context.

- Doors and Openings: The changes to the existing openings to the south-east elevation are consistent with Article 3 of the Burra Charter, whereby changes been reduced to a little as possible to facilitate the additions. The southernmost window is proposed to be retained and incorporated within the addition, as a window between the bathroom and stairwell. The northernmost window, surrounding supporting brickwork and brickwork below, is proposed to be removed to facilitate access between the existing house and the proposed addition. The new proposed window has been appropriately designed to reflect the orientation and height datum of the existing rear facing windows, ensuring consistency with the terrace group.
- Materials, Finishes and Fences: The proposed materials and finishes would complement the existing light grey zincalume roof of the existing dwellings. The materials include light grey compressed fibro cement, light grey anodized aluminium window frames and light grey steel staircase. These materials would not mimic or replicate historic styles and would not obscure the heritage fabric of the dwellings, and would seek to improve the existing development.
- Adaptive Reuse: The proposed additions seek to conservatively adapt and reuse the existing building into a dwelling that meets the needs of the current occupants, while appropriately responding to the heritage significance of the place.
- Eastern Adjoining Heritage Properties: The additions would not impact to the adjoining heritage listed properties along Beaufort Street due to the existing setbacks of the building. The proposed additions are orientated to the rear car parking area with a seven-metre setback from the rear of the adjoining properties.
- Heritage Impact Statement: The applicants Heritage Impact Statement has mentioned that whilst the additions will have an impact on the original fabric, the proposal will have no visual or physical impact on the Lindsay Street frontage. It includes details that confirm that the materiality and minimal intervention and demolition would result in an addition that is consistent with the contemporary residential developments in immediate proximity and could result in the additions be removable and reversible.
- DRP Support: The proposal is generally supported from the City's DRP Member as it has been confirmed that the minor demolition works are limited to one window and a small portion of brick wall and appear to be largely reversible. The alterations and additions have a minor impact on the heritage listed dwelling and adjoining dwellings but are supported given they are of an appropriate scale, would result in minimal impact to the heritage fabric and the materiality is suitable.

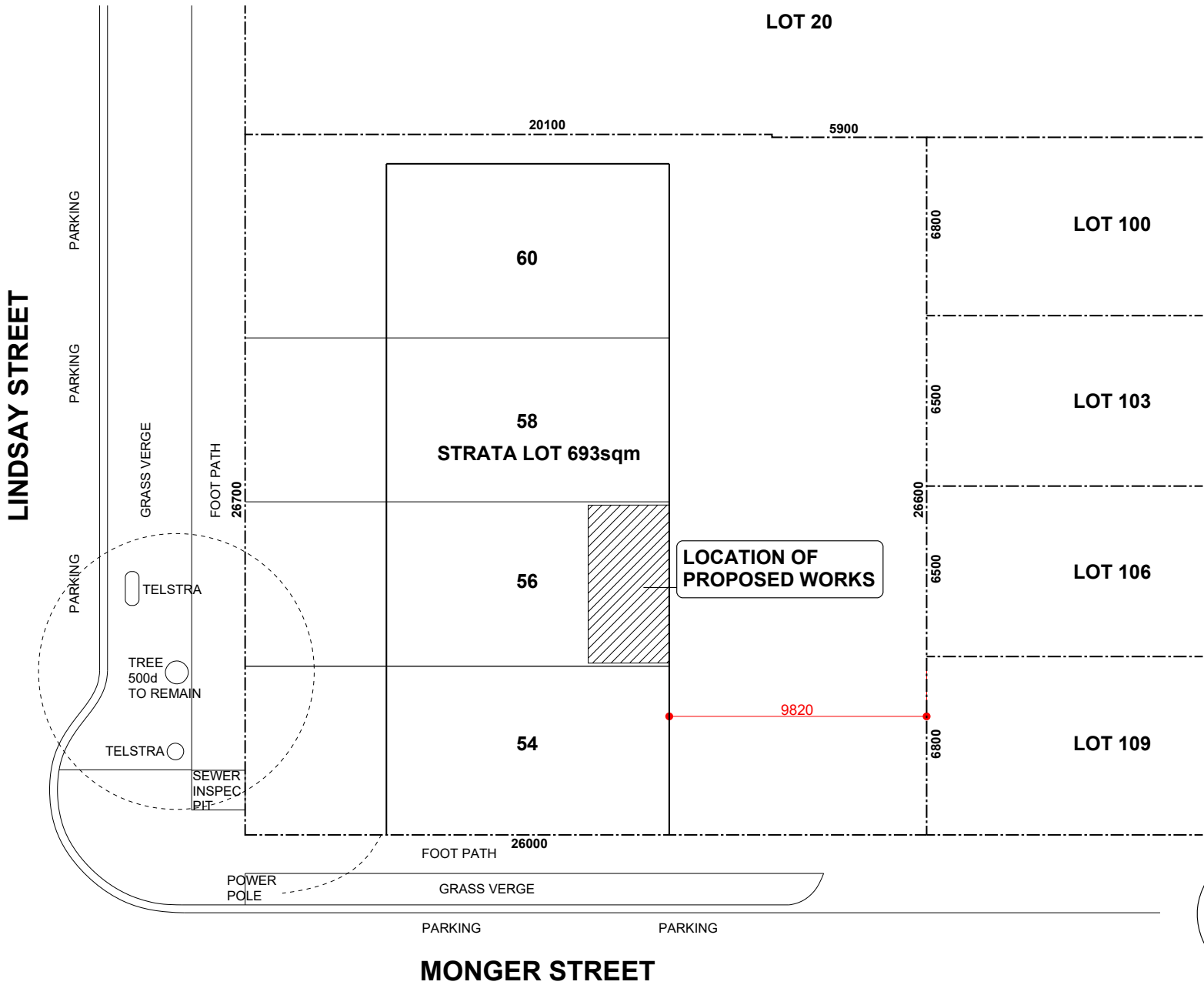
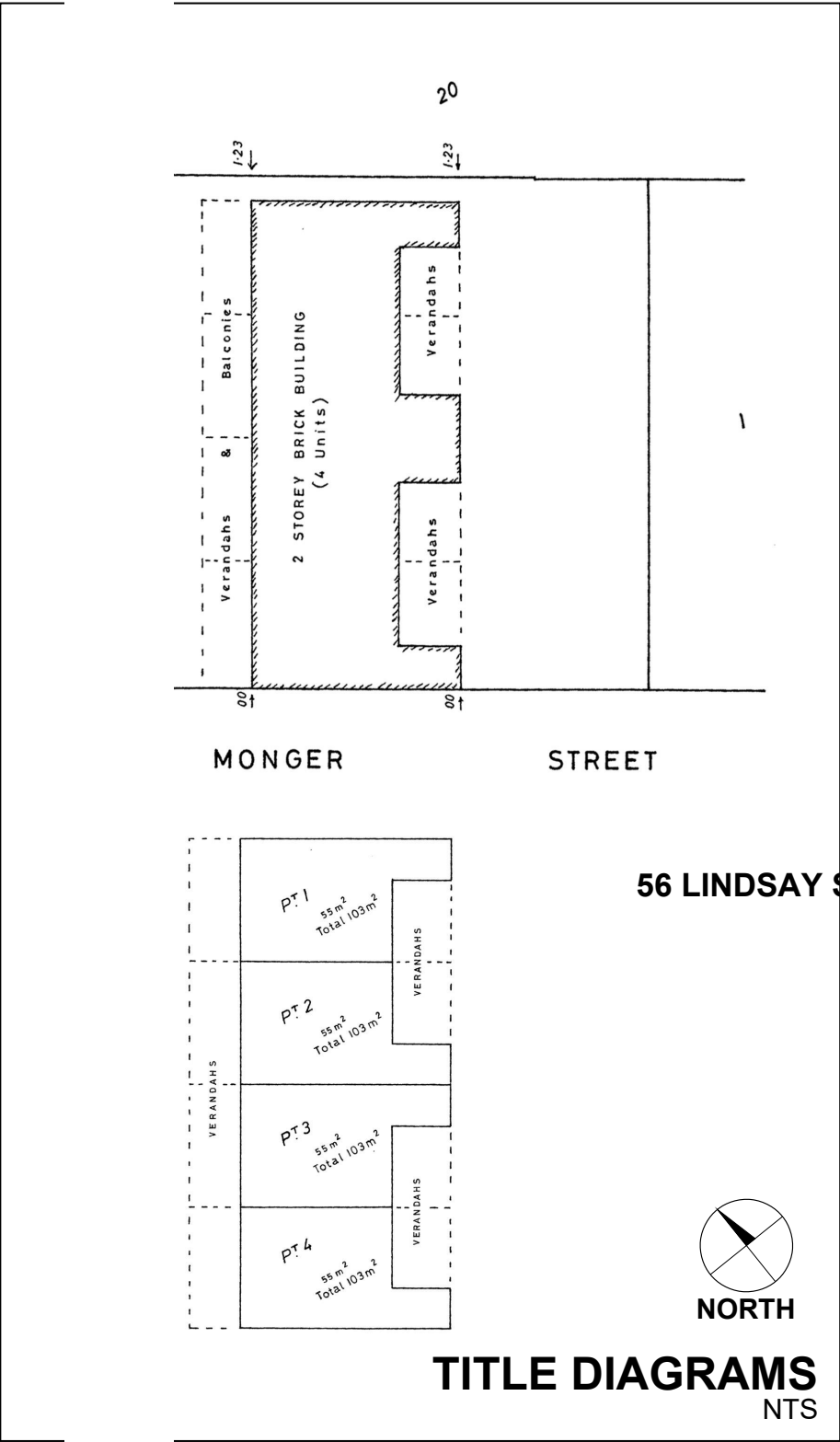
Solar Access and Natural Ventilation and Ancillary Dwellings

The proposed [Solar Access and Natural Ventilation](#) and [Ancillary Dwelling](#) would satisfy the Design Principles of the R Codes for the following reasons:

- Ventilation: A condition of approval has been recommended to provide an operable window to the upper floor study. This would allow ventilation to flow to the upper floor spaces, including the study and connected bathroom, as well as through to the entire upper floor beyond.
- Solar Gain: While the bathroom does not include windows to the external walls, the proposal would retain an existing internal window to the staircase and provides a new bathroom skylight. This would ensure the bathroom receives sunlight into the space, while maintaining visual privacy on the subject and adjoining dwellings.
- Housing Diversity: The proposal facilitates a high-quality ancillary dwelling, with good internal amenity through the provision of well sized living spaces and access to sunlight and ventilation. The proposed development would provide greater diversity of housing options, via adaptive reuse, to support the existing dwelling stock in the area.
- DRP Support: The DRP Member confirmed that adding a window to the external walls of the bathroom, would adversely disrupt the established pattern of fenestration established across the terrace group elevation and have a larger visual impact to the heritage place. The DRP Member also confirmed that an openable study window would have no adverse impact on the overall appearance or significance of the heritage place.







SITE PLAN
1 : 200
56 LINDSAY STREET

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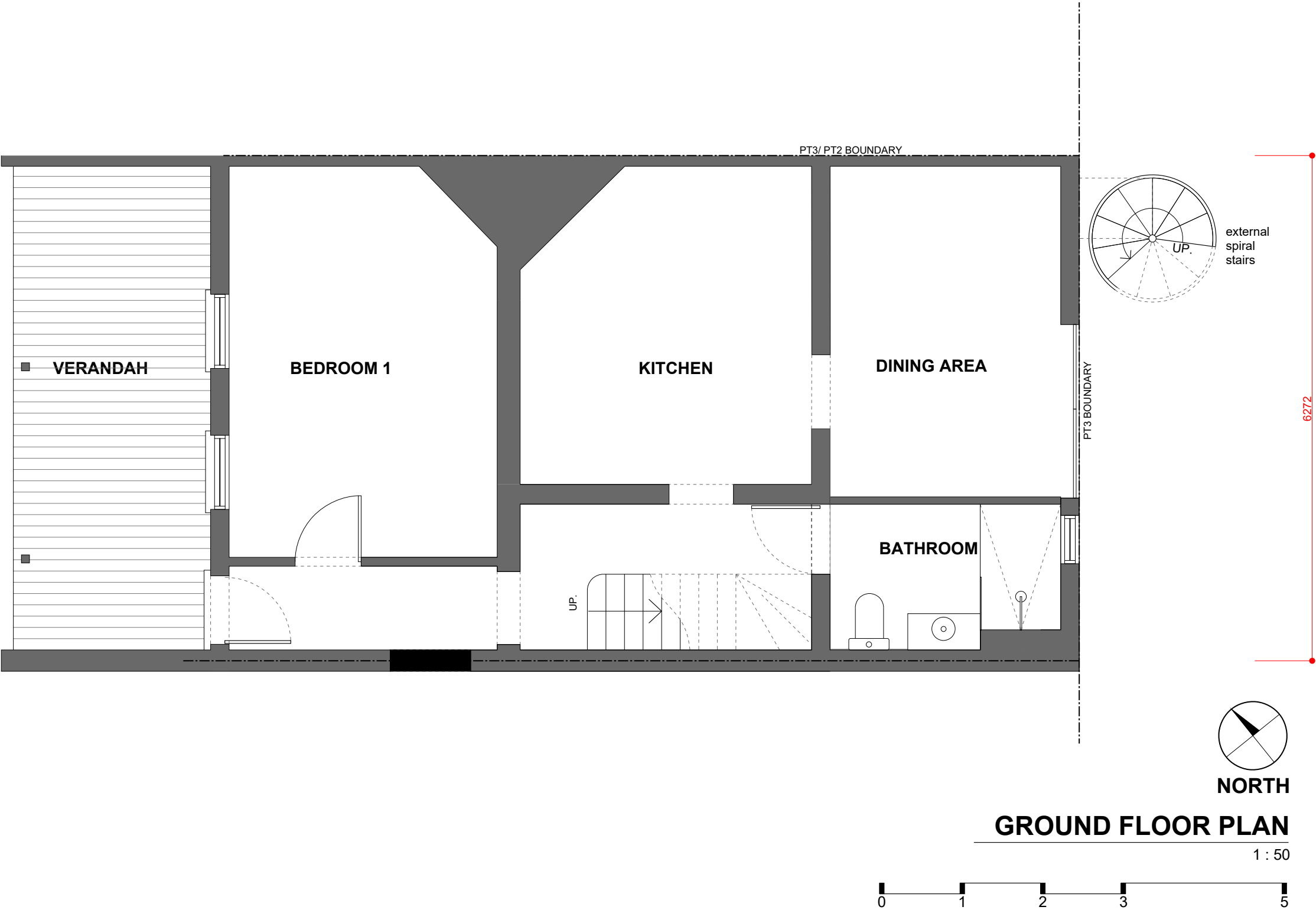
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LINDSAY STREET ADDITION	56 LINDSAY STREET PERTH	PROPOSED ADDITION	PLANNING APPROVAL	SITE					

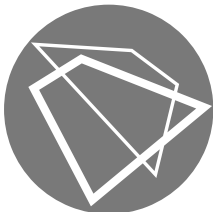
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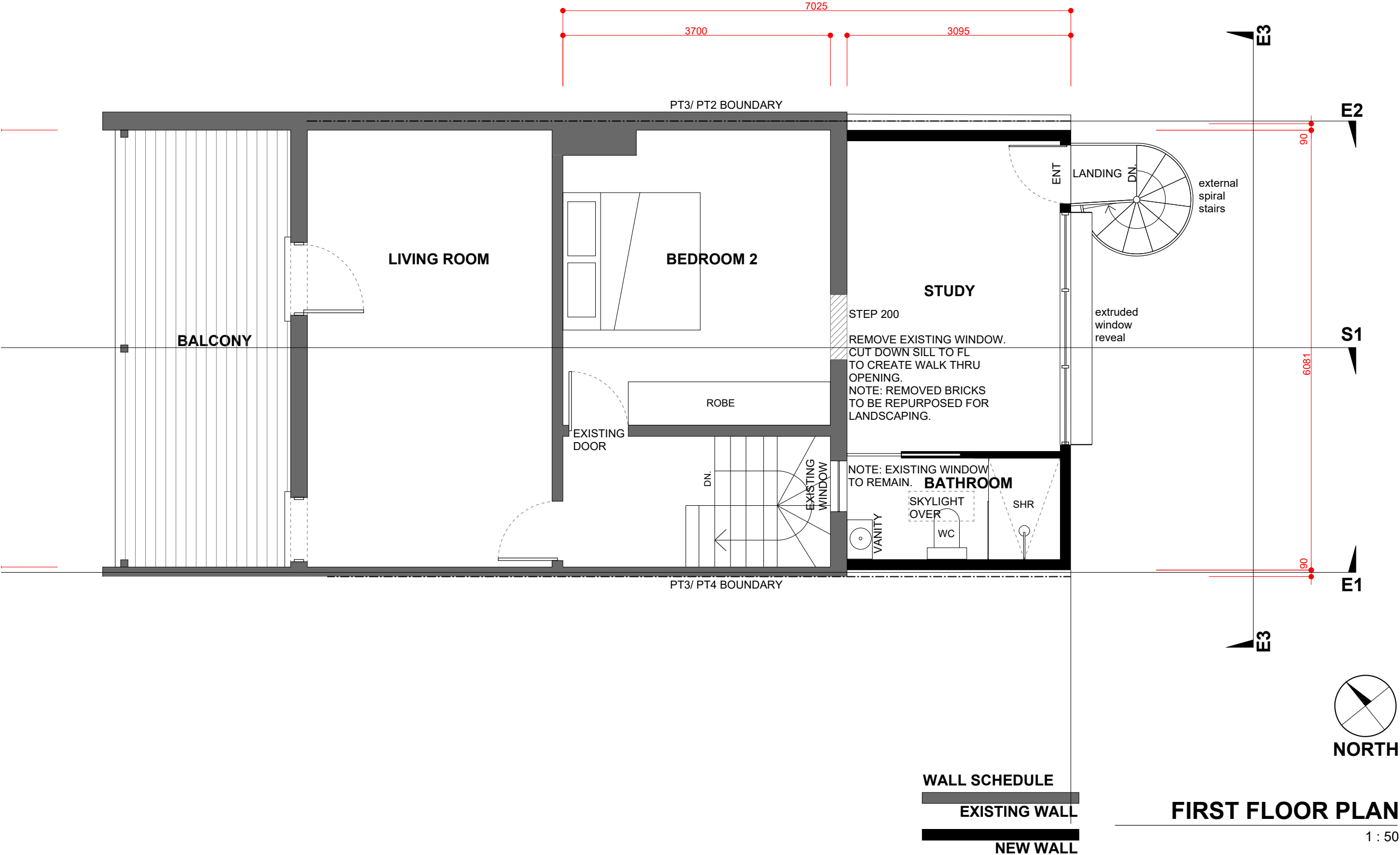


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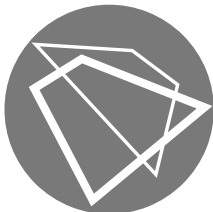
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LINDSAY STREET ADDITION	56 LINDSAY STREET PERTH	PROPOSED ADDITION	2022/03	FLOORPLAN					
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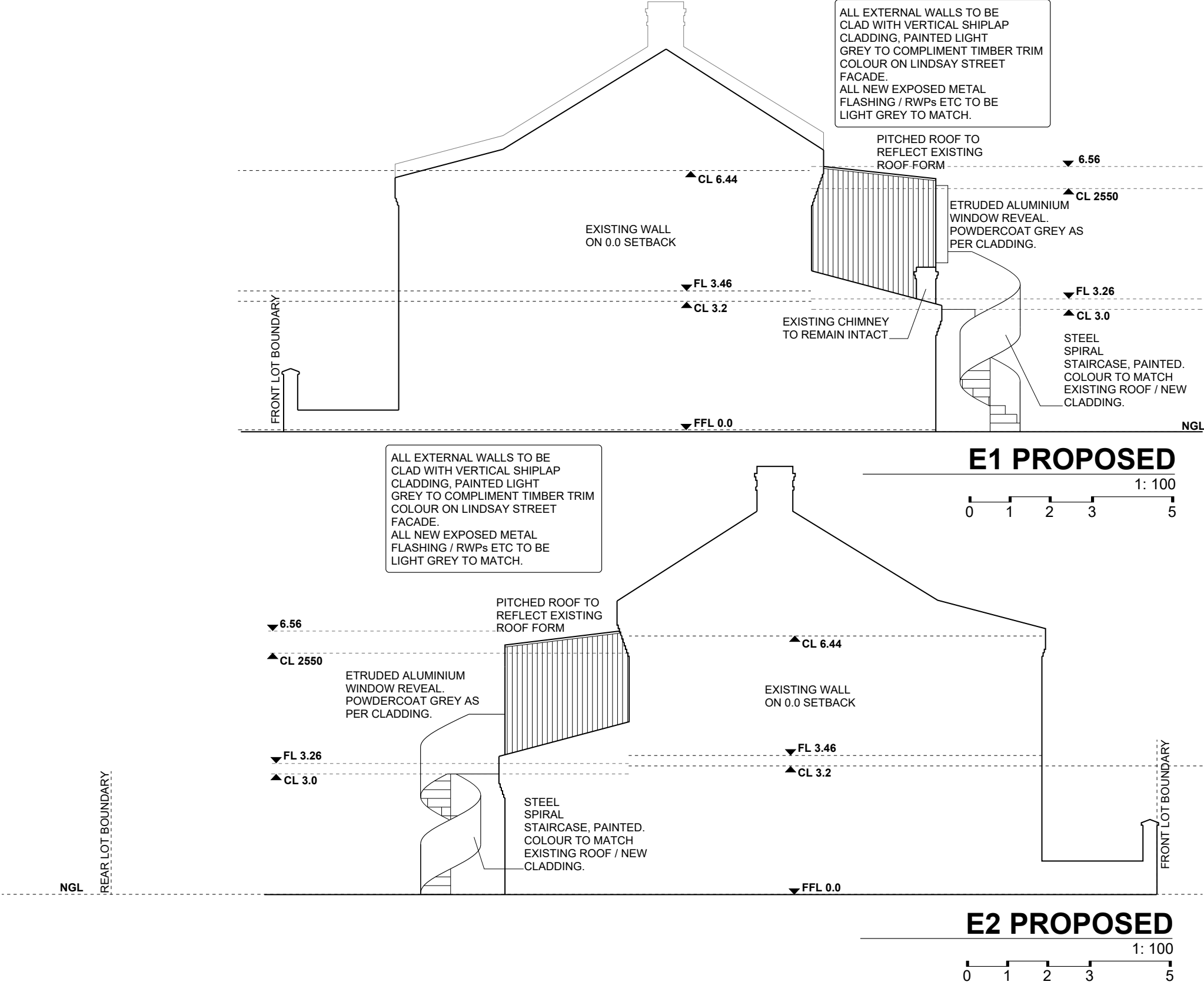
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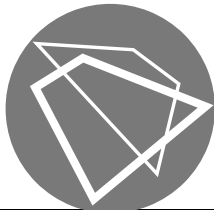
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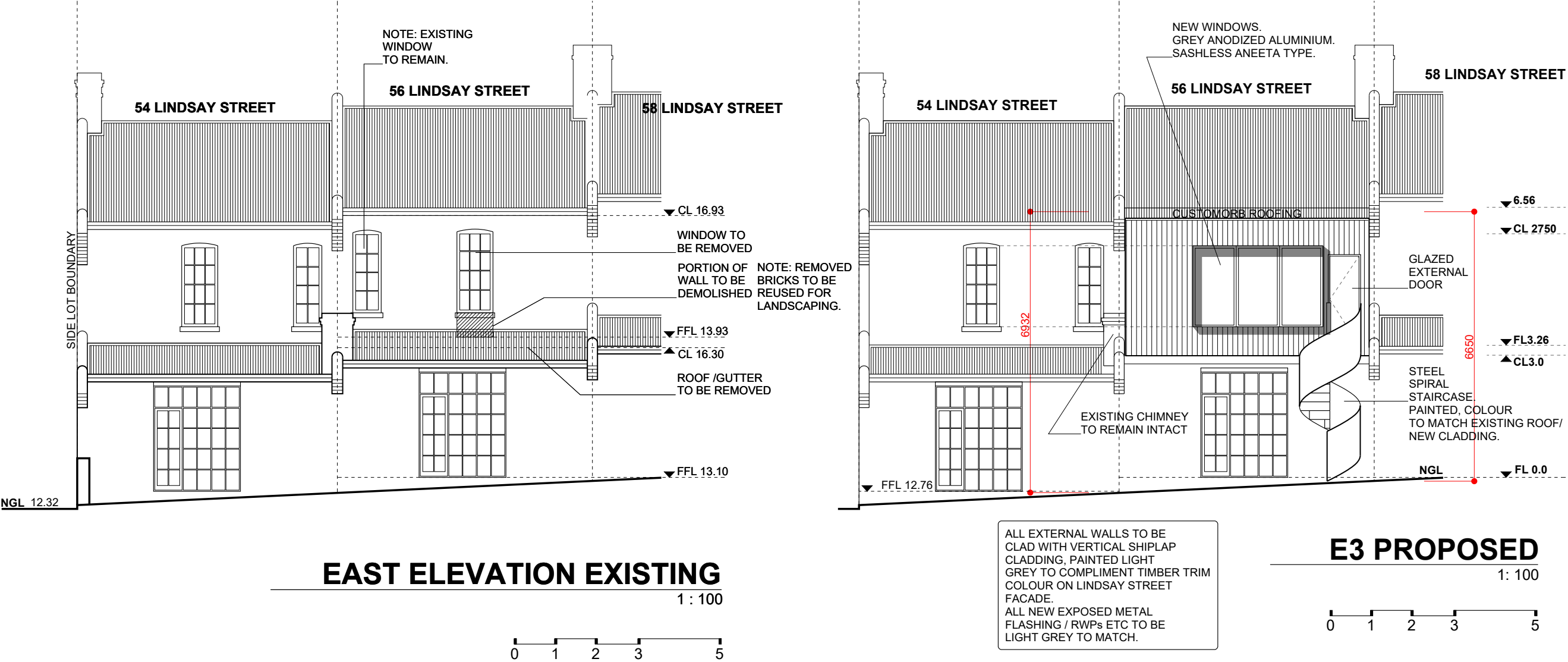
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LINDSAY STREET ADDITION	56 LINDSAY STREET PERTH	PROPOSED ADDITION	2022/03	ELEVATIONS				
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			PLANNING APPROVAL					

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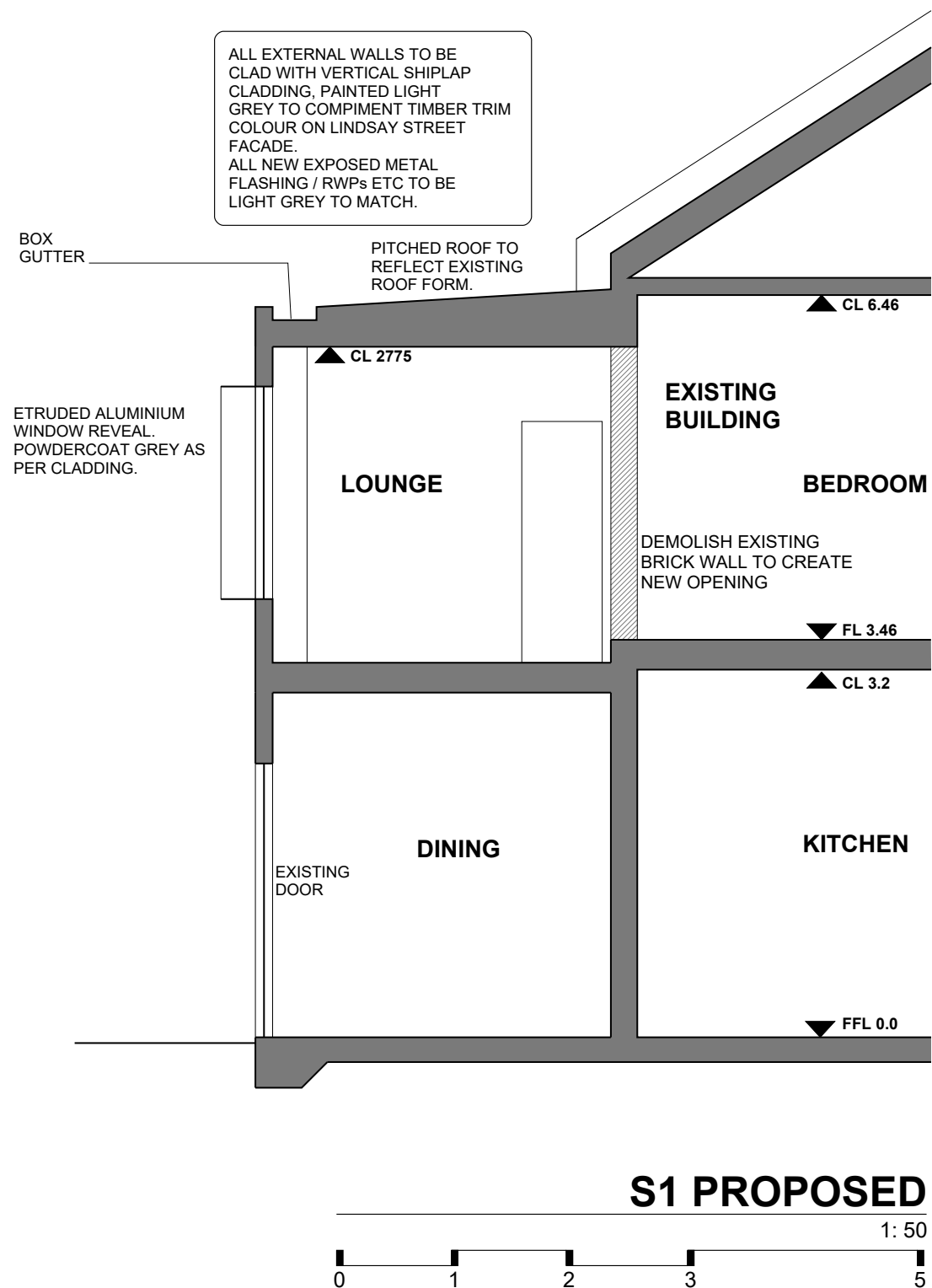
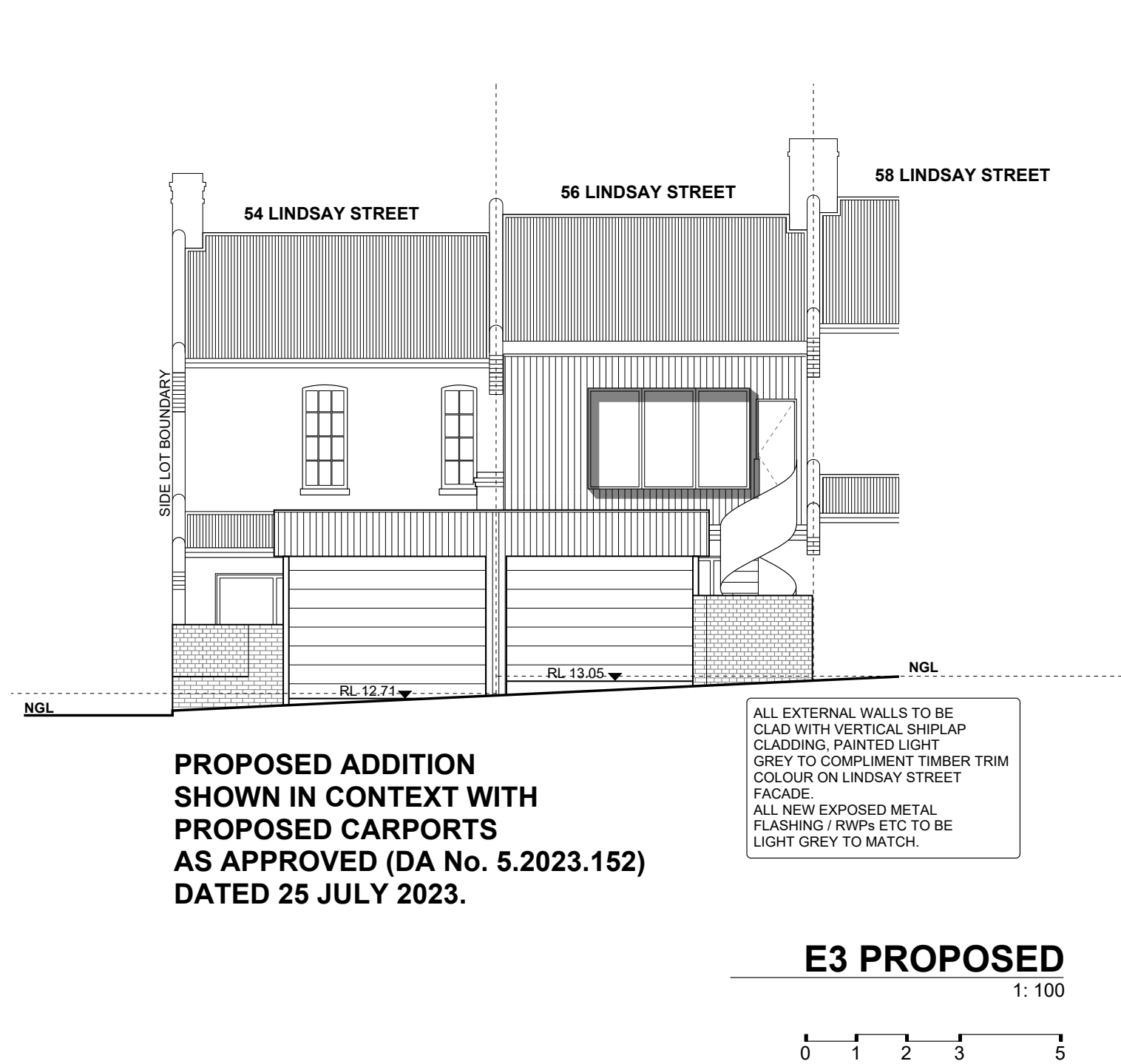
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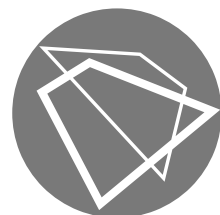
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LINDSAY STREET ADDITION	56 LINDSAY STREET PERTH	PROPOSED ADDITION	2022/03	ELEVATIONS				
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LINDSAY STREET ADDITION	56 LINDSAY STREET PERTH	PROPOSED ADDITION	2022/03	SECTIONS					
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25.03.24

ALTERATIONS.
56 LINDSAY STREET, PERTH.

FENESTRATION / MATERIAL SCHEDULE.

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FENESTRATIONS

ITEM	TYPE	MATERIAL	COLOUR	IMAGE
DOOR TO 56 LINDSAY STREET.	STANDARD HINGED GALAZED DOOR.	FRAMES - ALUMINUM GLAZING- VIRIDIAN COMFORT PLUS, CLEAR	LIGHT GREY ANODIZED TO COMPLIMENT EXISTING ZINCULUME ROOF.	
WINDOW TO 56 LINDSAY STREET.	4 PANEL ANEETA TYPE, VERICAL SLIDING.	FRAMES - ALUMINUM GLAZING- VIRIDIAN COMFORT PLUS, CLEAR	LIGHT GREY ANODIZED TO COMPLIMENT EXISTING ZINCULUME ROOF.	

CLADDING

ITEM	TYPE	MATERIAL	COLOUR	IMAGE
EXTERNAL WALLS.	JAMED HARDIE 'AXON' VJ CFC PANEL.	COMPRESSED FIBRO CEMENT	LIGHT GREY TO COMPLIMENT EXISTING ZINCULUME ROOF.	

NOTE : STEEL STAIRCASE TO BE PAINTED LIGHT GREY TO MATCH EXISTING ROOF/ NEW CLADDING.

IMAGES SHOWING RESTORED FACADE OF BUILDING ALONG LINDSAY STREET.



HERITAGE IMPACT STATEMENT

56 Lindsay Street PERTH

Proposed rear addition



Name	Terrace residence
Address	56 (Strata lot 3) Lindsay Street Perth
Date	18 February 2024
Prepared by	Laura Gray, Heritage & Conservation Consultant trading as Heritage Intelligence (WA)
Prepared for	Owners: Melinda and John Fisher
Heritage Listings	Heritage Council's InHerit database No. 8724 (Terraces 54-60 Lindsay Street) City of Vincent: Municipal Heritage Inventory (August 2023) City of Vincent Policy No. 7.6.6 (2005) Heritage Management-The Heritage List (Municipal Heritage Inventory)
Statement of Significance	<p>Extract from Municipal Heritage Inventory</p> <p><i>The terraces at No. 54-60 Lindsay Street demonstrate the suitability of this housing type to satisfy current housing needs a century after their construction. The size and scale of the group contribute to the streetscape.</i></p> <p>Extract from inherit database record notes that:</p> <p><i>Integrity/authenticity: Moderate- 1980s adaptation has reduced intactness.</i></p>

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The context

The terrace residence at 56 Lindsay Street is one of four two-storey terraces between 54 and 60 Lindsay Street, on the east corner of Money Street. Number 56 Lindsay Street is flanked by number 54 on the southwest side and 58 on the northeast side, with a right of way along the rear (southeast) providing vehicular access to each of the four terraces. Along the southeast side of the right of way is a row of garages associated with the buildings that front Beaufort Street to the southeast.

The streetscape of the frontage of the Lindsay Street terraces is mostly obstructed from view by a ambient mature street tree. Views from Money Street show an exposed rear view of the terraces with concrete hardstands at the rear of each terrace, adjoining the right of way with no fences or barriers.

Broader streetscape views of the adjacent Money and Lindsay street residential developments about the south corner reveal face brick and grey colour contrasts including profiled metal sheeting. On the northwest side of Lindsay Street, the residences are more eclectic and on the northeast side of the terraces on the Lindsay Street frontage, there is a contemporary multi storey development.

Other places in the streetscape context make minimal or no contribution heritage that serves to highlight the heritage aesthetic of the Lindsay Street terraces.

The place

The four terraces that include 56 Lindsay Street demonstrate the Federation style of architecture.¹ The two-storey, one-room frontage of the terrace is asymmetrical with the entry door and surround on the south side, mirrored with the terraces at numbers 54 and 58 respectively.

A low face brick fence with piers and metal spear infill is consistent in material, and form and colour with the remainder of the terraces, forming a continuum.

The terrace buildings have small setback (2.4 metres) from the front boundary. Number 56 has formed a timber decked outdoor room in the space with the entry path along the southwest side.

The four terraces with each divided by a party wall have skillion roofs that extend over the first-floor front veranda. Number 56 has spaced timber board floors for the ground-level and first-floor verandas. The frontage of face brick, timber detailing and other elements are original and in good condition. The first-floor original decorative balustrade is currently off-site being restored.

The rear view shows the one-storey room at the rear wall with a skillion roof. The rear wall, as for the other terraces, is face brick, with non-original openings on the ground floor walls and original double-hung sash-windows at the first-floor level.

The proposal

It is proposed to:

Construct a first-floor addition over the existing ground-floor building at the rear, cantilevering 1.5 metres beyond the ground-floor wall. A spiral staircase in the east corner will provide access from the first-floor to ground floor level, for convenience and safety.

The existing rear face brick wall will be retained as original (not painted). The bathroom window will be retained insitu with opaque glazing for bathroom privacy. The other window will be removed together with bricks below, to form a doorway

¹

For consistency, all references to architectural style are taken from Apperly, R., Irving, R., Reynolds, P. *A Pictorial Guide to Identifying Australian Architecture. Styles and Terms from 1788 to the Present*, Angus and Robertson, North Ryde, 2002.

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HERITAGE IMPACT ASSESSMENT**Terrace Residence**

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 2

from the existing rear room of the first-floor level addition. The bricks will be repurposed on site.

The timber framed addition will be clad with panelled compressed fibro cement (CFC) sheeting.

The cladding colour scheme as presented, in shades of grey as for the existing painted detail on the front of the terrace, and complementing the nearby contemporary residential development.

Aspects of the proposal that respect the heritage significance of 56 Lindsay Street and the terrace group (54-60 Lindsay Street).

The proposed addition on the first-floor of the rear wall elevation, above an original ground-floor room, will have a degree of impact on the original fabric, to construct a floor for the first-floor addition. The existing original face brick of the rear wall of the first floor will be retained with the minimal intervention of the window removal for access between the original build and the addition.

The timber-framed and lightweight cladding of the addition presents a removable element should that ever be considered, to reveal the original rear wall that is being retained at this time.

Aesthetically, the proposed addition has no visual or physical impact on the Lindsay Street frontage of the terrace at number 56 or the other three terraces, or the context of the Money/Lindsay streets intersection.

It will not be visible in the Lindsay Street views or looking to the southeast in Money Street. The rear addition will be visible from Money Street between Lindsay and Beaufort streets. It will be somewhat noticeable as the first of the terraces to construct a rear addition.

There are some interventions on the rear wall; the removal of the larger to the two double-hung sash-windows and some bricks below, to make way for a doorway from the existing rear first floor room into the addition. The smaller double hung window will also be retained, although it will be enclosed in the addition, not visible from the exterior.

The form, materials and colour of the addition are consistent with the contemporary residential developments in immediate proximity on the southeast on Money Street, and similar on the Lindsay Street frontage of the east corner of the Lindsay/Money intersection.

The proposed additions are clearly identified as new fabric against the significant original form and fabric of the original terrace residence. The proposal has no impacts on the Lindsay Street streetscape or context, some visual impact from Money Street, although the context of that view is predominately concrete and contemporary garages at the rear of the Beaufort Street buildings and the impact is negligible in that context.

The visual impact of the proposal, is minimised by the starkness of the rear yards concrete context and in providing a meaningful context of colour and form, consistent with the nearby residential development on the Lindsay Street frontage of the east corner of Money Street corner.

Aspects of the proposal that could have a detrimental impact on the heritage significance of 56 Lindsay Street and the terrace group (54-60 Lindsay Street)

The proposed additions are in line with best practice whereby additions are clearly identified as new construction to emphasise the heritage significance of the place and provide an honest representation of the place. The proposed additions are removable with minimal intervention to the original external wall or form of the terrace residence.

What measures (if any) are proposed to ameliorate any adverse impacts? Will the proposal result in any heritage conservation benefits that might offset any adverse impacts?

The owners have already taken heritage advice and minimised the physical impact of the proposed addition. The light-weight structure of the proposed addition provides for removal of the addition with minimal impact on original fabric or form.

HERITAGE IMPACT ASSESMENT

Terrace Residence

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 3

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Alternative solutions that have been considered and why they have been discounted.

The proposed additions have been through design development taking into account heritage issues and respect for the building and its original fabric. In so doing the access to the addition from the rear of the first-floor building has been reduced to the width of the window to be removed rather than expansive opening that would have meant the loss of considerable face-brick fabric of the rear wall. The proposal maximises the retention of that wall with no further interventions (no painting of the wall).

Conclusion about the nature and extent of the heritage impact of the proposal.

The proposed first-floor addition at the rear of the terrace at 56 Lindsay Street has no impact on the Lindsay Street elevation of number 56, the other three terraces 54-60, or the streetscape context. The addition will be visible in the Money Street context but minimised in the starkness of vast concrete and garages in the rear areas of the Lindsay and Beaufort streets buildings, and the complementary response to the residence about the east corner of Lindsay and Money streets intersection.

Recommendation

It is recommended that the proposed addition be supported.

It has no impact on the Lindsay Street frontage or streetscape, minimal impact on views of the rear of the terraces, from Money Street, minimal impact on the original fabric and is a removable lightweight structure.

The proposed addition provides for the long-term conservation of the place, liveability and amenity for 21st century living in the 19th century heritage that is retained and enhanced with a high degree of integrity and authenticity.

PLANS: Attached

PHOTOGRAPHS L. Gray 18 January 2024



Front views of the 56 Lindsay Street terrace. (original balustrade infill is offsite being restored).

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HERITAGE IMPACT ASSESMENT

Terrace Residence

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 4



Streetscape view looking east from the Lindsay/Money streets intersection.



Streetscape view looking northeast in Lindsay Street from the Money Street intersection.



Streetscape view looking north from the Lindsay/Money streets intersection.

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HERITAGE IMPACT ASSESMENT

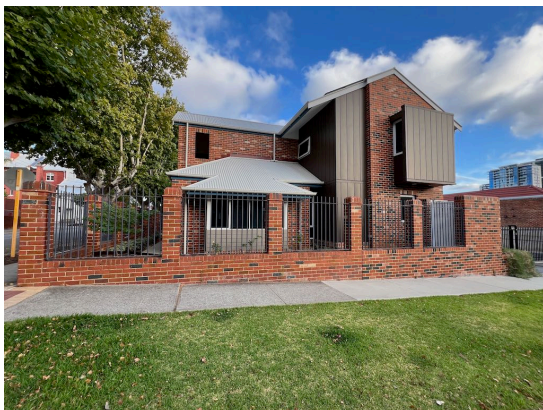
Terrace Residence

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 5



Streetscape view looking southwest in Lindsay Street north from the Money Street intersection.



Complementary fabric demonstrated in the Lindsay Street residence on the south corner of Money Street.



Money Street view to the west, from directly opposite the driveway entry to the rear of the terraces.

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Terrace Residence

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 6



Streetscape view looking northeast in Money Street "frontage".



Streetscape view looking east in Money Street showing the rear of the Beaufort Street buildings and garages.



Streetscape view looking north in Money Street "frontage".

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HERITAGE IMPACT ASSESMENT

Terrace Residence

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 7



View looking northeast from Money Street showing the expansive rear area of the terraces and of the Beaufort Street garages (right).



Streetscape view looking northwest, showing the rear elevation of the terraces (No. 56 with vehicle).



Rear (southeast) elevations of the terraces (No. 56 with vehicle).



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Terrace Residence

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 8



Streetscape view looking east in Money Street showing the rear of the Beaufort Street buildings and garages.



View to southeast from the rear of 56 Lindsay Street showing the rear of the Beaufort Street buildings and garages.

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HERITAGE IMPACT ASSESMENT

Terrace Residence

56 Lindsay Street, Perth

PROPOSED REAR ADDITION 9

Statement of Intent – 56 Lindsay Street, Perth

The purpose of this statement is to provide City of Vincent with detail about the intent for the proposed application from us as the applicants, owners and residents of 56 Lindsay Street, Perth.

Background & Context

Prior to purchasing 56 Lindsay Street, Perth (**the Property**), we had lived for 20 years in our family home at 111 Bourke Street, Leederville. This was a lovely, old, character home built in 1914 and served us well as a home to raise our three children in, and even our first two grandchildren.

We decided to sell 111 Bourke Street, Leederville, as the kids had now grown up and we were looking to downsize and move towards living arrangements better suited to us in our retirement.

We purchased 56 Lindsay Street (**the Property**) in September 2020. We immediately fell in love with its charm, reminiscent of English town houses (note, applicant John Fisher is from London prior to emigrating to Australia in 1988) and it being in the City of Vincent. This was also enhanced by the fact that our long-time close family friends Sally and Michael Vernon purchasing the townhouse next door 54 Lindsay Street, Perth and us being able to be neighbours together for this next chapter of our lives.

Condition and use of property prior to purchase

Prior to purchase we undertook a range of inspections and viewings. The Property had been vacant and unused for 5 years prior to our purchase. Before it had become vacant the property was used for commercial office space. During our inspections it was evident that the Property had become very run down from the lack of use and upkeep. This was evident for example from the wood poles, beams, and floorboards on the front first floor balcony being rotten and unsafe for use. External brick work had fretting. Some of the internal walls had damp and the plaster was crumbling and falling away. The iron lace on the balcony was rusted. As the building had previously been used for commercial office space the entire building had been stripped of any electrical and plumbing services.

Required property works

After we acquired the property, we addressed its poor condition immediately to ensure safety and suitability. We replaced the rotten wood on the balcony with new timbers, re-pointed the external brickwork, restored and powder coated the iron lace on the balcony and addressed the damp and crumbling plaster on the internal walls. We also had the Property re-wired and the plumbing reconnected. We also had plans approved by the City of Vincent for a secure car port at the back to enhance the parking and back access security.

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Our intention for the property

Upon seeing the Property from the first inspection we knew straight away that we wanted to restore it and turn it into our family home for this next chapter of our lives, maintaining its heritage and character that we loved so much in our previous home and made us want to purchase it. We got to work on the plans for the renovation and restoration.

The plans were developed in consultation with our needs as a family and for a bedroom and bathroom to be placed on the first floor. The intention for this is twofold, the first was to provide our son, who works Fly In Fly Out (FIFO) on the mines, with the ability to live with us because of the housing crisis and severe housing shortage here in WA. The second is so we can frequently have our grandchildren over who stay with us when their parents need to travel for work. Adding this extra space would bring the property to a suitable liveable standard for our family.

Actions & Commitment to Maintaining Heritage

After numerous meetings and months of discussions with the Council Planners, (we also meet and consulted with an external Heritage Consultant to obtain a Heritage Impact Statement on advice by the Council Planners) and meeting and discussions with Marc Beattie (CoV Heritage Consultant on 12 March 2024) we have taken on this advice and suggestions each step of the way. This has led to incorporating all suggested amendments to our plans for further minimise the impact the addition will have on the heritage of our property. To summarise, the following changes to the plans have been made in this regard:

- Reducing the 1.5m cantilever over the back to delete the overhang and the back wall of the new first floor addition is in line with the back wall of the existing back wall of the ground floor.
- Using light grey cladding of the new development to tie in with the existing tin roofing colour.
- Minimised demolition of the rear internal wall/window on the first floor to a single doorway and re-using and repurposing of original materials in downstairs landscaping.
- The external back brick wall, of the existing first floor bedroom, which becomes an internal wall, is to be retained as original exposed brick to further minimise the impact of the rear of the building.
- Retaining the existing chimney
- Ensuring the addition is removable in the future and of the smallest/lowest possible impact to the originality of the building.

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Impact of not approving the plans

Should these plans not be approved, after long consultation and working with the Council, this will leave us in a very difficult position. We will have a property which will not be completely adequate for our family needs.

We hope the Council will approve this plan so we can move forward with the restoration and development of this beautiful heritage property within the heart of Perth, allowing us to make this our family home and enhance the Lindsay Street precinct.

Thank you for taking this statement into consideration.

Regards

Melinda and John Fisher

Owners and (future) residents of 56 Lindsay Street

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Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
2. If the development the subject of this approval is not substantially commenced within a period of two years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
3. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
5. This approval is not an authority to ignore any constraint to development on the land, which may exist through statute, regulation, contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant and not the City to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the City's attention.
6. The applicant is responsible for ensuring that all lot boundaries as shown on the approved plans are correct.
7. NO verge trees shall be removed. The verge trees shall be RETAINED and PROTECTED from any damage including unauthorised pruning.
8. An Infrastructure Protection Bond together with a non-refundable inspection fee shall be lodged with the City by the applicant, prior to the commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.
9. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
10. The owners of the subject land shall obtain the consent of the owners of relevant adjoining properties before entering those properties in order to make good the boundary walls.
11. All stormwater produced on the subject land shall be retained on site, by suitable means to the full satisfaction of the City. No further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.

5.3 ADVERTISING OF PROPOSED REVOCATION - POLICY NO. 7.5.19 - AMALGAMATION CONDITION ON PLANNING APPROVALS

- Attachments:**
1. **Policy No. 7.5.19 - Amalgamation Condition On Planning Approvals** [↓](#) 
 2. **Assessment of Local Planning Policy No. 7.5.19 - Amalgamation Condition on Planning Approvals** [↓](#) 

RECOMMENDATION**That Council:**

1. **PREPARES** a notice of proposed revocation of Policy No. 7.5.19 – Amalgamation Condition on Planning Approval, included in Attachment 1, for the purpose of community consultation pursuant to Schedule 2, Part 3, Clause 6(b)(i) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
2. **AUTHORISES** the Chief Executive Officer to carry out community consultation on the proposed revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
3. **PUBLISHES** a notice of revocation in accordance with Schedule 2, Part 3, Clause 6(b)(ii) of the *Planning and Development (Local Planning Schemes) Regulations 2015* if no submissions are received during the community consultation period; and
4. **NOTES** that if any submissions are received during the community consultation period that these would be presented to Council for consideration.

PURPOSE OF REPORT:

For Council to consider revoking the City's Policy No. 7.5.19 – Amalgamation Condition on Planning Approval (Policy) for the purpose of undertaking community consultation on the proposed revocation. A copy of the current Policy is included in **Attachment 1**.

DELEGATION:

In accordance with Clause 5.8 of the City's Policy Development and Review Policy, Council approval is required to repeal a policy.

BACKGROUND:

The Policy was adopted by Council at its meeting on 23 May 2006. The Policy was most recently amended by Council at its meeting on 6 December 2011.

The purpose of the Policy is to define the criteria for when the amalgamation of land as a condition of development approval would be required.

DETAILS:

The Policy sets out that amalgamation would be required in the following instances when a development is located across two or more lots, where:

- A proposed development straddles a lot boundary.
- A proposed development does not comply with the relevant requirements of the National Construction Code (NCC).
- Car parking and car parking manoeuvring areas straddle a lot boundary.

Administration has undertaken a review of the Policy and recommends that it should be revoked for the reasons below.

No Need for Policy to Impose a Condition

A local planning policy is not required to impose a condition on a development approval for the amalgamation of lots.

This is because the *Planning and Development (Local Planning Schemes) Regulations 2015* provides the ability for conditions to be applied to a development approval.

A condition of development approval is valid if:

- Is imposed for a planning purpose.
- It fairly and reasonably relates to the development that is the subject of the application.
- Is not so unreasonable that no planning authority would have imposed it.
- Is certain and final.

A condition of development approval requiring amalgamation for a development that is across two or more lots would be capable of meeting these criteria and could be imposed irrespective of the current Policy.

Review of Policy Standards

An assessment of the current Policy is included in **Attachment 2** and identifies that it is currently not fit for purpose or reflective of current legislation.

This is because:

- Duplicating Building Legislation – Clause 2(ii) of the Policy requires amalgamation where a proposed development does not comply with the NCC.

It is not appropriate for the Policy to seek to enforce the NCC which is a requirement of separate legislation being the *Building Act 2011*. This would not be for a planning purpose and this separate legislation would continue to apply irrespective of whether the Policy exists.

- Car Parking – Clause 2(iii) of the Policy requires amalgamation where car parking bays and car parking manoeuvring areas straddle a lot boundary.

This does not necessarily require lots to be amalgamated. This could be dealt with as an easement on the certificate of title which is an available and commonly used mechanism under the planning framework.

Should the Policy be revoked, Administration would prepare an information sheet to provide guidance on amalgamation and that would be available for the public on the City's website.

CONSULTATION/ADVERTISING:

Consultation on the proposed revocation of this Policy would be undertaken for a period of 21 days in accordance with the City's Community and Stakeholder Engagement Policy and the *Planning and Development (Local Planning Schemes) Regulations 2015*, by way of notices:

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

Any submissions received would be presented back to Council for its consideration.

If no submissions are received, Administration would progress with providing public notice of revocation. Public notice of the revocation must be published in local newspapers and on the City's website, consistent with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

LEGAL/POLICY:

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

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

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to undertake community consultation of the proposed revocation of the Policy.

Low: It is a low risk for Council to revoke a local planning policy where it is not fit for purpose. Revocation of this Policy would reduce the risk of an amalgamation condition being imposed for invalid reasons due to the provisions contained in the existing Policy.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We embrace good ideas or innovative approaches to our work to get better outcomes for Vincent and our community.

FINANCIAL/BUDGET IMPLICATIONS:

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

COMMENTS:

Administration recommends revoking the Policy. This is because it is not necessary to have a local planning policy specific to a condition of development approval requiring the amalgamation of land.

It is recommended that the Policy be revoked to simplify the local planning policy framework, and that an information sheet is prepared to present the information in a clear and user-friendly format.

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL
DEVELOPMENT AND DESIGN
POLICY NO: 3.5.19
AMALGAMATION CONDITION ON PLANNING APPROVALS

POLICY NO: 3.5.19

AMALGAMATION CONDITION ON PLANNING APPROVALS

OBJECTIVE

- 1) To define the criteria in which the City of Vincent will require the amalgamation of land when planning applications are received and approved and where the subject development straddles two or more lots.

POLICY STATEMENT

- 1) The following standard condition will be imposed on any Planning Approvals requiring the amalgamation of land prior to development:

"prior to the issue of a Building Licence, the subject land shall be amalgamated into one lot on Certificate of Title; OR alternatively, prior to the issue of a Building Licence the owner(s) shall enter into a legal agreement with and lodge an appropriate assurance bond/bank guarantee to the satisfaction of the City, which is secured by a caveat on the Certificate(s) of Title of the subject land, prepared by the City's solicitors or other solicitors agreed upon by the City, undertaking to amalgamate the subject land into one lot within 6 months of the issue of the subject Building Licence. All costs associated with this condition shall be borne by the applicant/owner(s). Amalgamation of the lots is not required if it can be demonstrated that the proposed development complies with the relevant requirements of the National Construction Code Series;"

This condition is subject to amendment without notice.

- 2) The amalgamation condition is to be imposed on a Planning Approval in the following instances:
 - i) where any proposed development straddles a lot boundary; or
 - ii) where any proposed development does not comply with the relevant requirements of the National Construction Code Series; or
 - iii) where car parking bays and car parking manoeuvring areas straddle a lot boundary. Alternatively, the car parking bays and car parking manoeuvring area can be dealt with as a grant of easement in favour of the City registered on the certificate of title.
- 3) The amalgamation condition is not to be imposed on a Planning Approval in the following instance:
 - i) where the existing building or proposed new development does not straddle a lot boundary and is compliant with the relevant requirements of the National Construction Code Series.

Date Adopted:	23 May 2006
Date Amended:	6 December 2011



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Assessment of 7.5.19 Amalgamation Condition on Planning Approvals

No.	Current clause	Impact of Policy Revocation
	Objectives	
1.	To define the criteria in which the City of Vincent will require the amalgamation of land when planning applications are received and approved and where the subject development straddles two or more lots.	No Impact Can be incorporated into a future information sheet.
	Policy Statement	
1.	<p>The following standard condition will be imposed on any Planning Approvals requiring the amalgamation of land prior to development:</p> <p><i>"prior to the issue of a Building Licence, the subject land shall be amalgamated into one lot on Certificate of Title; OR alternatively, prior to the issue of a Building Licence the owner(s) shall enter into a legal agreement with and lodge an appropriate assurance bond/bank guarantee to the satisfaction of the City, which is secured by a caveat on the Certificate(s) of Title of the subject land, prepared by the City's solicitors or other solicitors agreed upon by the City, undertaking to amalgamate the subject land into one lot within 6 months of the issue of the subject Building Licence. All costs associated with this condition shall be borne by the applicant/owner(s). Amalgamation of the lots is not required if it can be demonstrated that the proposed development complies with the relevant requirements of the National Construction Code Series;"</i></p> <p>This condition is subject to amendment without notice.</p>	<p>No Impact.</p> <p>Revocation of the Policy will not impact the City in applying a condition of development approval that requires amalgamation as long as it meets the "Newbury" test for assessing the validity of a condition.</p> <ul style="list-style-type: none"> • be imposed for a planning purpose – not an ulterior one. • fairly and reasonably relate to the development that is the subject of the development application. • not be so unreasonable that no planning authority would have imposed it.
2.	<p>The amalgamation condition is to be imposed on a Planning Approval in the following instances:</p> <p>i) where any proposed development straddles a lot boundary; or</p> <p>ii) where any proposed development does not comply with the relevant requirements of the National Construction Code Series; or</p> <p>iii) where car parking bays and car parking manoeuvring areas straddle a lot boundary. Alternatively, the car parking bays and car parking manoeuvring area can be dealt with as a grant of easement in favour of the City registered on the certificate of title.</p>	<p>No Impact</p> <p>These items can be incorporated into a future information sheet.</p> <p>Should the City wish to rationalise a development or particularly land use over a single lot, the Newbury test can be applied when recommending a condition.</p> <p>2(i) and 2(ii) are largely reflected and required by the National Construction Code Series, <i>Building Act 2011</i> and <i>Building Act Regulations 2012</i>. Based on legal advice, Building Services cannot issue a building permit across the allotment boundary unless the subject lots are amalgamated into one lot on Certificate of Title.</p> <p>An information sheet can discuss these measures in greater detail.</p> <p>2(iii) Where car parking manoeuvring areas straddle a boundary, this can be dealt with by a condition of approval requiring that an easement be registered on the certificate of title.</p>
3.	<p>The amalgamation condition is not to be imposed on a Planning Approval in the following instance:</p> <p>i) where the existing building or proposed new development does not straddle a lot boundary and is compliant with the relevant requirements of the National Construction Code Series</p>	<p>No Impact</p> <p>Can be covered in an information sheet.</p>

5.4 AMENDMENTS TO SUSTAINABILITY AND TRANSPORT ADVISORY GROUP - TERMS OF REFERENCE

- Attachments:**
1. **Draft Amended Sustainability and Transport Advisory Group - Terms of Reference** [↓](#) 
 2. **Draft Amended Sustainability and Transport Advisory Group - Terms of Reference (Track Changed)** [↓](#) 

RECOMMENDATION:

That Council ADOPTS the Sustainability and Transport Advisory Group Terms of Reference at Attachment 1.

PURPOSE OF REPORT:

To consider proposed amendments to the Sustainability and Transport Advisory Group (STAG) Terms of Reference at **Attachment 1**.

DELEGATION:

In accordance with Clauses 1 and 3 of the City's Policy No. 4.2.12 – Advisory Groups, Council is to appoint members and approve the terms of reference for advisory groups.

BACKGROUND:

Following a nomination period that was open between September and October 2023, Council appointed STAG members and approved the Terms of Reference at its meeting on [12 December 2023](#).

Since then Administration has completed a review of the Sustainable Environment Strategy 2019-2024 (SES) which has reached its review date.

The City is taking the approach of relocating the targets of the SES into the relevant Strategy for the corresponding Council Priorities that are set out in its Strategic Community Plan, and creating a new Enhanced Environment Strategy (EES). This is to embed sustainability in day-to-day operations and remove ambiguity of what the SES does and does not apply to.

The STAG was appointed to provide advice on the preparation of the EES and the relocation of targets to the relevant Council Priority Strategy.

The STAG was appointed at the Ordinary Meeting of Council on [12 December 2023](#) for a period of approximately 12 months that would align with Administration's timeframe for the preparation of the EES. Membership would expire upon the adoption of the EES by Council.

The STAG has met on two occasions since it was appointed:

- [February 2024](#) – Discussed the Terms of Reference and provided an overview of the SES and the proposed approach to preparing the EES.
- [March 2024](#) – Workshopped the themes and topics of the EES and discussed the upcoming engagement with community.

The STAG is scheduled to meet a further two occasions in June 2024 and September 2024 as part of the preparation of the EES.

DETAILS:STAG Proposed Amendments

At its meeting in February 2024 the STAG requested changes to the Terms of Reference as included within the [minutes](#).

The suggested changes by the STAG are as follows (underlined for emphasis):

Section	STAG Suggested Change	Administration Comment
Objectives	<p>Modifying the third objective to read:</p> <p><i>Support the City in the development <u>and implementation</u> of the EES <u>and its pillars to achieve a more liveable City</u>.</i></p>	<p><u>'and implementation'</u> is not supported.</p> <p>This is because the STAG was established to inform the preparation of the EES. The City is responsible for the implementation of the EES once adopted by Council, and not the STAG.</p> <p>The key actions of the strategy will be prepared with the STAG, and once these have been established the City would deliver them.</p> <p>An example of this may be education of the community or procuring services and goods that are sustainable. These are not functions for the STAG to undertake.</p> <p>This means the City is responsible for the implementation of the EES once adopted by Council and not the STAG. This was set out in the report to Council's Ordinary Meeting 12 December 2023.</p> <p><u>'and its pillars'</u> is not supported.</p> <p>The EES is being prepared to align with the Enhanced Environment priority area of the City's Strategic Community Plan (SCP). The SCP is not intended to deliver on all of the priority areas in the SCP.</p> <p>The STAG in collaboration with Administration would develop the EES. This has not yet been drafted and there are no pillars confirmed within it.</p> <p><u>'to achieve a more liveable City.'</u> is supported.</p> <p>This is because it would align with the ultimate objective of the EES to enhance liveability for residents.</p>
Term of Members	<p>Replacing the Term of Members to read:</p> <p><i>The term of membership of the Advisory Group shall be a period of two (2) years and is to align with the local government elections cycle. Membership of the Advisory Group will expire at the next ordinary local government election.</i></p>	<p>This is not supported.</p> <p>This is because the role of the STAG when it was appointed by Council was to inform the preparation of the EES.</p> <p>The STAG was appointed in December 2023 and will expire in 12 months or once the EES has been adopted by Council.</p> <p>The EES is intended to be presented to Council for approval to advertise in 4Q 2024 and then subsequently to Council for final adoption in 2Q 2025.</p>

Section	STAG Suggested Change	Administration Comment
		<p>Once the EES has been adopted, the STAG would no longer have a role. This is because the City would be responsible for its implementation.</p> <p>The STAG would then be re-engaged to inform the review of the City's Accessible City Strategy which is due to commence in 2025. This was referred to in the report to Council's Ordinary Meeting 12 December 2023.</p>

Administration Proposed Amendments

Administration recommends minor modifications to the Terms of Reference to align it with the City's Advisory Groups Policy.

A track changed version of the Terms of Reference inclusive of Administration's proposed modifications are included in **Attachment 2**. The key changes consist of:

- Objectives – Clarify the role and function of the STAG including:
 - The purpose of the STAG to provide advice to the City and to support Council in making informed decisions; and
 - The STAG is not a decision-making body and is not established as a committee under the *Local Government Act 1995*.
- Member Roles and Responsibilities – Clarifying the role of Administration in providing Executive Support to avoid confusion with the term 'Presiding Member'. All of the responsibilities remain unchanged.

CONSULTATION/ADVERTISING:

Administration has involved the STAG in the development of the Terms of Reference:

- Involve:
 - Public Participation Goal: To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.
 - Promise to the Public: We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.

Administration will advise the STAG of the outcome of Council's decision prior to its next meeting.

LEGAL/POLICY:

The City's [Policy No. 4.2.12 – Advisory Groups](#) sets out the process for establishing advisory groups and adopting their terms of reference.

RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed amendments to the Terms of Reference is low risk as they clarify the operation of the STAG.

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:

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
Water Use Reduction/Water Quality Improvement
Waste Reduction
Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial implications of this determination.

COMMENTS:

It is recommended that Council adopt the amended Terms of Reference that are included in **Attachment 1**.

These Terms of Reference are inclusive of:

- The STAG's requested amendment to include 'to achieve a more liveable City' to the third objective; and
- Administration's proposed amendments to provide clarification in the Objectives and Member Roles and Responsibilities.

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Terms of Reference



1. OBJECTIVE

The purpose of the Advisory Group is to provide advice to the City and to support Council in making informed decisions.

The objectives of the Sustainability and Transport Advisory Group (the Advisory Group) are to:

- Facilitate stakeholder and 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 to achieve a more liveable City.

The Advisory Group is not a decision-making body and is not a committee for the purposes of the *Local Government Act 1995*.

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 period of approximately one (1) year. Membership will expire upon adoption of the EES by council.

4. MEMBER ROLES AND RESPONSIBILITIES

Chairperson

- 4.1 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.

- 4.2 The **Chairperson** is responsible for:

- Attending and chairing all meetings.
- Lead the meeting in accordance with the meeting agenda.

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Terms of Reference



- Facilitate engaged participation and collaborative discussion of each agenda item by all members.
- Review and ratify the draft meeting minutes.

Members

4.3 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.

Executive Support

4.4 The appropriate Executive Director or delegated Senior City Officer shall be the **Executive Support** of the Advisory Group meetings, for the purpose of the administration and coordination of the meeting.

4.5 The **Executive Support** 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.

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 remainder 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

SUSTAINABILITY AND TRANSPORT

ADVISORY GROUP

Terms of Reference



- (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.
- (c) Minutes of the meeting will be prepared and distributed to members within ten (10) 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.

OFFICE USE ONLY	
Responsible Officer	Executive Manager Urban Design and Strategic Projects
Initial Council Adoption	12/12/2023
Reviewed / Amended	21/5/2024
Next Review Date	October 2025

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Terms of Reference



1. OBJECTIVE

The purpose of the Advisory Group is to provide advice to the City and to support Council in making informed decisions.

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 to achieve a more liveable City.

The Advisory Group is not a decision-making body and is not a committee for the purposes of the Local Government Act 1995.

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;

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Terms of Reference



- ~~• 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.~~

Chairperson

4.13 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.

4.24 The **Chairperson** is 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.

Members

4.35 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.

Executive Support

4.4 The appropriate **Executive Director** or delegated **Senior City Officer** shall be the **Executive Support** of the Advisory Group meetings, for the purpose of the administration and coordination of the meeting.

4.5 The **Executive Support** 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;~~

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Terms of Reference



- 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.

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 remainder 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.
- (c) Minutes of the meeting will be prepared and distributed to members within ~~ten five~~ (105) 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:

SUSTAINABILITY AND TRANSPORT ADVISORY GROUP













Terms of Reference

- (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.

OFFICE USE ONLY	
Responsible Officer	Executive Manager Urban Design and Strategic Projects
Initial Council Adoption	12/12/2023
Reviewed / Amended	N/A 21/5/2024
Next Review Date	October 2025

6 INFRASTRUCTURE & ENVIRONMENT

6.1 CLOSURE OF BIRRELL STREET

- Attachments:**
1. **MRWA - Permanent Closure of Birrell St for SBR, Green St Roundabout**  
 2. **Local Government Act 1995 Section 3.50**  
 3. **MRWA - Scarborough Intersection Upgrade**  
 4. **Community Consultation Outcomes - SBR, Green St and Brady St**  
 5. **City of Stirling - Agenda Item 26 March 2024**  
 6. **Road Closure Birrell Street - Public Notice Feedback - Confidential**

RECOMMENDATION:

That Council:

1. **APPROVES** the request from Main Roads WA (see Attachment 1) for the permanent closure of Birrell Street, converting it to a cul-de-sac at the intersection of Scarborough Beach Road, in accordance with section 3.50 of the *Local Government Act 1995*; and
2. **REQUESTS** Administration to explore options with the Main Roads WA project team, to turn the cul-de-sac into a space that supports sustainable modes of transport including walking and cycling.

PURPOSE OF REPORT:

To consider a request by Main Roads WA (MRWA) for the permanent closure of Birrell Street, at the intersection of Scarborough Beach Road and Green Street, in accordance with section 3.50 of the *Local Government Act*.

DELEGATION:

Permanent closure of thoroughfares to vehicles under Section 3.50 of the *Local Government Act 1995* requires determination by Council in accordance with Council's adopted register of delegations, authorisations, and appointments section 2.2.8 *Closing thoroughfares to vehicles*.

BACKGROUND:

The configuration of the Scarborough Beach Road, Green Street and Brady Street intersections has been a long-standing road safety concern and is a *Blackspot* area. MRWA has taken the lead on this road safety project with input from both the City of Vincent and City of Stirling, the local governments impacted by the project. In May 2020 MRWA prepared a concept design which was presented to the community, feedback from this consultation was provided to Main Roads WA.

MRWA provided further design drawings for both the City of Vincent and the City of Stirling to comment on in mid to late 2022. Feedback was provided and meetings were held with the parties into 2023.

Both affected local governments identified technical issues regarding traffic and transport related matters and while MRWA addressed these during this period, some issues remain unresolved. In September 2023, MRWA formally wrote to the City of Vincent requesting consent to commence proceeding the closure of Birrell St in accordance with section 3.50 of the *Local Government Act 1995*.

In November 2023 MRWA presented a project update to Council which focused on the closure of Birrell Street and outlined the road safety project timeline towards completing the design and commencing construction in 2024.

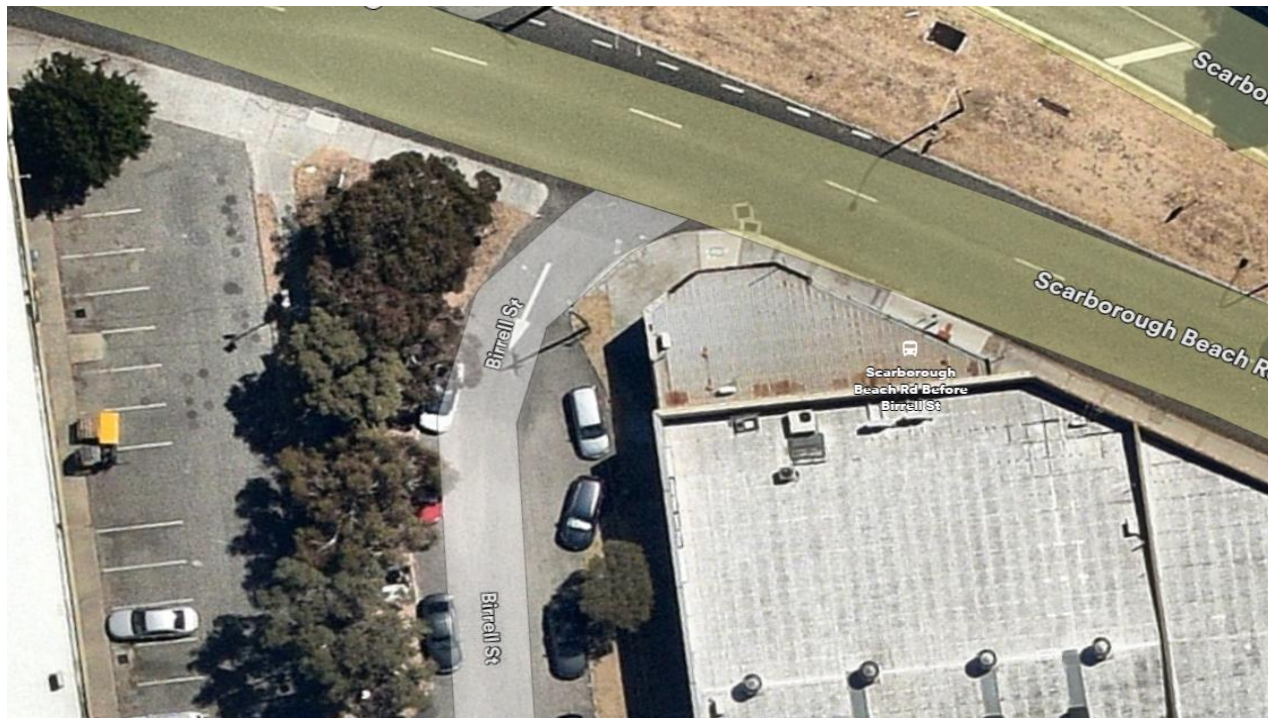
Following this, MRWA and the City Administration discussed the process to seek Council's consent for the closure of Birrell St in accordance with section 3.50 of the *Local Government Act 1995*.

The City Administration sought that any remaining technical issues/concerns be addressed prior to a request being presented to Council, however given the committed timeline for delivery, MRWA proposed that these be dealt with into the 100% design phase and post-construction of the project.

As a consequence, Council approval is being sought for the permanent closure of Birrell Street, which currently allows Local Traffic to turn into Birrell Street from Scarborough Beach Road.

DETAILS:

Birrell Street is a one-way access from Scarborough Beach Road as detailed in the below aerial image.



Aerial Imagery – Birrell Street / SBR intersection

Birrell Street is classified as a Local Access Road in the Metropolitan Road Hierarchy adopted by MRWA. The maximum desirable traffic volume on a Local Access Road is up to 3,000 vehicles per day (vpd). The legal speed limit is 40km/h.

Detailed following is traffic data collected from 10 March 2021 to 17 March 2021:

Traffic volume:

Average 5 days = 263 vpd (vehicle per day)

Speed:

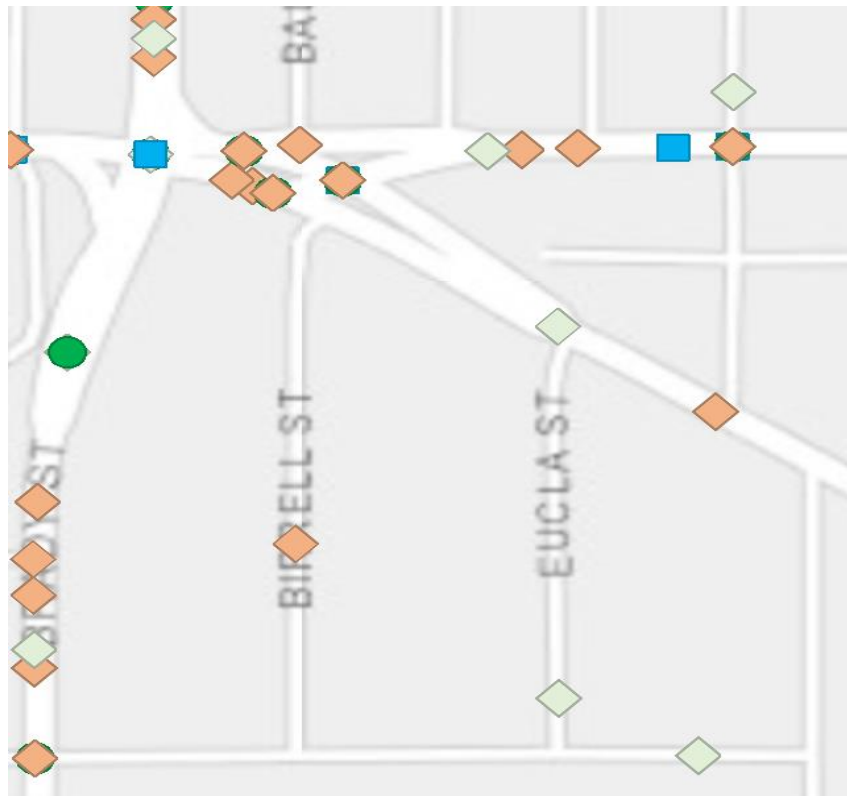
85% = 45.5km/h (The 85th percentile speed is the speed that 85% of vehicles are travelling at, or slower, under free-flowing conditions)

Average speed = 35.1km/h

Class:

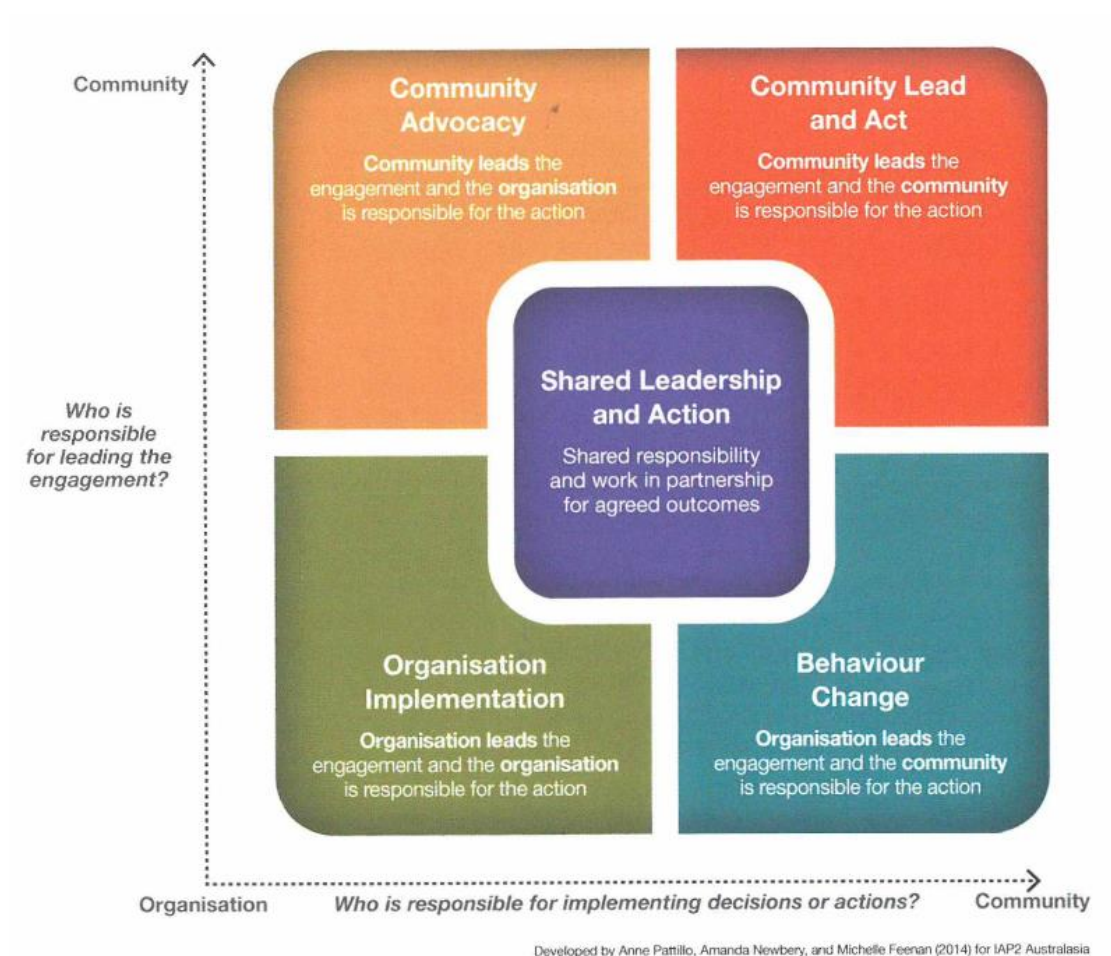
Heavy vehicles = 5.8%

Crash data over the last 5 years shows one minor property damage crash on Birrell Street. No crashes are recorded at the intersection of Birrell Street and Scarborough Beach Road however the street is 80m away from the intersection of Scarborough Beach Road, Brady Street and Green Street that has a high number of crashes as stated within the image below.



Recording of vehicle crashes – SBR, Green and Brady

CONSULTATION/ADVERTISING:



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Required under regulations/legislation

Communicate how community and stakeholder input has influenced the decision-making or implementation

Community consultation for the City of Vincent residents (see Attachment 4) opened on 1 May 2020 and closed 15 May 2020 see link for details [Scarborough/Green Intersection Upgrade | The City of Vincent](#)

City of Stirling community consultation can be viewed within its Council agenda item (see Attachment 5) for 26 March 2024, see link [Agenda of Ordinary Meeting of Council - Tuesday, 26 March 2024 \(stirling.wa.gov.au\)](#)

MRWA was provided with these results for their review and interpretation. Due to majority of respondents within the City of Stirling and the City of Vincent strongly supporting and somewhat supporting, MRWA progressed with the project and design.

In accordance with delegation 2.2.8 (Function 2) public notice was given on 15 April 2024 for a reasonable period of 21 days, providing details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, inviting submissions from any person who wished to make a submission.

Five (5) Submissions were received as follows and detailed in confidential Attachment 6:

- Three (3) out of the five (5) submissions were made by property owners on Birrell Street, all supporting the cul-de-sac option with two (2) suggesting the location of the cul-de-sac could be moved to allow for heavy vehicles to service businesses at the corner of Brady Street and Scarborough Beach Road.
- One (1) submission received was from a property owner on Tasmin Street in support of the road closure.
- One (1) submission from a property owner on Eucla Street did not speak on the proposed closure however raised concerns relating to the MRWA roundabout project potentially causing rat running down Eucla, Egina, Federation and Merredin Streets.

There were no submissions received objecting to Birrell Street being permanently closed and becoming a cul-de-sac at the Scarborough Beach Road end.

LEGAL/POLICY:

Road Traffic Act 1974

Local Government Act, Section 3.50

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve the closure of Birrell Street, converting it to a cul-de-sac, where it intersects with Scarborough Beach Road.

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

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 is a MRWA road safety project which focuses on elimination and mitigation of crashes.

PUBLIC HEALTH IMPLICATIONS:

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

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

There is no financial cost to the City of Vincent beyond the cost of advertising and in-house administration.

COMMENTS:

Administration has no concerns following the review of traffic data relating to the impact of closing access onto Birrell Street from Scarborough Beach Road. Community feedback received will be provided to MRWA regarding the proposed closure of Birrell Street, creating a cul-de-sac at the Scarborough Beach Road end.

It should be noted that the City Administration hold similar technical concerns as the City of Stirling regarding the high risk of negative impacts on surrounding local roads resulting post construction of the Scarborough Beach Road, Main Street and Green Street intersection roundabout. The City of Vincent and the City of Stirling will continue to work through these technical issues with MRWA which has committed to complete further traffic analysis and assist in solving any residual issues post construction.



mainroads
WESTERN AUSTRALIA

Enquiries: Jemma Van Der Loo on 9323 6327

Our Ref: D23#852023, 20/3265

Your Ref: N/A

6 September 2023

Chief Executive Officer
City of Vincent
244 Vincent Street
Leederville WA 6007

Dear Sir

PERMANENT CLOSURE OF BIRRELL STREET FOR SCARBOROUGH BEACH ROAD, GREEN ST ROUNDABOUT PROJECT

The State Government has committed funding to upgrade the intersection of Scarborough Beach Road and Green Street to address safety and traffic concerns.

It is anticipated that the construction of this project will commence Spring 2024 and is expected to be completed in Autumn 2025.

In order to accommodate the new roundabout, it is necessary to permanently close Birrell Street, converting it to a cul-de-sac, where it intersects with Scarborough Beach Rd.

Given that the intersection of Scarborough Beach Rd and Birrell St comes under the jurisdiction of the City of Vincent, Main Roads Western Australia hereby requests your consent to commence the proceeding for the closure of Birrell St in accordance with the section 3.50 of the Local Government Act 1995.

If you would like to discuss this matter please do not hesitate to contact Project Manager, Jemma Van Der Loo on (08) 9323 6327.

Yours sincerely

P. Jacobs

Peter Jacobs
PROJECT DIRECTOR

Main Roads Western Australia
Don Aitken Centre, Waterloo Crescent, East Perth WA 6004
PO Box 6202, East Perth WA 6892

mainroads.wa.gov.au
enquiries@mainroads.wa.gov.au
138 138

Local Government Act 1995
 Functions of local governments **Part 3**
 Executive functions of local governments **Division 3**
s. 3.50

action in a court of competent jurisdiction, recover from the alleged offender —

- (a) if the goods are not sold under section 3.47, the expenses incurred by the local government in removing and impounding them and in disposing of them if they are disposed of under section 3.47; and
- (b) if the goods are confiscated and sold under section 3.47, the amount, if any, by which the money received from the sale and credited to the municipal fund under section 3.47(6) is insufficient to meet expenses incurred by the local government in removing, impounding, and selling them; and
- (c) if the goods are not confiscated but are sold under section 3.47, the amount, if any, by which the money received from the sale is insufficient to meet the costs and expenses referred to in section 3.47(4) or (5), as the case requires.

[Section 3.48 amended: No. 64 of 1998 s. 13.]

Subdivision 5 — Certain provisions about thoroughfares

[3.49. Deleted: No. 64 of 1998 s. 14(1).]

3.50. Closing certain thoroughfares to vehicles

- (1) A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks.
- (1a) A local government may, by local public notice, order that a thoroughfare that it manages is wholly or partially closed to the passage of vehicles for a period exceeding 4 weeks.
- (2) The order may limit the closure to vehicles of any class, to particular times, or to such other case or class of case as may be specified in the order and may contain exceptions.

[(3) deleted]

Local Government Act 1995**Part 3** Functions of local governments**Division 3** Executive functions of local governments**s. 3.50**

- (4) Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —
- (a) give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and
 - (b) give written notice to each person who —
 - (i) is prescribed for the purposes of this section; or
 - (ii) owns land that is prescribed for the purposes of this section;and
 - (c) allow a reasonable time for submissions to be made and consider any submissions made.
- (5) The local government is to send to the Commissioner of Main Roads appointed under the *Main Roads Act 1930* a copy of the contents of the notice required by subsection (4)(a).
- (6) An order under this section has effect according to its terms, but may be revoked by the local government, or by the Minister, by order of which local public notice is given.
- [(7) *deleted*]
- (8) If, under subsection (1), a thoroughfare is closed without giving local public notice, the local government is to give local public notice of the closure as soon as practicable after the thoroughfare is closed.
- (9) The requirement in subsection (8) ceases to apply if the thoroughfare is reopened.

[Section 3.50 amended: No. 1 of 1998 s. 11; No. 64 of 1998 s. 15; No. 49 of 2004 s. 26.]

Local Government Act 1995
Functions of local governments **Part 3**
Executive functions of local governments **Division 3**
s. 3.50A

3.50A. Partial closure of thoroughfare for repairs or maintenance

Despite section 3.50, a local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure —

- (a) is for the purpose of carrying out repairs or maintenance; and
- (b) is unlikely to have a significant adverse effect on users of the thoroughfare.

[Section 3.50A inserted: No. 64 of 1998 s. 16.]

3.51. Affected owners to be notified of certain proposals

- (1) In this section —

person having an interest, in relation to doing anything, means a person who —

- (a) is the owner of the land in respect of which that thing is done, or any land that is likely to be adversely affected by doing that thing; or
- (b) is shown on the title to any of the land mentioned in paragraph (a) as holding an interest in any of that land; or
- (c) is prescribed for the purposes of this section.

- (2) This section applies to —

- (a) fixing or altering the level of, or the alignment of, a public thoroughfare; or
- (b) draining water from a public thoroughfare or other public place onto adjoining land.

- (3) Before doing anything to which this section applies, a local government is to —

- (a) give notice of what is proposed to be done giving details of the proposal and inviting submissions from any person who wishes to make a submission; and

Scarborough Intersection Upgrade

Scarborough Beach Road, Main Street, Brady Street and Green Street

Main Roads is providing technical input and project management support to City of Vincent and City of Stirling on the development and design of an appropriate treatment for the project location at the intersection of Scarborough Beach Road with Green Street, and minor modifications at the intersection of Main Street and Brady Street. City Of Vincent and City of Stirling will be leading all stakeholder engagement and deliver the agreed scheme.

Key Design Features

Proposed roundabout at Scarborough Beach Road / Green Street intersection

- Based on extensive community feedback, the proposed **full movement roundabout** will greatly improve safety and efficiency for all road users at this location by:
 - Providing a safe right-turn from westbound Scarborough Beach Road onto Green Street. This would eliminate rat-running through Merredin Street, which adversely impacts the local residents and causes road safety issues; and
 - Eliminating the existing two-stage road crossing from westbound Green Street onto Scarborough Beach Road. This would allow the intersection to be more 'free-flowing', thus enhancing traffic flow and improving safety for all users.
- **Pedestrian/Cycling facilities and connectivity**
 - Shared Path south of Scarborough Beach Road between Main Street / Brady Street intersection and the new proposed Green Street roundabout;
 - Extension of the on-road cycle lanes along Scarborough Beach Road, eastbound and westbound, and connecting to the proposed shared path; and
 - A raised pedestrian crossing on Scarborough Beach Road and a cut-through facility on Green Street, providing pedestrian safety and improved connectivity.
- **Access:**
 - Existing accesses remain unchanged on Bauxite Lane, Waterloo Street, Eanun Lane and Eucla Street;
 - Allowing right-turn movement from eastbound Scarborough Beach Road to Brady Street reduces rat-running through Eucla Street, which adversely impacts the local residents.
 - The current one-way access into the Birrell Street will be closed off to accommodate the proposed roundabout whilst also improving safety for pedestrians and bike riders on the new Shared Path on the south side of Scarborough Beach Road. Birrell Street will turn into a cul-de-sac, with local access for residents maintained through Milton Street and the local street network.

Revision 2.0

- **Landscaping treatments** are proposed to create attractive public spaces for people through amenities and features such as:
 - Planting with rest stops for pedestrians and cyclists south of Scarborough Beach Road along the new proposed Shared Path; and
 - Planting and parklet opportunities on the eastern corner of the proposed Scarborough Beach Road / Green Street roundabout.

Modifications at the Signalised Intersection of Scarborough Beach Road / Main Street / Brady Street

- **Minor modifications** at the existing signalised intersection will improve safety and enhance traffic flow. These include:
 - Allowing the right-turn movement and installing a turn pocket on Scarborough Beach Road eastbound to Brady Street. This will reduce rat-running through Eucla and Milton Streets, which adversely impacts the local residents; and
 - Realigning the left turn pocket on Brady Street northbound to improve sight distances and swept paths; making this movement safer and reducing delays by changing traffic control to Give Way.
- **Pedestrian/Cycling facilities and connectivity**
 - Upgrading signalised pedestrian crossing facilities at the intersection of Scarborough Beach Road / Main Street / Brady Street to include walk / don't walk signals on all legs; and
 - Installing zebra crossings on the left turn pockets of Brady Street and Main Street, to improve pedestrian movements.
- **Landscaping treatment**
 - Additional planting and landscaping around Gibney Avenue cul-de-sac to improve the public area;
 - Shrubs in front of currently vacant car dealership on the north-west corner; and
 - Together with the parklet on the north-east corner of the intersection, and the enhancements at the Green Street roundabout, the project area will be transformed into an attractive, pedestrian friendly space.

Interim Treatment

In parallel to the above proposals, Main Roads, the City of Vincent and the City of Stirling have collaborated on interim traffic management to enhance the road alignment and safety by installing new pavement markings and signage, which have already been completed.

This interim traffic management provides a single lane entry into Scarborough Beach Road eastbound, and improves delineation from Green Street to Scarborough Beach Road westbound.

Revision 2.0

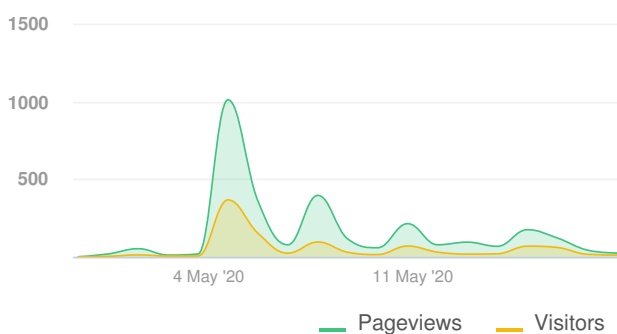
Project Report

24 May 2017 - 17 May 2020

The City of Vincent Scarborough/Green Intersection Upgrade



Visitors Summary



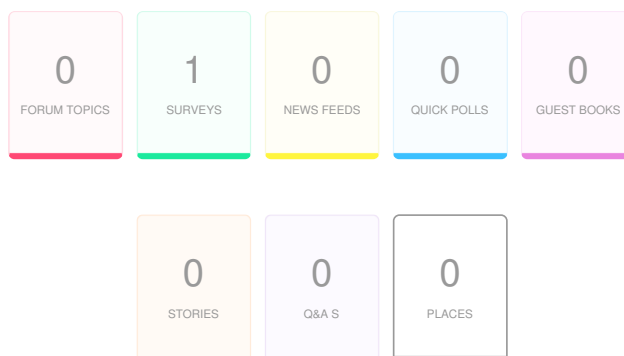
Highlights

TOTAL VISITS	MAX VISITORS PER DAY	
1.1 k	366	
NEW REGISTRATIONS		
52		
ENGAGED VISITORS	INFORMED VISITORS	AWARE VISITORS
71	417	905

Aware Participants	905	Engaged Participants	71		
Aware Actions Performed	Participants	Engaged Actions Performed	Registered	Unverified	Anonymous
Visited a Project or Tool Page	905				
Informed Participants	417	Contributed on Forums	0	0	0
Informed Actions Performed	Participants	Participated in Surveys	69	0	2
Viewed a video	0	Contributed to Newsfeeds	0	0	0
Viewed a photo	270	Participated in Quick Polls	0	0	0
Downloaded a document	113	Posted on Guestbooks	0	0	0
Visited the Key Dates page	0	Contributed to Stories	0	0	0
Visited an FAQ list Page	0	Asked Questions	0	0	0
Visited Instagram Page	0	Placed Pins on Places	0	0	0
Visited Multiple Project Pages	341	Contributed to Ideas	0	0	0
Contributed to a tool (engaged)	71				

The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

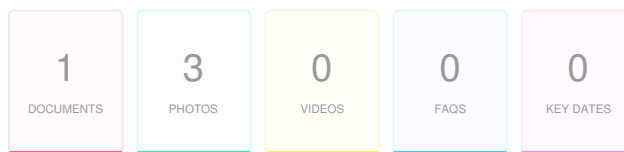
ENGAGEMENT TOOLS SUMMARY



Tool Type	Engagement Tool Name	Tool Status	Visitors	Contributors		
				Registered	Unverified	Anonymous
Survey Tool	Scarborough Intersection Upgrade	Published	177	69	0	2

The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

INFORMATION WIDGET SUMMARY



Widget Type	Engagement Tool Name	Visitors	Views/Downloads
Photo	Draft concept design_1	250	265
Photo	Draft concept design_2	136	143
Photo	Draft concept design_3	115	121
Document	Scarborough Intersection Upgrade - Key Features	113	121

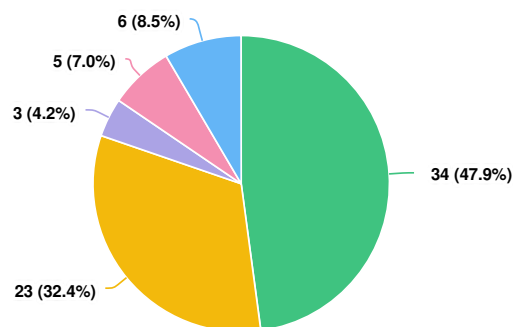
The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

ENGAGEMENT TOOL: SURVEY TOOL

Scarborough Intersection Upgrade

Visitors	177	Contributors	71	CONTRIBUTIONS	71
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Do you support the design proposed by Main Roads for upgrades to the Scarborough Beach Road/Green Street/Main Street inters...

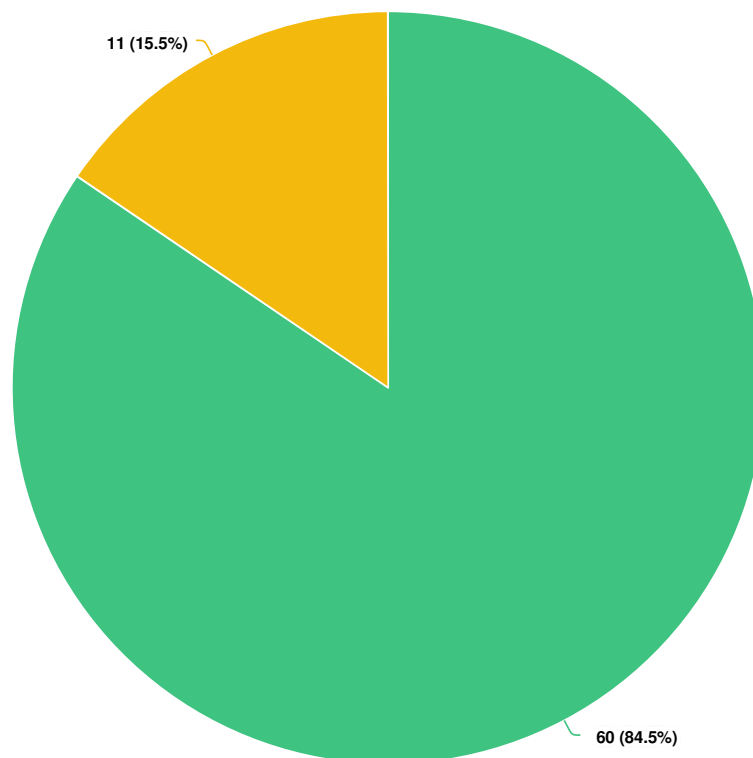


Question options

Strongly support Somewhat support Neutral/unsure Somewhat oppose Strongly oppose

The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

Do you live near the Scarborough Beach Road/Green Street intersection (within approximately 2 kms)?

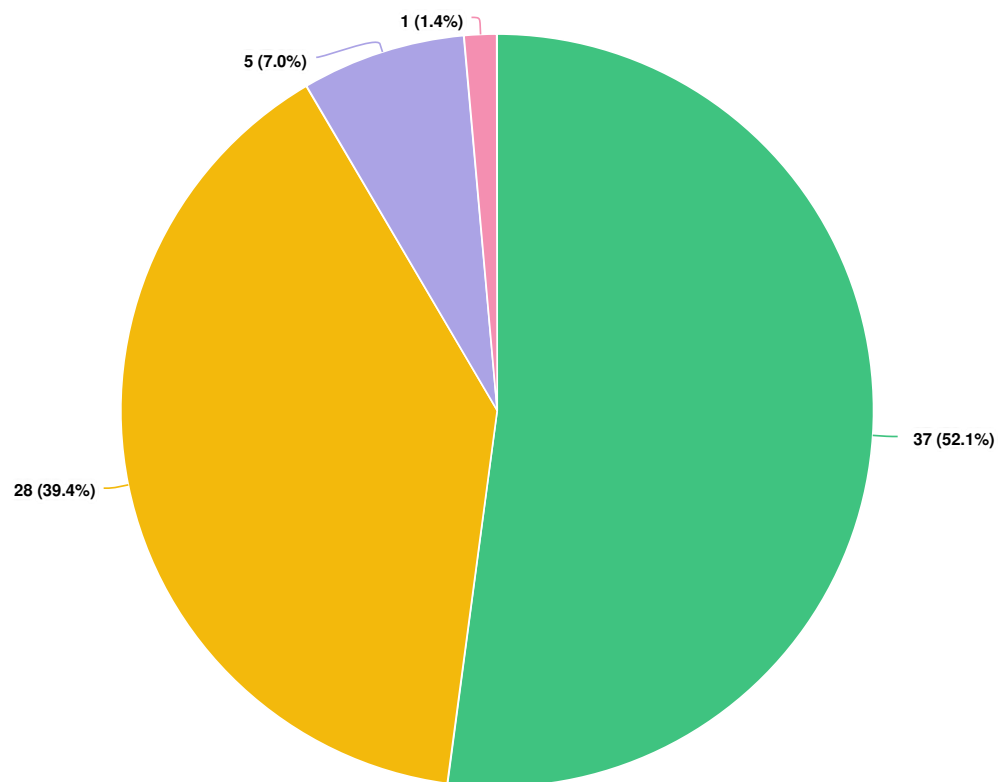


Question options

● Yes ● No

The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

Approximately how often do you use the intersection?

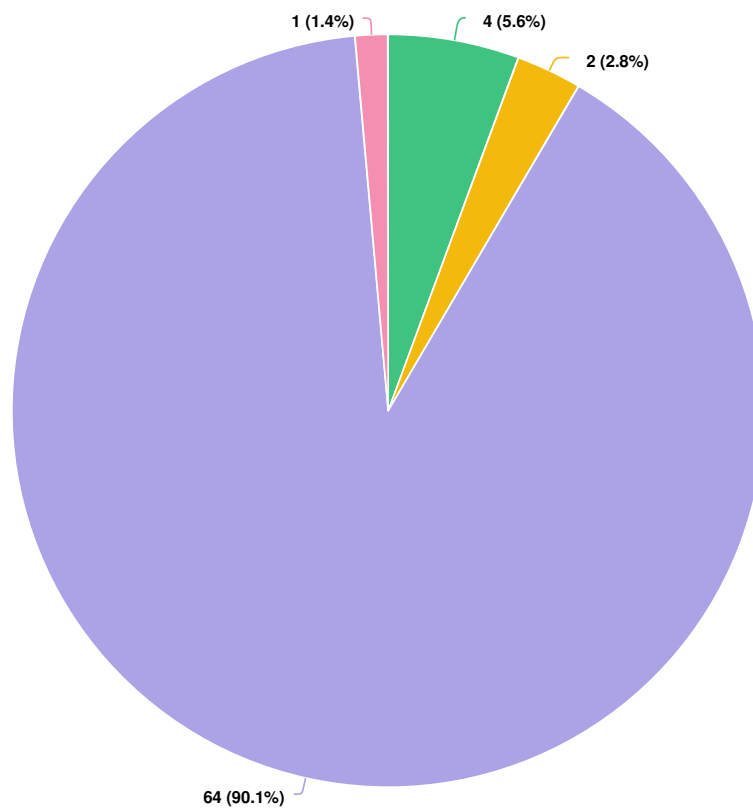


Question options

● Daily ● A few times per week ● A few times per month ● A few times per year

The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

By what mode of transport do you most frequently use the intersection?

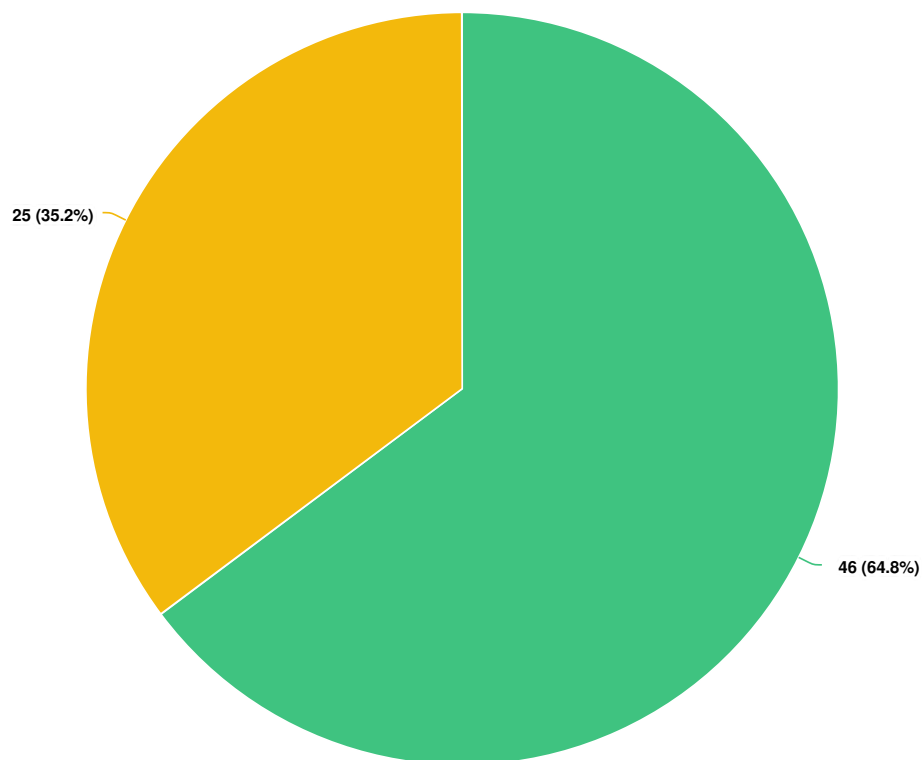


Question options

Walking Cycling Driving Public transport

The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

Is the Scarborough Beach Road/Green Street intersection part of your regular commute?

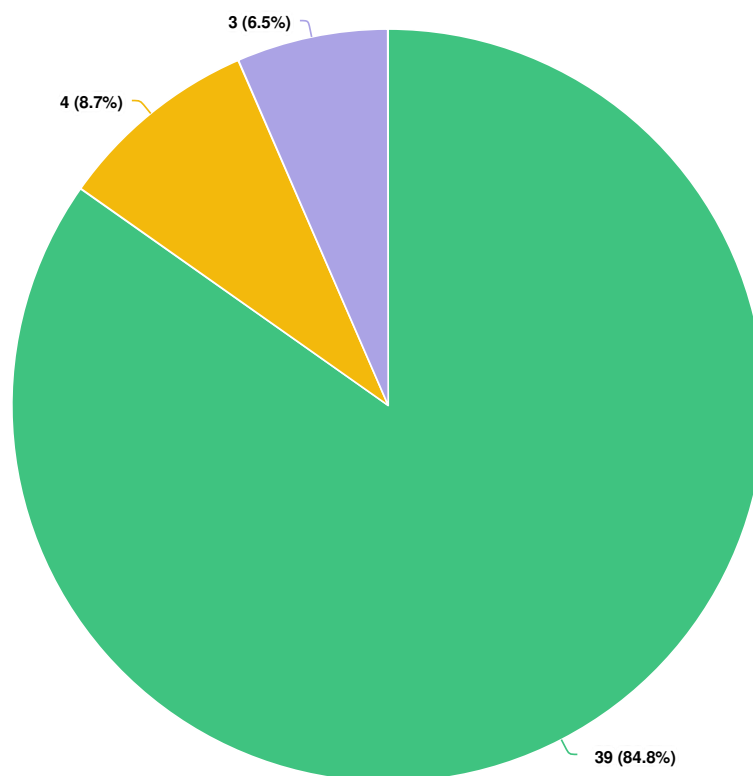


Question options

● Yes ● No

The City of Vincent : Summary Report for 24 May 2017 to 17 May 2020

How do you normally commute?



Question options

● Mostly by car ● Mostly by active transport (walking, cycling, skating etc.) ● Mostly by public transport

**13.1 PROPOSED ROUNDABOUT - SCARBOROUGH BEACH ROAD AND GREEN STREET, JOONDANNA**

Business Unit:	Engineering Services	Service: Transport Services
Ward:	Osborne	Location: Intersection of Scarborough Beach Road and Green Street
Applicant:	Not Applicable	

Role

Executive - *Governing the City and the community through executive powers.*

Recommendation

That Council ADVISES Main Roads WA that it supports the Scarborough Beach Road / Green Street 100% detailed design, SUBJECT to further microsimulation traffic modelling by Main Roads WA which demonstrates an adequate level of service along the adjoining roads of Scarborough Beach Road, Main Street, Brady Street and Green Street, Joondanna.

Purpose

To provide a comprehensive overview of the 100% design for the proposed roundabout at the intersection of Scarborough Beach Road and Green Street in Joondanna.

DetailsBackground

The Member for Balcatta, Mr David Michael MLA, and the Member for Perth, Mr John Carey MLA, have been advocating for major upgrades to the intersection since the 2017 State Election. The proposed upgrade at the intersection is funded entirely by the State Government as an election commitment.

The project was initially tasked to the City of Stirling and the City of Vincent to manage. However, the Minister for Transport, The Hon Rita Saffioti MLA, requested in late 2019 for the project to be transferred to Main Roads WA (MRWA), which was accepted by both Cities. MRWA accepted responsibility for construction of the project in 2021/2022 and have indicated that preliminary works (service relocations) at this intersection are imminent.



Scarborough Beach Road, Main Street and Green Street are all classified as District Distributor (A) roads. Main Street, Green Street and Scarborough Beach Road west have a posted speed limit of 60 km/h, and Scarborough Beach Road east has a 50km/h speed limit.

Under the existing intersection configuration, vehicles heading westbound on Green Street need to cross Scarborough Beach Road eastbound into a small median refuge, then onto the westbound lanes of Scarborough Beach Road. This causes delays to motorists and a potential safety issue due to the low approach angle, resulting in motorists obstructing the access holding point area. The small median refuge area has also resulted in bus routes being diverted (by the Public Transport Authority) to avoid this manoeuvre.

The project aims to improve safety for all road users, with the design based on traffic data, accident and congestion statistics, engineering design standards and community consultation.

Concept Design

A concept design was prepared by MRWA which included a roundabout at the intersection of Scarborough Beach Road and Green Street as well as traffic signal modifications at the intersection of Scarborough Beach Road / Main Street / Brady Street, as shown on the schematic plan in Figure 1.

This plan was the subject of extensive resident consultation by both the City of Stirling and the City of Vincent. The details of the City's consultation are described further in the Stakeholder Engagement section of this report. There was significant majority support from the community for the concept design as a means of improving safety for motorists and pedestrians.



Figure 1 - Concept Design Plan of Proposed Intersection Modifications

Detailed Design

There were several significant changes implemented by MRWA between the concept design and the detailed design, which included:

- The vertical alignment of the roundabout was amended to apply fill only to minimise impacts to services and improve constructability and construction staging.
- The wombat crossing on Scarborough Beach Road east was relocated further east so that the existing driveways could be maintained on Scarborough Beach Road and to accommodate bus stop re-locations.
- The footpath was amended to avoid existing trees.
- Rationalisation of driveways and the cul-de-sac closure of Birrell Street (in the City of Vincent).
- The turning pocket at the Main Street intersection was lengthened to provide additional storage.
- Approaches to the roundabout were modified to provide more deflection, aligning more closely with Austroads Guidelines, and reducing the risk of vehicles entering the roundabout at high speeds and cutting lanes.
- The drainage design removed the pipe crossing of Main Street and connected to the existing drainage network east of the intersection to avoid issues with construction through a busy intersection.
- The drainage design was altered following receipt of service relocation requirements, additional potholing and to take account of recent drainage survey works undertaken by the City of Vincent. This included routing portions of the drainage network through the same drainage trenches as the existing network (which will be replaced) and replacing some pipes which were shown to have significant faults from recent CCTV investigations undertaken by the City of Vincent.
- Addition of loops on the western leg approach to the roundabout for monitoring of traffic queue lengths towards the Main Street intersection.

Following completion of a detailed design by MRWA, the cost estimate for the project had far exceeded the funding commitment provided by the two local Members of Parliament. The project was subsequently reduced in scope by MRWA to works limited to the roundabout with an emphasis on reducing service impacts and improving the constructability. MRWA have now prepared a detailed design for a roundabout at the intersection of Scarborough Beach Road and Green Street, as shown in Figure 2.



Figure 2 - Detailed Design Plan of Proposed Intersection Modifications

City Comments on Detailed Design

The City has been requested by MRWA to provide final comments regarding the 100% design shown in Figure 2. The City has maintained its concerns for some time regarding the extent of modelling undertaken by MRWA, and the uncertainty about the potential impacts within the surrounding local road network.

The City considers that microsimulation traffic modelling should be undertaken, as it would play an important role in assessing the traffic impacts of a new roundabout and could give some guidance as to how the network would operate. The traffic effects could extend up to 500-plus metres along each of the legs along Main Street, Scarborough Beach Road and Brady Street. Microsimulation modelling would need to include the following key considerations:

- Detailed Assessment: Microsimulation provides a granular view of traffic behaviour by simulating individual vehicles, pedestrians, and cyclists. It would allow a better understanding of how they interact within the vicinity of the roundabout.
- Predicting Traffic Flow: Traffic flows around the roundabout can be predicted, including entry, exit, and circulating movements. It helps identify potential congestion points and bottlenecks. (What would happen in the scenario where a substantial number of vehicles travelling eastbound along Scarborough Beach Road wished to use the roundabout to travel south down along Brady Street south bound). It is recommended that MRWA do some sensitivity testing on extra right turn movements along Scarborough Beach Road at the roundabout westbound and eastbound.
- Safety Evaluation: Microsimulation helps assess safety aspects. It predicts conflict points like in the point above, such as potential collisions or near-misses, allowing the roundabout design to be optimised for safety.
- Queue Lengths and Delays: The model estimates queue lengths at entry points and calculates delay times for vehicles waiting to enter the roundabout. This information aids in optimising signal timings and lane configurations. The queuing lengths for the roundabout appear highly unlikely as it shows in Appendix of the design report.
- Pedestrian and Cyclist Behaviour: Microsimulation considers pedestrian crossings and cyclist interactions. It evaluates waiting times, crossing distances, and potential conflicts with vehicles.
- Scenario Testing: Modelling can simulate various scenarios, such as adjusting lane widths, changing signal phasing, or modifying entry/exit geometries. This helps optimize the roundabout design to minimize traffic impacts.
- Environmental Impact: Microsimulation assesses fuel consumption and emissions based on vehicle behaviour. It aids in understanding the environmental impact of the roundabout.
- Validation and Calibration: Modellers would need to validate the model using real-world data (e.g., traffic counts, travel times). Calibration ensures that the simulated results align with observed behaviour.



In summary, the City considers that microsimulation modelling should be scoped into the design checks, as it would provide a detailed and dynamic understanding of traffic behaviour, enabling informed decisions during the planning and design of the new roundabout. In turn this information may assist the City of Stirling and the City of Vincent with future project submissions while allaying major traffic queuing concerns from residents.

At this stage there is no further State Government funding commitment in addressing the traffic signals at Main Street / Scarborough Beach Road / Brady Street, and it would be proactive to plan with the State Government in delivering the next stage of works. Black Spot funding normally requires a treatment to be reassessed on its impact after five years of operational use.

If microsimulation modelling is not carried out prior to these works being undertaken and problems such as congestion / queuing are not resolved or become worse due to the proposed design, the Cities will be expected to consider further works as these are local roads and not under the control of MRWA.

Financial Assessment and Implications

The State Government initially committed \$3 million in funding for the project, which resulted from a State Government election commitment made by David Michael MLA and John Carey MLA. There were significant cost escalations during the detailed design stage, primarily due to service relocations costs, and additional funding was made available by the State Government. The City understands the costs have continued to escalate during the design stage. MRWA has advised that based on the confirmed service relocation costs and 100% design, the project cost for the roundabout is now in the order of \$21 million. If the project was to proceed, it would be based on being 100% funded by the State Government.

Stakeholder Engagement

The City, in conjunction with the City of Vincent and the local Members of Parliament, have engaged with the local community to provide feedback to MRWA on a new roundabout configuration, signalling upgrades and improved pedestrian crossing facilities.

During the concept design stage in 2020, the City undertook consultation with the surrounding community of Osborne Park and Joondanna to determine the level of support for the Concept Design shown in Figure 1. The consultation included direct letters sent to surrounding residents, notices on the City's website and several social media posts.

A total of 56 responses were received during the consultation period, with 79% of respondents indicating support for the plans put forward by MRWA. Further details on the survey responses are provided in Attachment 1.

No specific public consultation has been undertaken on the final design.



Options Summary

The following options were considered.

OPTIONS	
1.	That the City SUPPORTS the Scarborough Beach Road / Green Street 100% detailed design, subject to further microsimulation traffic modelling by Main Roads WA which demonstrates an adequate level of service along the adjoining roads of Scarborough Beach Road, Main Street, Brady Street and Green Street.
2.	That the City DOES NOT SUPPORT the Scarborough Beach Road / Green Street 100% detailed design due to the uncertainty of impacts on the local road network.

Recommended Action

The City is generally supportive of the proposed upgrades to the intersection, as this location has been the subject of numerous queries and concerns over many years. However, there are still outstanding concerns and the City considers that further investigation is warranted.

It is recommended that approval of the 100% design is provided to MRWA, subject to traffic modelling which demonstrates that the traffic queuing / congestion along Main Street, Scarborough Beach Road, Brady Street and Green Street be no worse than prior to the inclusion of the roundabout and secondary treatments associated with the 100% detailed design.

Relevant Policies, Legislation and Council Resolutions

[Local Government Act 1995](#)

Sustainable Stirling 2022-2032

Key Result Area: Our built environment

Objective: An accessible and connected City

Priority: Provide and maintain safe and accessible roads and parking

**Strategic Risk**

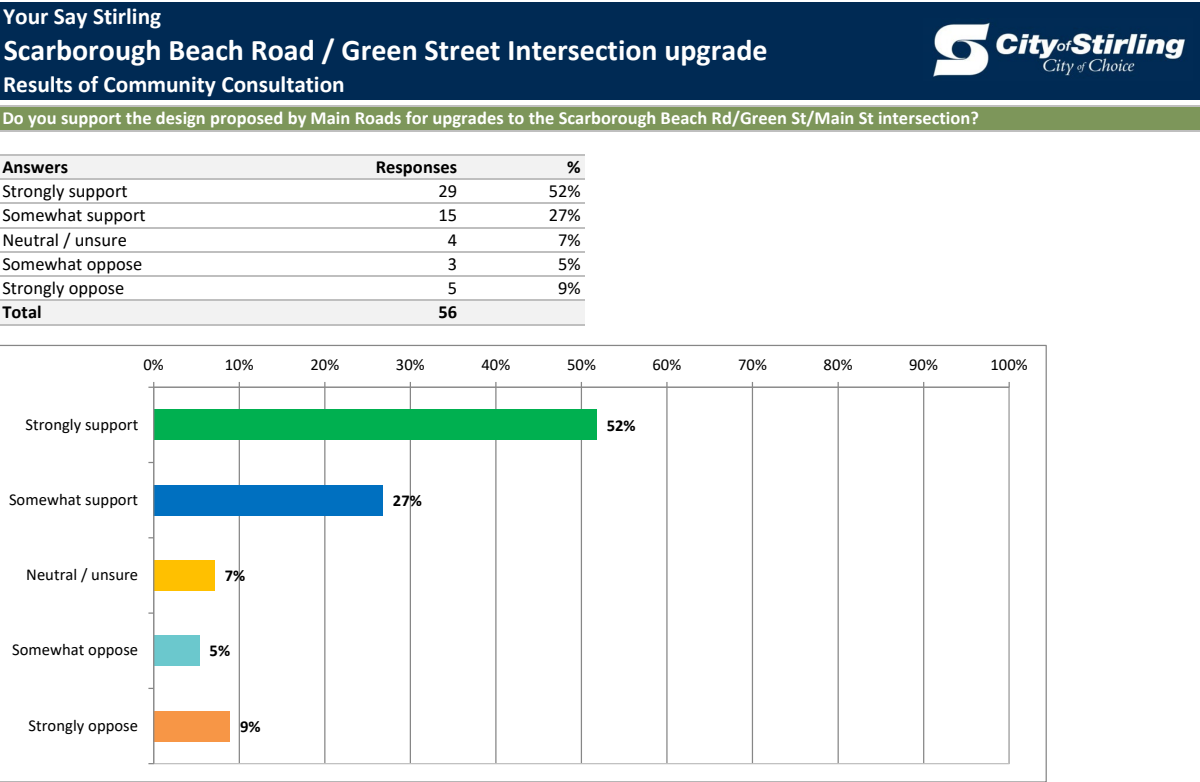
Strategic Risk	Risk Appetite
Reputation	The City will ensure that any decisions that may affect the City's reputation are made at the appropriate level with stakeholders remaining informed and engaged.
Community	The City will ensure that it engages with the community in accordance with its Community and Stakeholder Engagement Plan.
Funding	The City will take sufficient financial risk to enable it to achieve its strategic objectives, providing it does not significantly impact on the long term financial sustainability of the City.

Relevant Documents and InformationAttachmentsAttachment 1 - Results of Community Consultation [↓](#)Available for viewing at meeting

Nil

Linked Documents

Nil





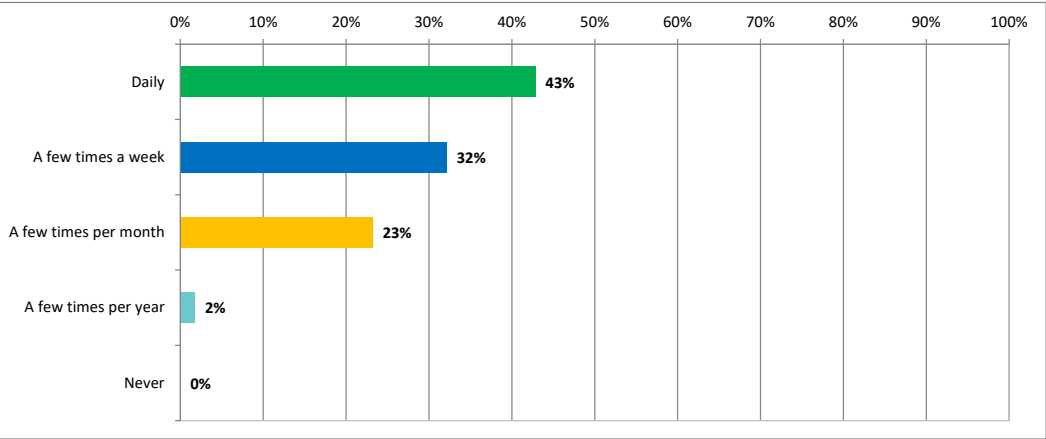
Your Say Stirling

Scarborough Beach Road / Green Street Intersection upgrade

Results of Community Consultation

Approximately how often do you use the intersection?

Answers	Responses	%
Daily	24	43%
A few times a week	18	32%
A few times per month	13	23%
A few times per year	1	2%
Never	0	0%
Total	56	





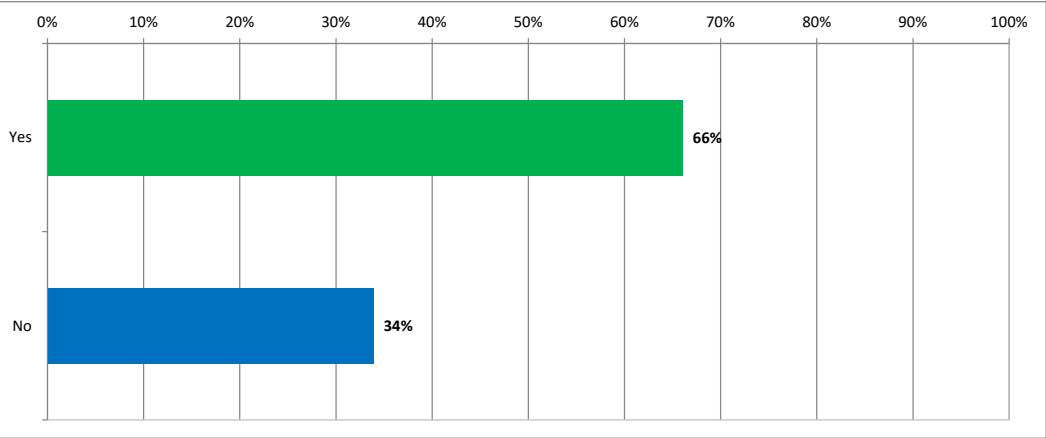
Your Say Stirling

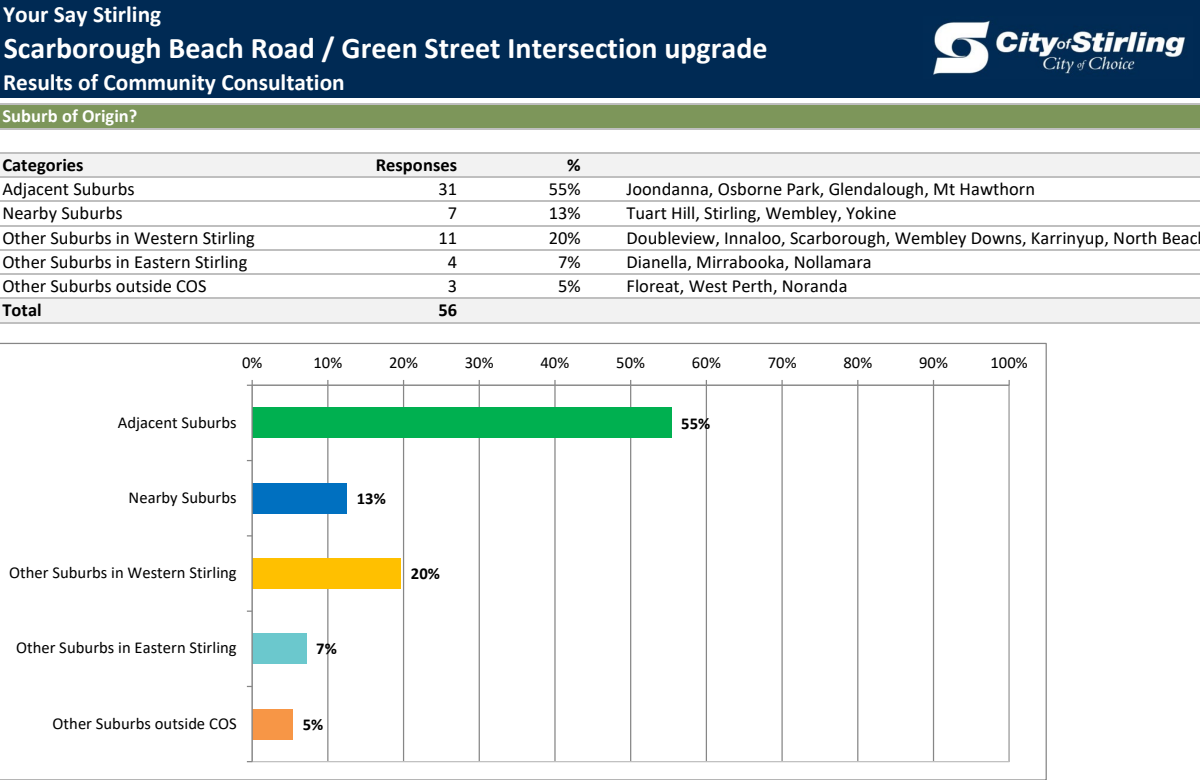
Scarborough Beach Road / Green Street Intersection upgrade

Results of Community Consultation

Do you live near the Scarborough Beach Road/Green Street intersection (within approximately 2 kms)?

Answers	Responses	%
Yes	37	66%
No	19	34%
Total	56	







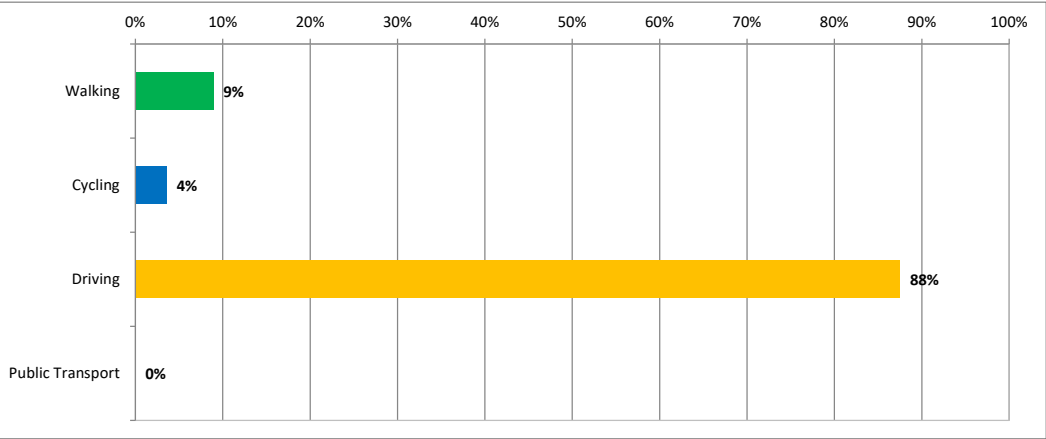
Your Say Stirling

Scarborough Beach Road / Green Street Intersection upgrade

Results of Community Consultation

By what mode of transport do you most frequently use the intersection?

Answers	Responses	%
Walking	5	9%
Cycling	2	4%
Driving	49	88%
Public Transport	0	0%
Total	56	





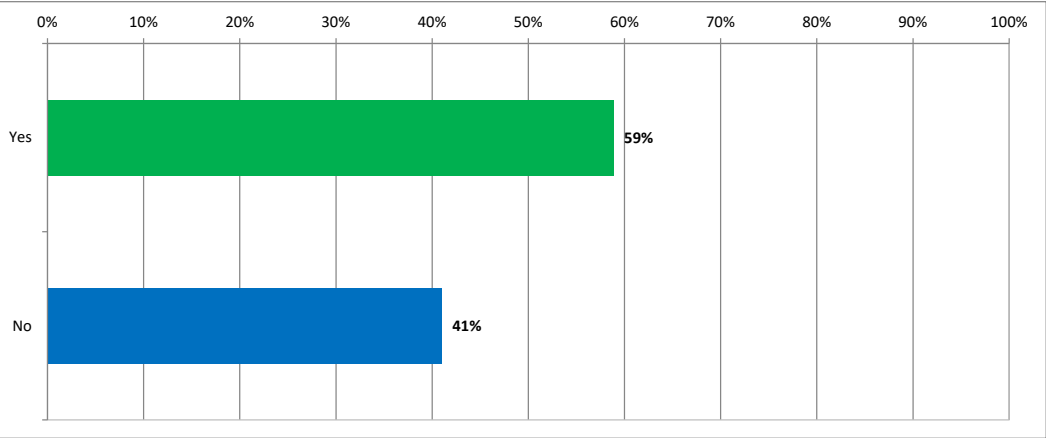
Your Say Stirling

Scarborough Beach Road / Green Street Intersection upgrade

Results of Community Consultation

Is the Scarborough Beach Road/Green Street intersection part of your regular commute?

Answers	Responses	%
Yes	33	59%
No	23	41%
Total	56	





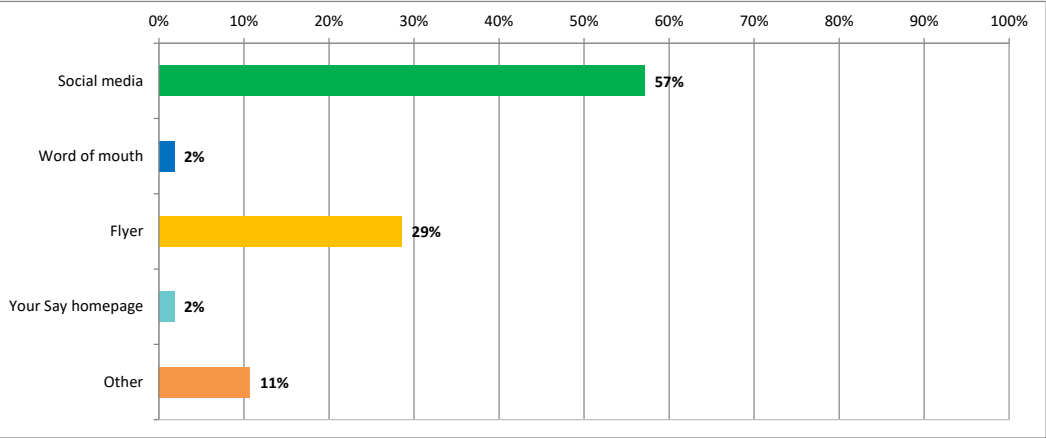
Your Say Stirling

Scarborough Beach Road / Green Street Intersection upgrade

Results of Community Consultation

How did you hear about this project?

Answers	Responses	%
Social media	32	57%
Word of mouth	1	2%
Flyer	16	29%
Your Say homepage	1	2%
Other	6	11%
Total	56	





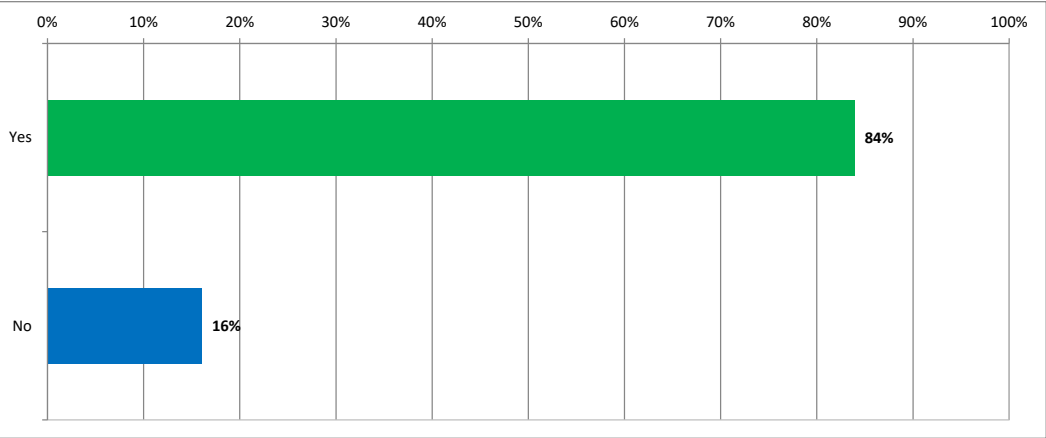
Your Say Stirling

Scarborough Beach Road / Green Street Intersection upgrade







Results of Community Consultation

Would you like to be kept informed about this project?

Answers	Responses	%
Yes	47	84%
No	9	16%
Total	56	



6.2 BEAUFORT STREET PRECINCT AREA ROAD SAFETY TREATMENTS

- Attachments:**
1. **Highgate Precinct Wide Traffic Analysis** [↓](#) 
 2. **Node#1 - Concept Drawing - Beaufort Street and Harold Street Intersection** [↓](#) 
 3. **Austrroads Guideline LATM - Part 8** [↓](#) 
 4. **Broome and Wright Street - Community Survey Results** [↓](#) 
 5. **18 May 2021 Council Report Mini Roundabouts** [↓](#) 
 6. **9 September 2014 Council Report - Mary Street** [↓](#) 
 7. **Follow up Consultation on Direction of the One-Way Street - Harold Street Residents - Confidential**

RECOMMENDATION:**That Council:**

1. **REQUESTS** that Administration apply to Main Roads WA for approval of Harold Street becoming a formal one-way street from Vincent Street to Beaufort Street;
2. **Subject to Main Roads WA approval to point 1, SUPPORTS** a capital works project to convert Harold Street from a bi-directional street to a one-way street in the 2024-2025 financial year; and
3. **SUPPORTS** the development of a 6-year Road Safety Implementation Plan to design and deliver the 'Beaufort Street Nodes' project and other projects identified within the precinct-wide Highgate traffic analysis report within attachment 2.

PURPOSE OF REPORT:

To consider the outcomes of community consultation on the proposed Harold Street one-way conversion from Vincent Street to Beaufort Street, Mount Lawley, and the progression of a formal application to Main Roads WA for approval.

DELEGATION:

Report requested by Council resolution 22 August 2023, deferred in the 19 March 2024 Council resolution.

BACKGROUND:

In response to a report to the Ordinary Council Meeting held 22 August 2023 addressing both parking and traffic safety issues on Harold Street, Mount Lawley, Council resolved –

"That Council,

1. *DOES NOT SUPPORT* the progression of the approved Main Roads WA funded Blackspot project at the intersection of Harold Street and Beaufort Street, Mount Lawley as per the design drawing in **Attachment 1**;
2. *REQUEST* the CEO prepare a report on options to slow vehicle speed and increase pedestrian, cyclist, and vehicle safety on Beaufort Street, including engagement with stakeholders such as the Town Team, the Beaufort Street Network Place Management and Main Roads by March 2024; and
3. *REQUEST* the CEO consult with residents, schools, and surrounding businesses on the proposal to make Harold Street west of Beaufort Street a one-way street and present a report to Council with the results of this consultation by March 2024."

The Item was deferred at the Ordinary Council Meeting held 19 March 2024; as follows:

PROCEDURAL MOTION

DEFERRED

Moved: Cr Castle, **Seconded:** Cr Alexander

That the motion be deferred for the following reasons:

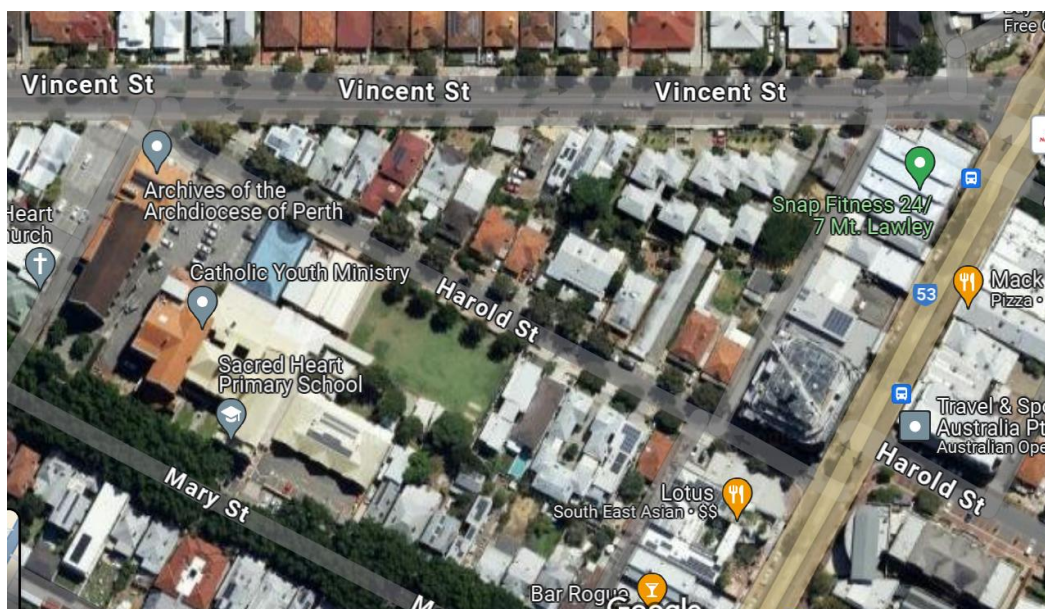
1. To allow further public consultation on the direction of the one way street;
2. To allow further consideration of a trial, particularly the cost of implementation and removal;
3. To allow for the provision of more information on how this treatment might limit the options the City can undertake in Beaufort Street and the rest of the precinct as per the Road Safety Implementation Plan;

A report being prepared and to be returned to the 21 May 2024 Council Meeting.

CARRIED (9-0)

DETAILS:

Harold Street is a Bi-directional Local Access Road, used for access to properties on Harold Street and links Beaufort Street to Vincent Street which are both Distributor Roads.



Harold Street is classified as a Local Access Road in the Metropolitan Road Hierarchy adopted by Main Roads WA. The maximum desirable traffic volume on a Local Access Road is up to 3,000 vehicles per day (vpd). The legal speed limit is 40km/h.

Traffic data collected from 20 March 2023 to 28 March 2023 is detailed as follows:

Traffic volume:

Average 5 days = 771 vpd (vehicle per day)

Speed:

85% = 42.3km/h (The 85th percentile speed is the speed that 85% of vehicles are travelling at, or slower, under free-flowing conditions)

Average speed = 32.6km/h

Class:

Heavy vehicles = 4.5%

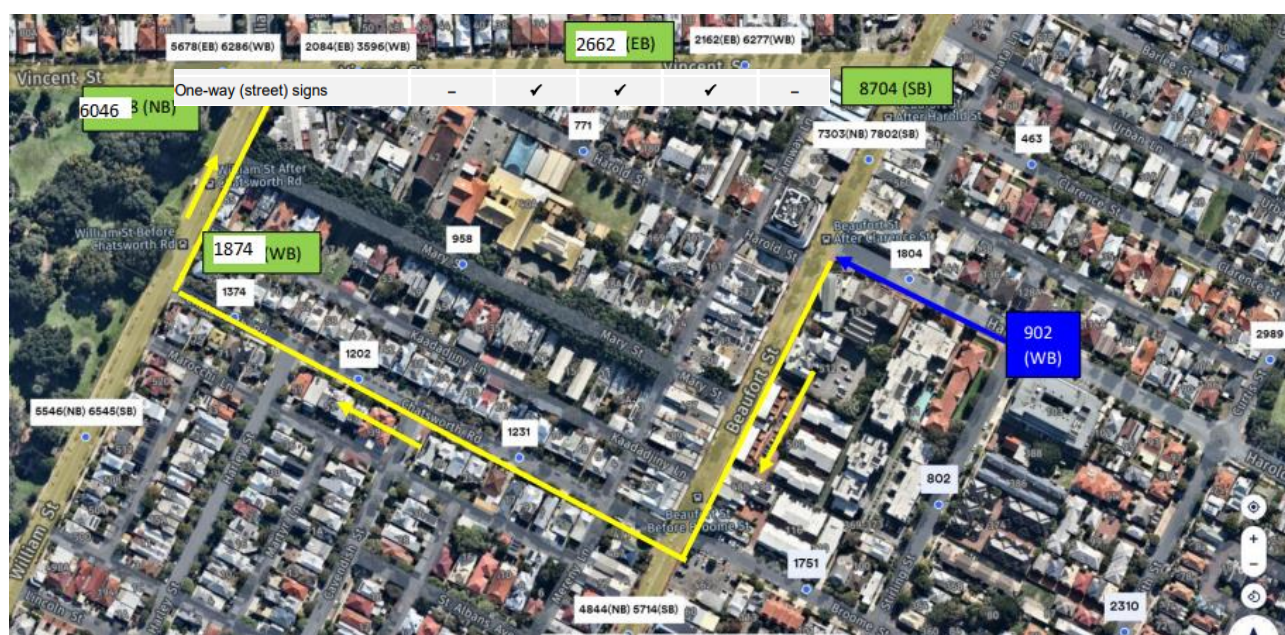
Crash data from 1 January 2019 to 31 December 2023 shows eight (8) crashes in total from Vincent Street to Beaufort Street. One (1) crash needed medical attention, four (4) crashes were major property damage crashes and three (3) were minor property damage crashes.

The one-way conversion of Harold Street was explored and modelling the traffic flow from Vincent Street to Beaufort Street has proven to be effective in treating the rat running on Harold Street, as currently Harold Street acts as the link for the District Distributor roads. Making it one-way will remove Harold Street from being a link, which will result in most of the traffic being local traffic only.

Other benefits are:

- Reduces traffic volume
- Reduces Crash risk
- Increases pedestrian safety

High level modelling shows that worst case, redirecting the 500 vehicles which can use this route as a rat run would divert traffic to Chatsworth Road (see image below).



Harold Street / Chatsworth Road traffic modelling

It is not expected that Chatsworth Road will be negatively impacted with this level of increased traffic as traffic volumes will remain below the 3000 vehicles per day level of service. It is noted that Chatsworth Road is a Local Access Road which has had 4 crashes over the last 5 years. Through the precinct wide traffic analysis, the focus would be to treat these crashes and redirect District Distributor traffic on William Street and Beaufort Street to another District Distributor Road.

The concept of converting Harold Street to a one-way from Vincent Street to Beaufort Street is supported in principle by MRWA with a formal application required, addressing the points below:

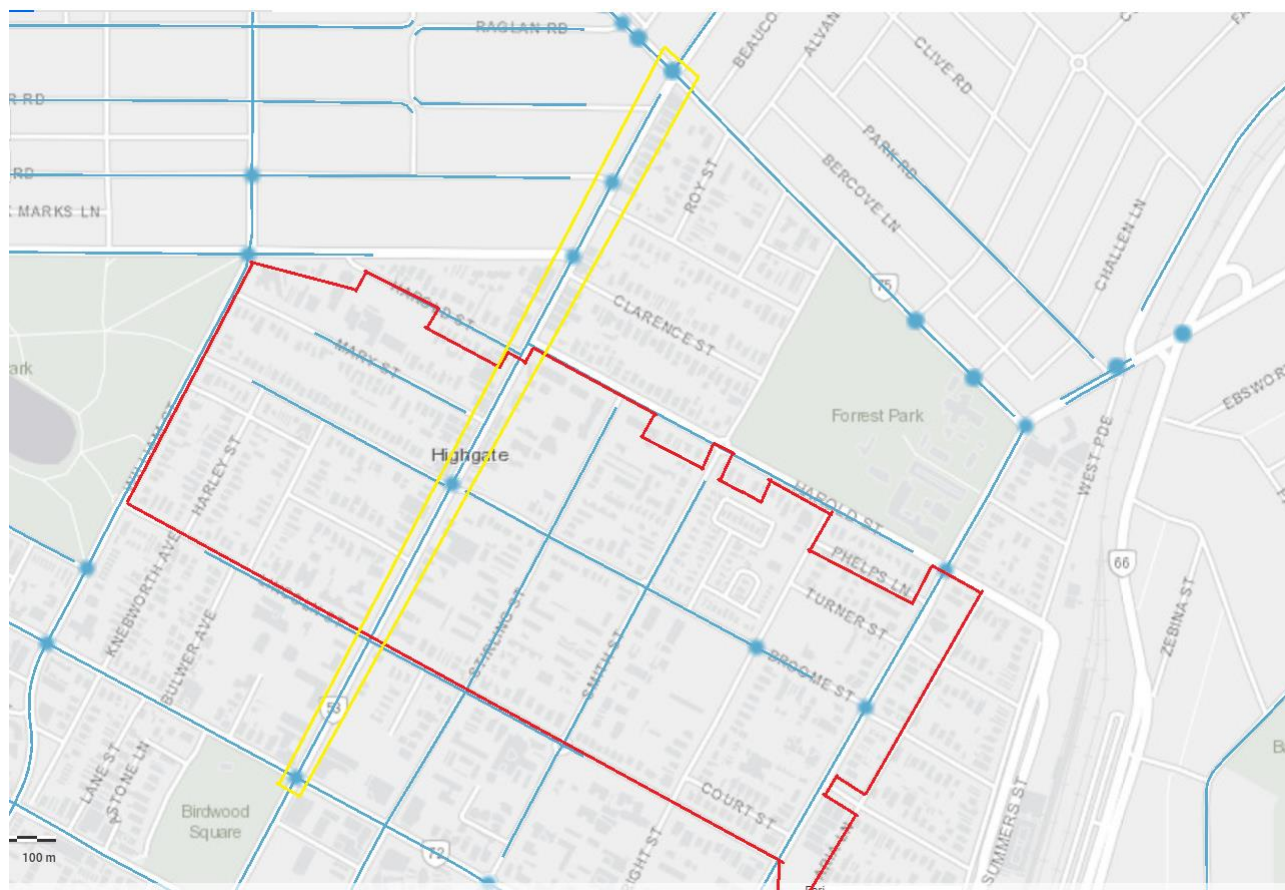
- Reason for the conversion to one-way.
- Traffic impact assessment showing the impact on the surrounding network.
- Evidence of public consultation.
- Copy of the appropriate council meeting motion indication approval.
- Detail drawings / designs.

MRWA noted that the approval requirements were the same for a short-term trial of a one-way solution and that for a permanent one-way conversion.

The Austroads Guidelines specify temporary or trial installations should be undertaken very carefully and as a last resort. Trial areas are to be extensively planned, funded, and resourced to allow for the conclusions to be accurately measured and reported upon.

Administration has completed a high-level review of the precinct wide traffic analysis of the Highgate area which included reviewing a section of Beaufort Street (Walcott Street to Bulwer Street). The review highlighted areas which are known to have road safety issues including pre-approved blackspot areas determined through the Main Roads WA crash map system.

The details of this are captured within the technical report in **Attachment 1** and design drawing in **Attachment 2** summarised within the below image *Blackspot Areas – Beaufort Street Precinct*. Blue dots represent the pre-approved blackspot locations and blue lines represent the pre-approved blackspot roads. The area highlighted in red is the Highgate area and the area highlighted yellow shows the extent of the traffic analysis completed on Beaufort Street.



Blackspot Areas – Beaufort Street Precinct

Majority of the roads within the Highgate precinct are pre-approved blackspot areas. High priority areas are at intersection locations as detailed below:

- Broome St and Beaufort St
- Broome Street and Wright Street
- Broome Street and Lord Street
- Harold Street and Lord Street

Other priority pre-approved blackspot areas are roads within the Highgate precinct area detailed below:

- Harold Street (Vincent Street to Lord Street)
- Mary Street (William Street to Beaufort Street)
- Broome Street (Harley Street to Lord Street)
- Lincoln Street (William Street to Smith Street)
- Stirling Street (Lincoln Street to Harold Street)
- Smith Street (Lincoln Street to Harold Street)
- Lord Street (Lincoln Street to Harold Street)

Beaufort Street from Walcott Street to Bulwer Street is a pre-approved blackspot area which also includes five intersections, intersecting with:

- Walcott Street
- Chelmsford Road
- Vincent Street
- Broome Street
- Bulwer Street
- Harold Street

Although Harold Street is not a pre-approved blackspot area, it had been previously approved by Main Roads WA as a blackspot project to be delivered within the 2023/24 financial year and therefore added to the list.

The below intersections are currently not on the pre-approved blackspot list, but they do warrant further investigation:

- Grosvenor Road
- Barlee Street
- Clarence Street
- Mary Street
- Lincoln Street

Overall, the study found that providing intervention treatments that divert traffic is not desirable because while crashes may be treated at the intersection in question, adjacent intersections are consequentially likely to be negatively impacted with an increased safety risk.

The focus is then to consider intervention treatments that improve road safety and allow free-flowing traffic to physically slow vehicles and/or reduce traffic volumes around problem areas. This approach was applied to the following areas:

1. Harold Street (Vincent Street to Beaufort Street)
2. Beaufort Street and Harold Street Intersection
3. Broome and Wight Street intersection

Harold Street (Vincent Street to Beaufort Street) was analysed, and the concept of the one-way treatment modelled. It was evident that traffic volumes would likely decrease, slower speeds would be expected, and crashes likely reduced. There were no signs of negative impacts on other intersections or adjacent roads as traffic was free flowing, travelling West to East down Harold Street.

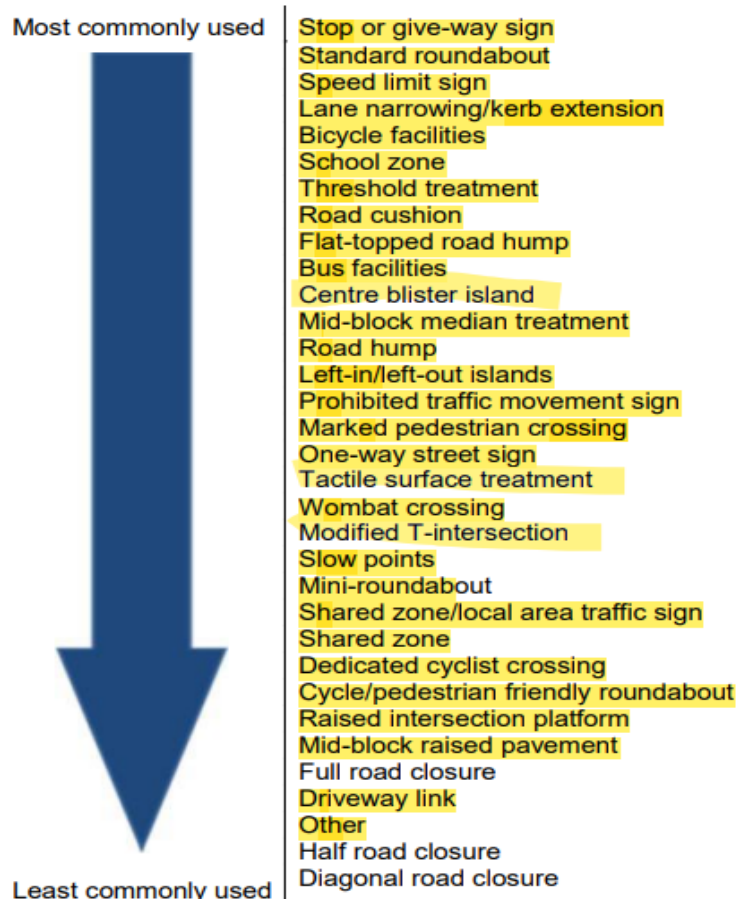
Beaufort Street and Harold Street Intersection was analysed, factoring in the concept of the one-way treatment on Harold Street, which supported the concept of a raised plateau node. Raised plateau nodes have benefits regarding slower speeds, reduces the likelihood of crashes, and allows pedestrians and cyclists to cross at locations which considers the accessibility needs and streetscape improvements. It is likely that the node concept would also work at the other pre-approved blackspot intersections with similar benefits expected.

The Broome and Wright Street roundabout project (approved for delivery 2023-2024 and works initiated) was factored into the above analysis and there were no negative impacts from the proposed Harold Street one-way and node treatment within the area. Community consultation for this project is detailed within **Attachment 4**.

Other factors considered were the reduced speed limits from 50km/h to 40km/h now approved by Main Roads WA on all Local Roads, the new Bike network plan 2023-2028 as well as input from our internal Town Teams.

In addressing other problematic areas, the precinct wide traffic analysis suggests other free flowing traffic calming and road safety treatments as identified in the following diagram. These treatments are Local Area Traffic Management treatments used by other Local Governments, recommended within the *Austroads Guidelines to Traffic Management Part 8, Local Area Traffic Management (Attachment 3)*.

Figure 7.1: LATM devices commonly used by local governments



Source: Damen and Ralston (2015).

The Guidelines note that there are few treatments which recommend closing roads and diverting traffic, and these are not commonly used. Community consultation within the City of Vincent over the last five years, suggests that treatments such as raised plateaus and speed humps are generally well received. Diagonal diversions or other road closures which could divert traffic to other streets are not very well received by the community.

The precinct traffic analysis and treatments proposed have been discussed informally with Main Roads WA, Perth Transport Authority, and the Department of Transport with no negative feedback. It is expected that further formal discussions with these external stakeholders will be held over the next 12 months and approvals will be required.

The technical report in **Attachment 1** and design drawing in **Attachment 2** provide additional details on the proposed treatments for Harold Street (Vincent Street to Beaufort Street) and Beaufort Street and Harold Street intersection. The report also considers treatments such as mini roundabouts on Chatsworth Road intersections as well as Lincoln Street Intersections. Mini roundabout treatments have been rolled out within North Perth, 18 May 2021 Council report in **Attachments 5** has further details on this.

CONSULTATION/ADVERTISING:

Community Consultation has been carried out for the proposed one-way conversion on Harold Street from Vincent Street to Beaufort Street.



Organisation Implementation

Engagement is used to both inform the community about the proposed policy, project or propositions, and to provide some input to the shape or execution of the policy, project or proposition.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Your organisation has the legitimacy to lead and implement

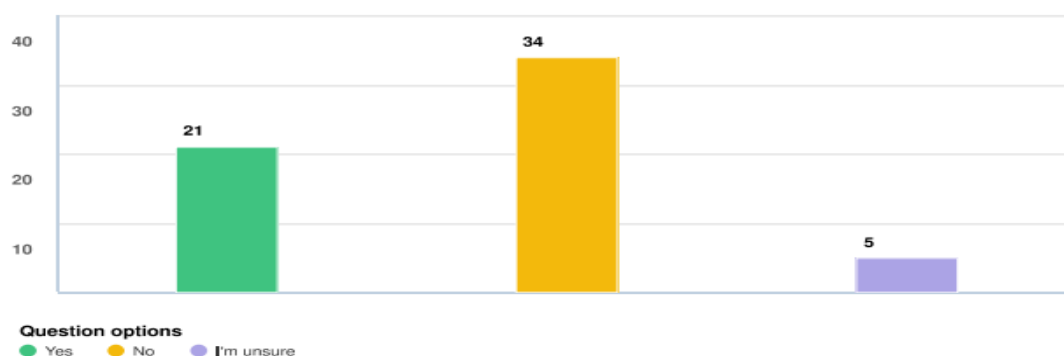
Communicate how community and stakeholder input has influenced the decision-making or implementation

Community Consultation for Harold Street to be converted to one-way commenced from 24 January 2024 and closed on 15 February 2024.

There was a total of 60 survey participants, 35% of which supported, 57% did not support and 8% were unsure.

Have Your Say : Survey Report for 24 January 2024 to 15 February 2024

Q3 Do you support the proposal to make the section of Harold Street from Vincent Street to Beaufort Street one-way?



Mandatory Question (60 response(s))
Question type: Checkbox Question

The table below shows that Harold Street residents supported the one-way proposal, however school users, and other City of Vincent residents (inc. Highgate) were not supportive.

	Support	Not support	Unsure	Total
Harold St resident	7	4	2	13
Highgate resident	11	17	2	30
CoV resident	2	5	1	8
School users	2	7	0	9
Total	22	33	5	60

Comments received were mixed with general themes being:

Community Comment	Percentage	Administrations Response
Treatment disrupting drivers commute.	16%	Drivers will need to travel through Harold Street as per the direction of the one-way flow. It will disrupt drivers commute who normally drive against the one-way flow.
One-way needs to be designed to run the other way, from Beaufort Street to Vincent Street.	11%	Administration has reviewed flow running from Vincent Street to Beaufort Street, and from Beaufort Street to Vincent Street. There is no added technical benefit or negative impacts regarding how the flow of the one-way system runs, this will be determined during the detailed design phase and will be decided/approved by Main Roads WA.
Moves the problem of the black spot area at the Intersection of Harold Street and Beaufort Street to other streets/laneways.	31%	There is no negative effects of the on-way on adjoining streets as free-flowing traffic is still allowed to travel through Harold Street and access maintained at both the Vincent Street and Beaufort Street ends for the school and laneway.
Will cause issues to residents at Challis apartments.	5%	Access to Challis apartments from Beaufort Street will be maintained however residents will need to follow the one way system when travelling down Harold Street as it will no longer be bi-directional.
There are no accidents/road safety issues on Harold Street.	4%	Main Roads WA crash map has recorded accidents at the Intersection of Harold Street and Beaufort Street, and on Harold Street between Vincent Street and Beaufort Street. Harold Street is a pre-approved blackspot area relating to severity and number of accidents.
This will improve traffic and road safety issues.	31%	The one-way conversation is expected to treat accidents on Harold Street and at the intersection of Harold Street and Beaufort Street.
Doesn't solve the parking issue.	2%	The one-way conversation is likely to treat crashes associated with parking manoeuvres however will not increase the number of parking bays or solve parking issues.

Follow up consultation on the direction of the one-way was carried out to all residents living on Harold Street via letter, dated 19 April 2024. Seven (7) responses were received, details of these are within confidential attachment 7.

- Three (3) support the one-way from Vincent Street to Beaufort Street.
- One (1) requested more detail.
- Three (3) against the one-way from Vincent Street to Beaufort Street.

LEGAL/POLICY:

Road Traffic Act 1974

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to implement Blackspot projects and Local Area Traffic Management projects 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.

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.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes. 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*:

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

Traffic analysis and engineering design tasks will be completed in-house using existing resources. No external resources or additional funding will be required for the application to Main Roads WA for the conversion of Harold Street from bi-directional to a one-way street.

Permanent one-way conversation of Harold Street high level estimates –

Works - Permanent	Amount \$
Temp traffic management	12,500
Removal of kerbs, signs and lines	5,000
Kerbing works	6,500
Signs and lines	4,500
Landscaping	5,000
Misc works	5,000
Total Cost Estimate	38,500

12-month **Trial one-way** conversation of Harold Street for 12 months (approval from MRWA on signs and lines) –

Works - Trial	Amount \$
Temp traffic management	9,500
Removal of kerbs, signs and lines	5,000
Kerbing works	6,500
Signs and lines	4,500
Landscaping	0
Traffic Counters / Evaluation Report	6,500
Misc works	5,000
Total Cost Estimate	37,000

Removal of works estimate – **\$21,000** (Traffic control, removal and disposal of material, reinstatement of existing)

There will not be any funding opportunities for a trial one-way conversion of Harold Street. The permanent one-way conversion of Harold Street can qualify for MRWA Blackspot funding and an application for this would be made.

The Beaufort Street Nodes concept is expected to cost up to \$500,000 per node which includes design costs. Should six nodes be delivered within the pre-approved blackspot locations, a budget of \$3 million over a 6-year period will be required.

External funding sources from MRWA, DoT, RAC and the Perth Parking Fund will be explored with cost saving efficiencies from programming annual road renewal and drainage improvement works to be delivered concurrently.

COMMENTS:

The purpose of undertaking the works on the intersection of Harold Street and Beaufort Street is to mitigate the incidence of road crashes and resultant trauma. Administration has now confirmed that the one-way conversion of Harold Street from Vincent Street to Beaufort Street is the recommended treatment to mitigate and eliminate crashes on Harold Street as well as preventing rat running from Beaufort Street to Vincent Street. MRWA support in principle the conversion of Harold Street to a one-way street from Vincent Street to Beaufort Street.

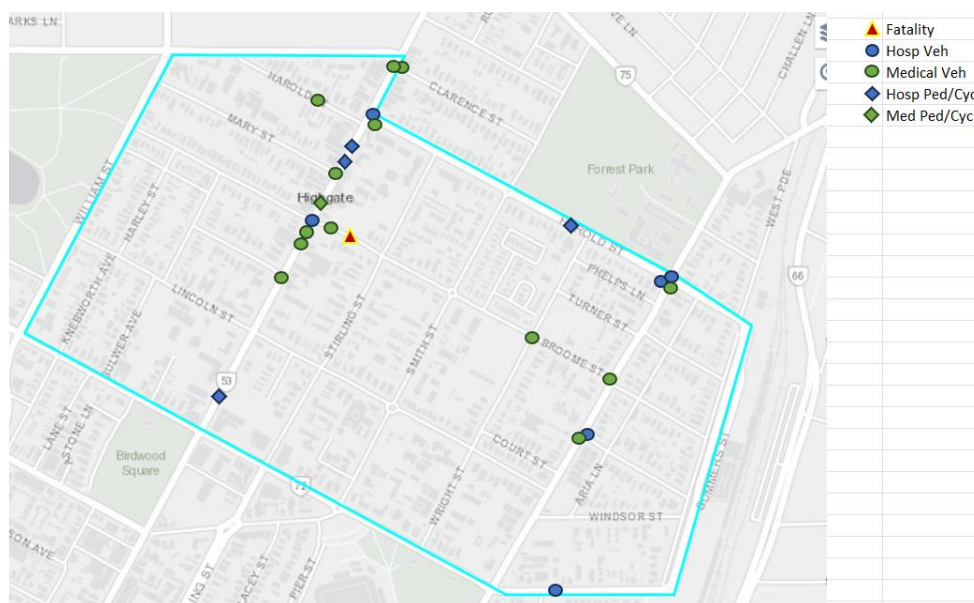
Following the Highgate precinct wide traffic analysis which has holistically looked at treatments within the Highgate area and Beaufort Street (Walcott Street to Bulwer Street), Administration has analysed the impact of the one-way treatment on other treatments which could be undertaken on Beaufort Street and the rest of the Highgate precinct area. Administration is confident that the implementation of the one-way conversion of Harold Street, the construction of a 'Slow Speed' Node at the intersection of Harold Street and Beaufort Street and implementing sections (restricting right hand turn movements) of the original blackspot project design at the intersection of Harold Street and Beaufort Street will eliminate over 90% of all crashes.

Traffic and Transport – Technical Note Highgate Precinct Area

Precinct wide Traffic Analysis

The purpose of this report is to explore options to slow vehicle speed and increase pedestrian, cyclist and vehicle safety on Beaufort Street as well as exploring the option of converting Harold Street to a one-way street from Vincent Street to Beaufort Street.

KSI Crash Data within the Highgate area



Beaufort Street Node treatments

After investigating treatments typically used to mitigate problems of average traffic speeds above that posted, the incidents of turning movements and the concentration of pedestrian and cyclist collisions, it has been identified that there are similar patterns along the section Beaufort Street (between Lincoln Street and Walcott Street). This section is also identified for preapproved blackspot treatments, such as banned right turns and roundabouts, however these do not suit the needs of many in the local area and treatments should reflect both the local needs of the community and improve accessibility for walking and cycling.

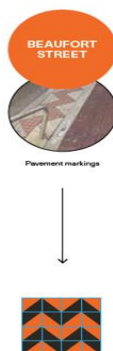
It is also important that this area of Beaufort Street maintains a level of formality regarding these treatments, so there is less confusion for all road users.

The road is a PTA bus route for a handful of services (including peak time bus lanes), is prescribed as an important cycling network route connector, and has impacted the safety of pedestrians crossing Beaufort Street, and to reflect this, the following identifies suitable treatments that should be investigated as a solution to improving road safety and accessibility within the Highgate Precinct.



Traffic and Transport – Technical Note Highgate Precinct Area

There may be opportunity for some artwork to be painted on the intersection which would incorporate elements of the City's wayfinding Strategy, which of Beaufort Street looks like the below.



Removal of central medians on Beaufort Street

Potential for removal of central medians midblock – allowing better on-street parking accessibility for local businesses.

- Requires consultation with residents, PTA and Main Roads

Midblock closure of traffic movement eastbound lane on Harold Street.

Midblock allows for two-way access for residents closer to William Street to enter and access Harold Street (they should be impacted as little as possible). The midblock will allow for cycling two-way access (if possible and kerbed so the minimum road width is maintained).

Local Road – therefore will not require a wide lane width.

- Requires consultation with residents, PTA and Main Roads

Other treatments to be reviewed to improve transport network accessibility and safety in the Highgate Precinct are:

Safe Active Streets

From the crash data, it was also identified that there are crash patterns along residential areas of the precinct. These roads also had other important features such as LTCN routes, parks and schools. It is important that these streets provide good walkable and rideable road sections to improve accessibility for more vulnerable road users and pedestrians.

Safe Active Street treatments on:

- Broome Street, (LTCN Local Route)
- Smith Street (LTCN Local Route)

Traffic and Transport – Technical Note Highgate Precinct Area

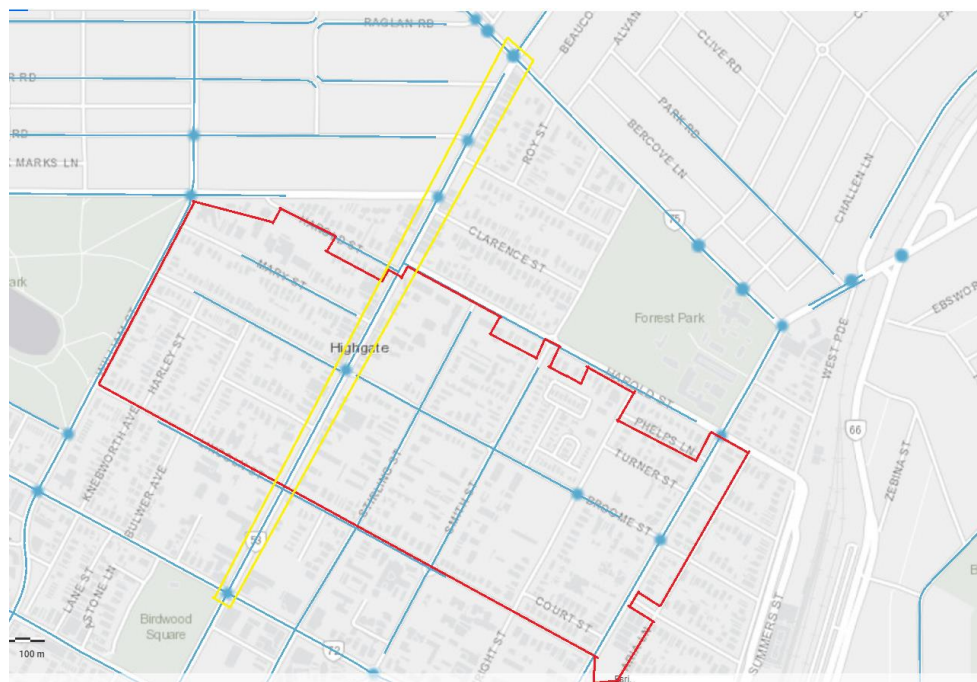
- Mary Street (LTCN Route)
- Harold Street between Beaufort Street and Lord Street (plenty of capacity for a mid-block treatment)

Other node sites

The plateau proposed at the intersection of Harold Street with Beaufort Street will reduce traffic speeds on all intersection approaches, therefore improving driver reaction time to avoid collisions. Further nodes identified from crash data, show similar patterns of crash behaviour, with events involving rear end and right turning movements being the most prevalent. The crash assessment for the study area, showed that there were a high number of crashes at many other local intersections. The opportunity to improve road safety at other local intersections along Beaufort Street, whilst increasing accessibility for walk and cycling can be provided by installing the same node treatments at intersections as follows:

Pre-approved MRWA blackspot areas;

- Walcott Street
- Chelmsford Road
- Vincent Street
- Broome Street
- Bulwer Street
- Harold Street



Other possible intersections;

- Grosvenor Road
- Barlee Street
- Clarence Street
- Mary Street

Traffic and Transport – Technical Note Highgate Precinct Area

- Lincoln Street

It has been identified that there are similar crash issues at other intersections further along Beaufort Street, and given the similar development demands between Vincent Street, the city is also investigating similar node treatments of raised plateaus at intersections including Barlee Street with Beaufort Street, and Chelmsford Road with Beaufort Street. The city is also investigating similar treatment opportunities at the intersection of Walcott Street with Beaufort, however, this will require extensive engagement and discussions with Main Roads WA and the City of Stirling.

Harold Street (Vincent Street to Beaufort Street) was analysed, and the concept of the one-way treatment modelled. It was evident that traffic volumes would likely decrease, slower speeds would be expected, and crashes likely reduced. There were no signs of negative impacts on other intersections or adjacent roads as traffic was free flowing, travelling West to East down Harold Street.

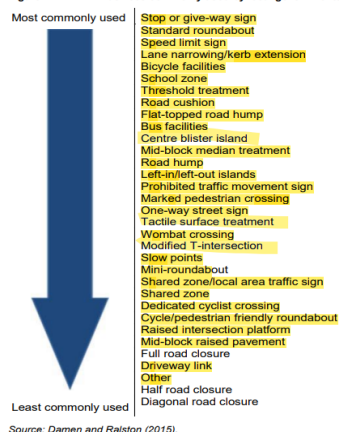
Beaufort Street and Harold Street Intersection was analysed, factoring in the concept of the one-way treatment on Harold Street, which supported the concept of a raised plateau node. Raised plateau nodes have benefits regarding slower speeds, reduces the likelihood of crashes, and allows pedestrians and cyclists to cross at locations which considers accessibility needs and streetscape improvements. It is likely that the node concept would also work at the other pre-approved blackspot intersections with similar benefits expected.

The Broome and Wright Street roundabout project (approved for delivery 2023-2024 and works initiated) was factored into the above analysis and there were no negative impacts from the proposed Harold Street one-way and node treatment within the area.

Other factors considered were the reduced speed limits from 50km/h to 40km/h now approved by Main Roads WA on all Local Roads, the new Bike network plan 2023-2028 as well as input from our internal Town Teams.

In addressing other problematic areas, treatments within the Local Area Traffic Management could be used as highlighted within the recommended section of the *Austrroads Guidelines to Traffic Management Part 8, Local Area Traffic Management*.

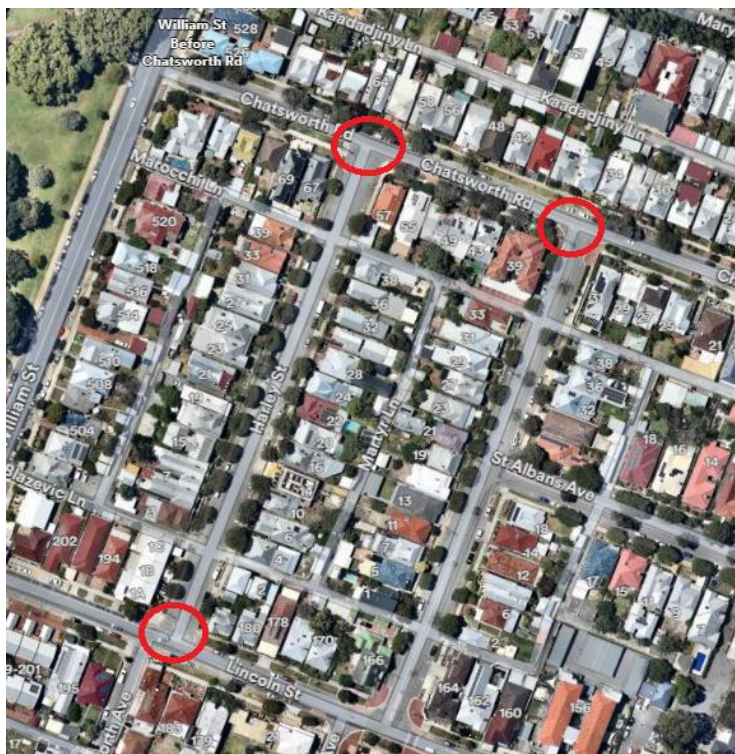
Figure 7.1: LATM devices commonly used by local governments



The Guidelines note that there are few treatments which recommend closing roads and diverting traffic, and these are not commonly used. Community consultation within the City of Vincent over the last five years, suggests that treatments such as raised plateaus and speed humps are generally well received. Diagonal diversions or other road closures which could divert traffic to other streets are not very well received by the community.

Traffic and Transport – Technical Note Highgate Precinct Area

Other areas which may benefit from treatment are at the intersections of Chatsworth Road and Harley Street, Harley Street and Lincoln Street, Cavendish Street and Chatsworth Road.



Treatments could consider mini roundabouts, raised plateau or seagull islands which considered with other proposed treatments, would work in allowing free flowing traffic, and not negatively impacting adjacent streets.

Further analysis will be required in treating streets which are high priority, pre-approved areas with considerations likely on treatments which allows free flowing traffic.

Harold Street One-Way – Vincent Street to Beaufort Street

Harold Street One-Way

This section of Harold Street is Classified under the Main Roads WA Road Classification Hierarchy as an Access Road, with capacity for up to 3,000 vehicles per day. It is approximately 8.5m wide with a two-way configuration with on-street line marked public parking on both sides of road. The current posted speed on this road section 50km/hour (due to be changed in 2024 to 40 km/hour).

The road runs northwest to southeast, terminating at intersections with Vincent Street and Beaufort Street, respectively. The Vincent Street/ Harold Street intersection is configured as left in, left out only to/ from Vincent Street (Give Way controlled) and all movements are accessible at the intersection of Harold Street with Beaufort Street (Stop Line controlled).

Traffic and Transport – Technical Note Highgate Precinct Area

The area is predominantly residential however it is within proximity to several other sites uses including several local businesses along Beaufort Street and a school and church near the Vincent Street intersection. There are also bus services operating along Vincent Street, Beaufort Street and nearby William Street, and Hyde Park is west of Harold Street, within five-minute walking distance. These are all accessible with good footpath connections and the street is well shaded with verge trees.

Traffic data

The data in **Table 1.0** identifies that there are currently no excessive speeding impacts along the midblock section of Harold Street and traffic flows are less than 1/3 of the total traffic capacity for an Access Road. However, given the peak period on-street parking demands, the capacity of the road is typically reduced to provide traffic movements in one direction only. This requires drivers to find gaps where accesses are positioned, to temporarily give-way to oncoming traffic in the other direction. Given there is no control in place, it is up to drivers in each direction to show courtesy to let one of the drivers through.

Table 1.0 Harold Street midblock traffic data

Location	From	To	Survey Date	Average Daily Weekday Traffic flow (ADWT)	Peak Flow AM	Peak Flow PM	Average Speed (Km/hr)	85 th %ile speed (Km/hr)
Harold Street	Beaufort Street	Vincent Street	July 2021	735	79.2	79.4	33.7	43.0

Crash analysis summary

Crash data was obtained from the MRWA police recorded Crash Database. From the analysis, it was identified that there were 08 crashes over 05 years (2018 to 2022). These were recorded within a corridor of less than 160m, showing a significant issue with crash rates, along a local residential street.

The data is summarised with the following crash information:

- 03 involving vehicles parked on-street.
- 04 involving cars to/ from accesses (01 needed medical attention)
- All midblock crashes were between 70m of Vincent Street and 30m of Beaufort Street.

Most crashes involved crashes from traffic travelling northwest and vehicles moving from accesses. Side swiping parked vehicles was also recorded. Figure 1.0 shows the coverage area of Harold Street where the crashes have been recorded.

Figure 1.0 Proximity of all recorded midblock crashes

Traffic and Transport – Technical Note Highgate Precinct Area



On Street Parking

The current on-street public parking controls are residential permit parking along the northern section of the street and 2P restrictions along the southern side of the street. There are additional parking controls to the southeast of the street towards Beaufort Street, where short term publicly accessible parking bays are provided. The availability for residential parking exceeds the number of residential properties proportion of over one property per parking space.

Two-way traffic flows are restricted in both directions due to the demand for on street parking in both directions, also covering the area of where midblock crashes were recorded. From site visits, it was identified that along with reduced road capacity, on street parking reduces access sight visibility for through traffic and residents exiting accesses. An example of the restricted traffic lane access, give-way to oncoming traffic and on-street parking is shown in Figure 2.0.

It is also worth noting that on-street parking capacity within five minutes walking distance of Beaufort Street is not typically at full capacity and there is parking availability typically on the northwest end of Harold Street.

Harold Street looking towards Vincent Street

Traffic and Transport – Technical Note Highgate Precinct Area

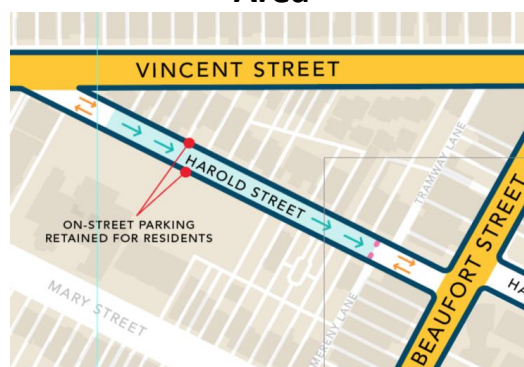


Proposed layout

The proposed layout is reducing the traffic flow permanently to reflect the capacity during the peak period for on-street parking demand on this section of Harold Street. It has already been identified that right turning conflicts are a main causation of crashes in the area, and although the intersections of Harold Street with Beaufort and Vincent Streets have not changed, the reduced traffic flow will minimise the likelihood of crashes locally along Beaufort Street, which have an impact to the local road network, in terms of traffic delays, and queuing over other lanes and local intersections. Figure 3.0 indicates the proposed location to introduce one-way access and the proposed permissible direction of traffic along Harold Street

Figure 3.0 Harold Street one-way location proposal

Traffic and Transport – Technical Note Highgate Precinct Area



The choice of traffic flow to be maintained is determined by the most important issue of road safety during the period of school children being dropped off and picked up. The nearest road intersection of Vincent Street/ Harold Street already has low likelihood of a crash, with less conflict points and the flow movement to leave the intersection and travel onto Beaufort ensures that children and other pedestrians cross this area of Harold Street with less traffic movements and improved gap times. This will also improve accessibility both in the school peak demand periods and the AM and PM commute peaks of the weekday. As cars are all also parked westbound on both sides of the road, driver visibility is also improved as the front of a car is nearest the access and not the higher raised rear sections of vehicles to maximise truncation visibility for drivers approaching and leaving accesses.

Vincent Street is a two-lane road in each direction during peak periods with on-street Parking restrictions from morning until the end of weekday peak traffic periods. The left turn only access onto Harold Street means a low likelihood of a collision entering Harold Street. Reallocating traffic flow via Beaufort Street onto Vincent Street is also a safer action than right turns onto Harold, as crash data history has already identified. The fact that it is only left turn movements required, especially in the Peak traffic demand periods is unlikely to have a detrimental time of additional travel times, with it estimated that, given the traffic speeds recorded along Harold Street and the likely single lane give way movements due to on street parking, the additional travel time would be less than 60 seconds and away from a corridor of road where collisions are occurring at an unnecessary rate. Crashes along this section of on Harold Street with single Lane capacity, if requiring medical attention do mean congestion issues, which may impact onto the local distributor Roads of Beaufort Street and Harold Street and the associated intersections.

Reducing the traffic flow movements also provides improved gap times and reduced conflict points along Harold Street for cyclists and pedestrians (including children local to the Primary School)

Summary

With a high number of turning movements in a local vicinity (within proximity to Beaufort Street and Vincent Street), there is a high likelihood of collision along a section of Harold Street where on-street parking demands are prevalent.

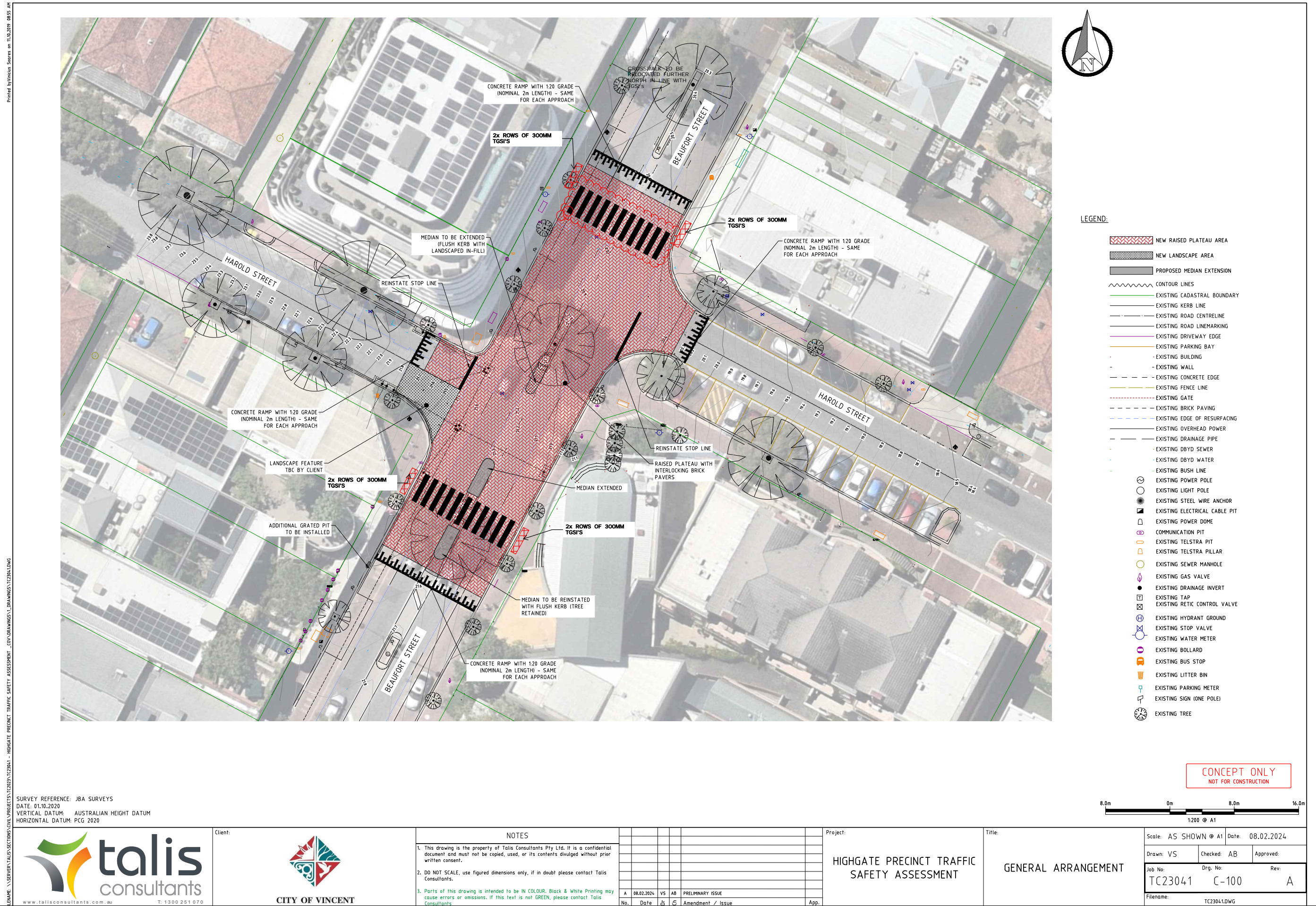
Reducing traffic flows has been proposed, with one way access only provided along a corridor section of Harold Street identified as a crash zone area and where the road is typically reduced to a single due to on-street parking demands. The outcomes of this proposal will have the following outcomes:

Traffic and Transport – Technical Note Highgate Precinct Area

- reduced turning movements along Harold Street.
- reduced likelihood of collision along Harold Street.
- Increased traffic flow along Harold Street.
- Reduced the risk of collision at locations where accesses are located along Harold Street. Drivers exiting have increased time to observe traffic flows in one direction.
- Reducing westbound traffic along Harold Street towards the school accesses reduces conflict opportunities, therefore improving exit flow from the primary school.
- The reduction of traffic flow into Harold Street from Beaufort Street will reduce right turn traffic flows, in turn reducing crash issues currently recorded.
- Vincent Street has capacity to carry additional local traffic and as a left in only intersection, has a low impact on the likelihood of intersection collision (there are no conflicting right turn flows on the intersection approach). There are also parking restrictions on-street enforced during the am and pm peak traffic periods to allow for two-lane capacity in each direction (as opposed to a reduced single traffic lane for traffic in both directions in the same period)
- Reduced traffic movement will also improve safety and accessibility for other modes of transport including crossing pedestrians and cyclists, supporting the following City of Vincent Policies:
 - City of Vincent Strategic Community Plan - 2022 to 2032. With specific reference to
 - Accessible City
 - Thriving Places
 - Innovative and Accountable
 - City of Vincent Public Health Plan - 2020 to 2025
 - Reduced injuries and a safer community

Redirected traffic of less than 80 vehicles in a peak period, would access Harold Street from Beaufort Street via Vincent Street using left turn movements. This will have a minimal journey time impact for commuters and improve safety for residents along Harold Street, including those who walk and cycle locally. The traffic volumes recorded for this flow have suitable capacity on Vincent Street between Beaufort Street and Harold Street.

It is also recommended that the street have traffic data recorded 12 months post any change to the road configuration and an on-street parking demand survey be conducted to identify if the changes to road accesses also would impact parking demand between Vincent Street and Beaufort Street.




Guide to Traffic Management Part 8 Local Area Traffic Management



Guide to Traffic Management Part 8: Local Area Traffic Management



Guide to Traffic Management Part 8: Local Area Traffic Management	
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Abstract The <i>Austrroads Guide to Traffic Management</i> has 13 parts and provides a comprehensive coverage of traffic management guidance for practitioners involved in traffic engineering, road design, town planning and road safety. <i>Part 8: Local Area Traffic Management</i> is concerned with the planning and management of road space usage within a local area, to reduce traffic volumes and speeds in local streets, to increase amenity and improve safety and access for residents, especially pedestrians and cyclists. It provides guidance for planners and engineers associated with the design, development and management of residential precincts. Part 8 presents a systematic approach to traffic management in local areas, outlining the principles and practice of influencing driver behaviour in local streets – both directly by physical changes to the environment, and indirectly by influencing driver perceptions of what is appropriate behaviour. It provides guidance on the selection, design, application and effectiveness of traffic control measures on an area-wide or at least whole-of-street basis, including effects such schemes may have on local and arterial road networks.	 About Austrroads Austrroads is the peak organisation of Australasian road transport and traffic agencies. Austrroads' purpose is to support our member organisations to deliver an improved Australasian road transport network. To succeed in this task, we undertake leading-edge road and transport research which underpins our input to policy development and published guidance on the design, construction and management of the road network and its associated infrastructure. Austrroads provides a collective approach that delivers value for money, encourages shared knowledge and drives consistency for road users. Austrroads is governed by a Board consisting of senior executive representatives from each of its eleven member organisations: <ul style="list-style-type: none">• Roads and Maritime Services New South Wales• Roads Corporation Victoria• Department of Transport and Main Roads Queensland• Main Roads Western Australia• Department of Planning, Transport and Infrastructure South Australia• Department of State Growth Tasmania• Department of Transport Northern Territory• Territory and Municipal Services Directorate, Australian Capital Territory• Australian Government Department of Infrastructure and Regional• Australian Local Government Association• New Zealand Transport Agency.
Keywords Traffic management, traffic calming, traffic planning, traffic control, local area, LATM, neighbourhood traffic management, traffic control devices, road hierarchy, speed control, speed based design, public participation, community consultation, street design, design of residential areas.	
Second edition published May 2016 First edition published April 2008 This latest edition of the Guide has been updated to: <ul style="list-style-type: none">• reflect new design concepts and approaches to safety and local area traffic management• incorporate new evidence on the advantages and disadvantages of some LATM treatments• highlight that all four pillars of a Safe System should be central to the design of any LATM scheme• recognise that new LATM treatments have been developed and successfully trialled, and that the LATM treatments in most common use have changed• reflect the increased amount of information reported in relation to the management of pedestrians and cyclists within LATM treatments, particularly at lower speeds• recognise the increasing role of technology.	
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1. Introduction

1.1 Scope of this Guide

Part 8 of the Austroads *Guide to Traffic Management* has the title *Local Area Traffic Management* (LATM) to define the limitations on its scope within the context of:

- the 13 different Parts of the *Guide to Traffic Management*
- the 9 different Guides spanning the range of Austroads publications.

The structure and content of the *Guide to Traffic Management* is discussed in *Part 1: Introduction to Traffic Management*. The 13 Parts are listed in Table 1.1.

In the context of the *Guide to Traffic Management*, Part 8 is restricted to measures for traffic (especially speed) management and physical changes to the environment of streets within local areas. Whilst Part 8 refers to issues covered in other parts, it is distinguished from:

- Part 4 – covers issues considered at the network level such as provisions for specific road users in the network
- Part 5 – refers to related management issues but in the context of the broader network
- Part 6 – deals with traffic management issues relating to the use and design of intersections, interchanges and pedestrian, bicycle and other crossings
- Part 7 – includes reference to the needs of road users in activity centres
- Part 9 – covers traffic operational matters such as traffic signals and incident management
- Part 10 – provides guidance on the design and use of traffic control and communication devices
- Part 12 – deals with issues related to development impacts
- Part 13 – provides guidance on road environment and safety in a broader context.

The scope of this Guide is therefore **traffic management within localities** and thus it focuses on local streets, which are primarily the responsibility of local government. The primary emphasis is on physical changes to the local street environment, with associated traffic management and enforcement, on an area-wide or at least whole-of-street basis to improve the community space, amenity, and safety within a residential precinct. Some standard traffic management measures, such as signs and road markings, have LATM application and may be included in the LATM 'tool box'. Where not referred to here, the reader should consult other parts of the *Guide to Traffic Management*, the general traffic engineering literature and appropriate codes for guidance on these techniques. Additionally, the Guide does not deal with those wider aspects of 'traffic calming' that relate to traffic reduction or roads beyond local areas. Measures to reduce the total level of traffic in cities are discussed in Austroads (2007), and guidance on traffic management techniques suitable for arterial roads and other roads with a significant traffic function is given in Austroads (1998a, b).

In the context of the other Guides within the Austroads range of publications, this Guide is restricted to traffic management advice specific to local streets, and refers only briefly to issues more appropriately addressed in other Guides. It is recognised that it is difficult, if not impossible, to discuss many aspects of local area traffic management without reference to road design and/or safety issues. Therefore the view is taken that within the *Guide to Traffic Management* any consideration of such issues should be brief and be supported by references to the *Guide to Road Design* and/or the *Guide to Road Safety*.

A final issue in relation to scope is that this document provides *guidelines* to good practice in traffic management, rather than specifying mandatory practice. Where appropriate, it makes reference to statutory and advisory documents that may apply in various places, but the practitioner remains ultimately responsible for maintaining an up-to-date awareness of current requirements in a given jurisdiction.

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Table 1.1: Parts of the Guide to Traffic Management

Part	Title	Content
Part 1	Introduction to Traffic Management	<ul style="list-style-type: none"> • Introduction to the discipline of traffic management • Breadth of the subject and the relationship between the various parts of the Guide.
Part 2	Traffic Theory	<ul style="list-style-type: none"> • An introduction to the characteristics of traffic flow and the theories, models and statistical distributions used to describe many traffic phenomena • Processes that practitioners should consider.
Part 3	Traffic Studies and Analysis	<ul style="list-style-type: none"> • Traffic and transport data collection surveys and studies • Traffic analysis for mid-block situations (including freeways/motorways) • Analysis of signalised and unsignalised intersections, including roundabouts.
Part 4	Network Management	<ul style="list-style-type: none"> • Broader issues and aspects of managing networks of roads to provide effective traffic management for all road users • Network needs of freight, public transport, pedestrians, cyclists and private motor vehicles • Tools and systems available to inform road users and manage systems.
Part 5	Road Management	<ul style="list-style-type: none"> • Is focussed on managing mid-block traffic conditions • Addresses good practice for: <ul style="list-style-type: none"> – access management – allocation of space to various road users – lane management – speed management.
Part 6	Intersections, Interchanges and Crossings	<ul style="list-style-type: none"> • Types of intersection • Selection of type – appropriate use • Traffic considerations in traffic management for intersections, interchanges and other crossings.
Part 7	Traffic Management in Activity Centres	<ul style="list-style-type: none"> • Planning and traffic management of activity centres and associated transport nodes • Principles for various types of centre.
Part 8	Local Area Traffic Management	<ul style="list-style-type: none"> • Principles and processes • Issues and resources • Selection of schemes and treatments • Design of schemes and devices.
Part 9	Traffic Operations	<ul style="list-style-type: none"> • Integration of transport modes • Traffic signals – use, design and co-ordination • Incident management • Transport information (road and other modes) • Management of road use (e.g. freight).
Part 10	Traffic Control and Communication Devices	<ul style="list-style-type: none"> • Signing and marking schemes • Traffic signs, static and electronic • Pavement markings and delineation • Traffic signals and islands.
Part 11	Parking	<ul style="list-style-type: none"> • Parking policy • Demand and supply • Data and surveys • On-street and off-street • Types of parking and parking control.
Part 12	Traffic Impacts of Developments	<ul style="list-style-type: none"> • Relationship to road level of service and access management • Development profile and trigger points for treatment • Traffic impact assessment.
Part 13	Road Environment Safety	<ul style="list-style-type: none"> • Describes and discusses the safety of road environments within a traffic management context • Provides references to relevant sections of the Austroads <i>Guide to Road Design</i> and the Austroads <i>Guide to Road Safety</i>.

1.2 Purpose of the Guide

The Guide has been prepared to encourage a rational and orderly approach to LATM, and to provide technical guidance and further source material for the practitioner.

Since the 1980s, there has been considerable experience with traffic management at the local level, especially speed management, in Australia and New Zealand and many other countries. There has also been much research and reporting. This experience and research has been drawn on in preparing the Guide, and many local government bodies have contributed material and comments.

1.3 How to Use the Guide

The Guide is not intended to be read sequentially, but rather to be used as a reference.

The practitioner is advised to be aware of the principles outlined in Section 2, as a rationale and background for the planning process.

In Section 3, the practitioner should decide which elements of the LATM process are appropriate to the case in hand.

Assistance on the use of warrants for LATM schemes are offered in Section 4.

Information relating to community consultation and issues relating to duty of care and other legalities is given in Sections 5 and Section 6 respectively.

The selection and application of specific treatments are outlined in Section 7.

Basic guidance on the design of LATM treatments is given in Section 8 including details pertinent to different road user groups.

Throughout the Guide, reference is made to many documents, which are valuable sources of additional reading.

1.4 Defining LATM

Local area traffic management is concerned with the planning and management of the usage of road space within a local traffic area, often to modify streets and street networks which were originally designed in ways that are now no longer considered appropriate to the needs of residents and users of the local area. LATM can be seen as a tool of traffic calming at the local level (Brindle 1991; O'Brien & Brindle 1999 p. 259). It involves the use of physical devices, streetscaping treatments and other measures (including regulations and other non-physical measures) to influence vehicle operation, in order to create safer and more pleasant streets in local areas. It is consistent with approaches such as self-explaining streets and context-sensitive urban design.

[\[see Commentary 2\]](#)

For the purpose of distinguishing between LATM and other aspects of traffic management, a 'local (traffic) area' is an area containing only local access streets and collector roads, and is usually bounded by arterial roads or other roads serving a significant road transportation function, or other physical barriers such as creeks, railways, reserves or impassable terrain.

[\[see Commentary 3\]](#)

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The first tentative modern programs of local traffic restraint were established in the UK and elsewhere in Europe in the late 1960s and early 1970s. These programs were based on the assumption that the 'problem' was caused by intruding non-local traffic exploiting highly-connective local street networks. By the end of the 1970s, various techniques for both network modification and speed management had gained widespread use in Europe and Australia, and were being promoted in the US. The term 'local area traffic management' was already being used in Australia to describe these actions. LATM is now widely applied in both Australia and New Zealand.

[\[see Commentary 4\]](#)

LATM is essentially system-based and area-wide. It considers neighbourhood traffic-related problems and their proposed solutions in the context of the local area or a group of streets within it, rather than only at isolated locations. In addition, it requires that physical traffic measures be seen as a sequence of interrelated devices rather than individual treatments. Much of the material in this Guide will assist practitioners in selecting and implementing single countermeasures at isolated sites, where there are localised problems needing spot treatment. Many street closures, channelisations, pedestrian crossings and small roundabouts, for example, are valid stand-alone treatments at problem locations. However, the installation of such isolated measures is not truly local area traffic management, and practitioners will need to be alert to their potential problems, and to reference the applicable guidance relating to the installation of traffic control devices in that context.

The following additional source material is recommended for reference on this topic: Main Roads WA (2013) and NZ Transport Agency (2013).

1.5 Why Consider LATM?

The primary target of LATM is **to change driver behaviour**, both directly by physical influence on vehicle operation, and indirectly by influencing the driver's perceptions of what is appropriate behaviour in that street. Part 8 should be considered in the context of road safety and the contribution that the Guide can make to the design of safer roads. The objective is to reduce traffic volumes and speeds in local streets to increase amenity, liveability, and improve safety and access for all road users.

[\[see Commentary 5\]](#)

The need for LATM usually arises from:

- an intent to reduce traffic-related problems
- orderly traffic planning and management
- a need to modify 'transport' behaviour
- a desire to improve the community space and sense of place
- a desire to improve environmental, economic and social outcomes
- traffic interventions associated with new development or the implementation of pedestrian and bicycle plans and other local policies (e.g. RTA 2002).

[\[see Commentary 6\]](#)

Traffic-related problems concern mainly:

- improved traffic safety and security, leading to programs for speed moderation and other changes in driver behaviour
- protection or improvement of local amenity focussing on appropriate allocation, design and use of street space, as well as driver behaviour.

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Orderly traffic planning and management involves:

- coping with the pressure of traffic growth
- the need to reduce impacts on urban life
- spill-over from traffic routes – restraints on 'rat-running'
- direction of traffic to the most appropriate routes.

Pedestrian and cycle planning involves:

- the creation of compact, mixed use, accessible centres around public transport stops
- the use of walking and cycling catchment mapping, accessibility zoning and integration of regional walking and cycling networks.

Improvement of environmental and social outcomes includes:

- meeting targets in policy areas such as greenhouse gas, air quality, health and social capital.

Proactive traffic interventions include:

- providing for traffic associated with new development and changing land uses, to minimise impacts on nearby areas
- minimising the use of LATM devices in new development areas by ensuring local streets are designed properly so as to encourage low speed environments
- creating conditions for safe and comfortable cycling and walking.

1.6 Providing for a Safe System

Adopting a Safe System approach to road safety recognises that humans, as road users, are fallible and will continue to make mistakes, and that the community should not penalise people with death or serious injury when they do make mistakes. In a Safe System, therefore, roads (and vehicles) should be designed to reduce the incidence and severity of crashes when they inevitably occur.

The Safe System approach requires, in part (Australian Transport Council 2011):

- designing, constructing and maintaining a road system (roads, vehicles and operating requirements) so that forces on the human body generated in crashes are generally less than those resulting in fatal or debilitating injury
- improving roads and roadsides to reduce the risk of crashes and minimise harm: measures for higher-speed roads include dividing traffic, designing 'forgiving' roadsides, and providing clear driver guidance. In areas with large numbers of vulnerable road users or substantial collision risk, speed management supplemented by road and roadside treatments is a key strategy for limiting crashes
- managing speeds, taking into account the risks on different parts of the road system.

Safer road user behaviour, safer speeds, safer roads and safer vehicles are the four key pillars of a Safe System. In relation to speed, the Australian Transport Council (2011) reported that the chances of surviving a crash decrease markedly above certain speeds, depending on the type of crash, namely:

- pedestrian struck by vehicle: 20 to 30 km/h
- motorcyclist struck by vehicle (or falling off): 20 to 30 km/h
- side impact vehicle striking a pole or tree: 30 to 40 km/h
- side impact vehicle-to-vehicle crash: 50 km/h
- head-on vehicle-to-vehicle (equal mass) crash: 70 km/h.

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These speeds are indicative and recent research suggests that lower impact speed thresholds apply in the context of both fatal and serious injuries. Austroads (2015a) suggests a non-severe injury threshold of around 20 km/h for vulnerable road users, and 30 km/h in vehicle-to-vehicle crashes. Safe System focussed LATM design should be conscious of these speed thresholds.

In the context of LATM, all four pillars of a Safe System apply and should be central to the design of any LATM scheme.

The following additional source material is recommended for reference on this topic: Austroads (2013b) and Austroads (2015a).

1.7 Local Government Focus

Since LATM, by its nature, involves actions on local street networks, local government around the world has been the principal motivator and implementer of these actions.

To varying degrees, state and national authorities have an interest in policy, standards and the specialist skills and resources that are involved (e.g. as the bodies responsible for road safety). There may be legal and procedural requirements that call on state or national government involvement. However, the primary responsibility for determining the need for action and the nature of the LATM response lies with local government. Therefore, elected representatives and staff in local government need to be familiar with the benefits and techniques of LATM, and involve the community in planning LATM to reduce the impacts of traffic on communities.

1.8 Effectiveness of LATM

The speed-reducing effects of LATM have proven to be variable, reflecting the nature and quality of the installations. The improvement in safety – the primary goal of speed management – has been consistent, if difficult to verify and scale. While the level of reporting and rigorous analysis of LATM effectiveness in Australia and New Zealand in recent years has not been great, a large body of practitioner experience has been built up. This may not constitute an evidence base for the precise effects of individual schemes, but it does provide a convincing knowledge base for LATM in general. Section 3.3.2 and Commentary 14 show how knowledge of the speed effects of specific devices can be used to simulate changes in the speed character of a street.

[\[see Commentary 14\]](#)

Brindle and Morrissey (1998), from a review of LATM practice and experience in Australia, reported that LATM had generally resulted in crash reductions – typically by up to 50% – but treatment selection may need to be better targeted, especially if a specific safety concern has been identified. In addition, the community generally perceived LATM as being effective in reducing crashes.

Other conclusions were:

- Speeds were generally reduced substantially. The numbers of vehicles exceeding 60 km/h were greatly reduced.
- Community perception of the effectiveness of LATM in reducing speeds varied between residents, drivers, and the wider community; around 60% of the public believed that LATM was effective in reducing speeds.
- LATM can be compatible with bicycle use if properly designed.
- Roundabouts were perceived by practitioners to be an effective and most acceptable device.
- Vertical devices were considered to be more effective in speed control and crash reduction than horizontal devices and, despite their lower popularity in the community, appeared to be more acceptable than might have been assumed.

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LATM/traffic calming has consistently demonstrated safety and speed reduction benefits in many countries, many under speed limits of 50 km/h and lower, and has not resulted in crash displacement to other parts of the network (e.g. Bulpitt 1995; Chua & Fisher 1991; Engel & Thomsen 1992; Webster 1993; Webster & Mackie 1996; Zein et al. 1997). In none of the 43 international studies reviewed by Geddes et al. (1997) was there an increase in collisions after the treatments were installed.

More recent attempts to establish scientific cause-and-effect between LATM and its claimed outcomes have been hampered by the difficulties in meeting the demands of experimental design. Indications from public health and epidemiology literature are, however, supportive. Retting, Ferguson and McCartt (2003), for example, concluded that a range of changes to the physical environment 'can substantially reduce the risk of pedestrian-vehicle crashes'. However, while the speed reduction effects of traffic calming and reductions in consequent vehicle crash rates are evident, translation into a reduction of pedestrian risk was less clear.

In a study of the secondary health effects of LATM, Morrison, Thomson and Petticrew (2004) observed:

There were increases in observed pedestrian activity in the area after the introduction of the traffic calming scheme. Physical health improved significantly but mental health did not change.

They concluded that 'the introduction of a traffic calming scheme is associated with improvements in health and health related behaviours. It is feasible to prospectively evaluate broader health impacts of similar transport interventions although poor response rates may limit the validity of results'.

As noted elsewhere in this Guide, however, LATM is rarely totally welcomed by all sectors of the community, and there may be downsides after the installation of treatments. Factors diminishing the positive achievements of LATM that were identified by the Parliamentary Travelsafe Committee Queensland (1994) will be familiar to most practitioners:

- In trying to redress the imbalance between drivers and other road users, rarely will both groups feel they have gained.
- LATM often does not target the specific safety risks in local streets, and may introduce new types of crashes (even if they tend to be less serious).
- LATM schemes are sometimes implemented in an uncoordinated, unplanned or piecemeal manner.
- It is difficult to classify and deal with those streets which have both a traffic carrying and community function.

The solution to these issues lies largely in making sure that a proper planning process as described in the Guide is followed. In summary, a competent LATM scheme can be expected to lower vehicle speeds and reduce the likelihood of crashes in the neighbourhood, and produce net gains to the community (Shaw 2002).

A new growing trend in LATM is known as psychological traffic calming, including 'naked streets', 'self-explaining streets', 'context sensitive design' and 'shared space' zones. There is a need to recognise that traffic environments vary from street to street. Experiments in the Netherlands have shown that stripping-out kerbs, pedestrian barriers, traffic lights and road signs in selected areas increases uncertainty, and helps drivers to slow down to negotiate the area, to engage eye contact with each other and become more aware of their surroundings rather than simply motoring on through. Not all locations are appropriate to become 'shared spaces' or 'naked streets' and a useful starting point is to establish that the location is balanced with respect to its movement function and its sense of place. A sense of place encompasses a number of elements, most notably a streets local distinctiveness, visual quality, and propensity to encourage social activity.

As another example of this phenomena, roundabouts are now thought to be more effective than traffic lights, as drivers, pedestrians and cyclists are all forced to look around and pay more attention, instead of simply obeying a signal to stop or go.

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The following additional source material is recommended for reference on this topic: Department of Transport UK (2007) and Kennedy et al. (2005).

1.9 The Future of LATM

Vehicle technologies are rapidly advancing. Driver-assist technologies such as anti-lock braking systems (ABS), electronic stability control (ESC) and adaptive cruise control (ACC) are widely integrated into the existing vehicle fleet. Additional driver-assist technologies such as lane centring and keeping, stop-start control, parking assist and full highway piloting are in the process of being introduced to the fleet over the next few years with full automation of some vehicles likely within the decade. The IEEE (2012) predicts 75% of vehicles will be fully automated by 2040.

As vehicles become more automated they will include intelligent speed controls as well as connectivity and locational awareness, and become safer to operate. While some crashes may still occur, the likelihood is that local road networks will become safer places and the objectives of LATM will change. Consequently the number, types and design applications of LATM devices will differ from those currently in common practice.

While it will take time for this change to happen, and we will have a mixed fleet at different levels of automation for many years, potentially generations, LATM practice does need to be responsive to these changing environmental factors so it remains relevant and useful to communities.

2. The LATM Planning Process

In both existing and proposed local networks, there are three broad planning aspects to LATM (as distinct from specific infrastructure aspects or details):

- local traffic as a planning rather than just an engineering issue
- the need to see neighbourhoods as systems that are part of a wider network
- the need to follow a systematic planning process when designing or especially redesigning a locality.

Often, the selection, placement, and design of LATM devices is arbitrary and responds more to local pressures and practical constraints than to orderly traffic planning. In order to clearly link proposed actions to the issues they purport to deal with, a suitable process or framework for making planning decisions about LATM first needs to be established.

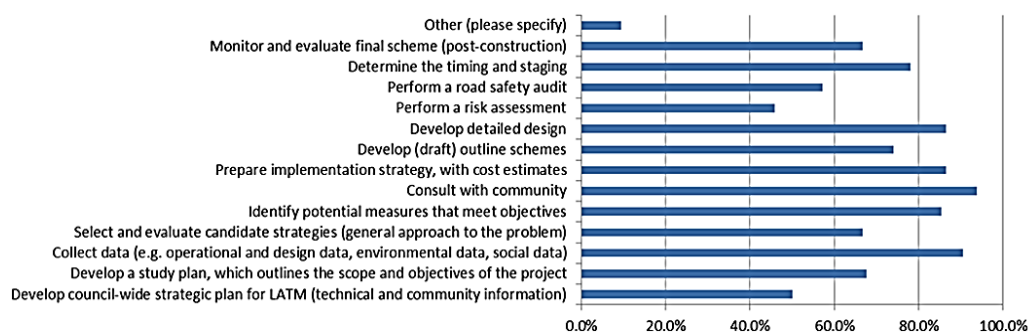
[\[see Commentary 7 and Commentary 8\]](#)

2.1 A Systematic and Comprehensive Approach

This Guide is based on the principle that all LATM programs, large or small, need to follow a systematic and comprehensive process **that is appropriate to the scale of the issues to be resolved**. Even small LATM schemes can be relatively expensive and have complex local consequences, requiring some form of rational process that identifies the issues to be resolved and develops physical or management responses to them. Damen and Ralston (2015) presents the frequency with which respondents use different processes within their LATM approach (Figure 2.1).

Councils and their practitioners have to judge the extent to which the various steps and methods in the LATM process, as described in the Guide, apply to a particular case. Nevertheless, the essential elements hold true, whatever the scale of the issue: a **systematic and (appropriately) comprehensive approach** is required, and a **strategic decision-making process** provides a framework for such an approach.

Figure 2.1: Different LATM processes used by local government



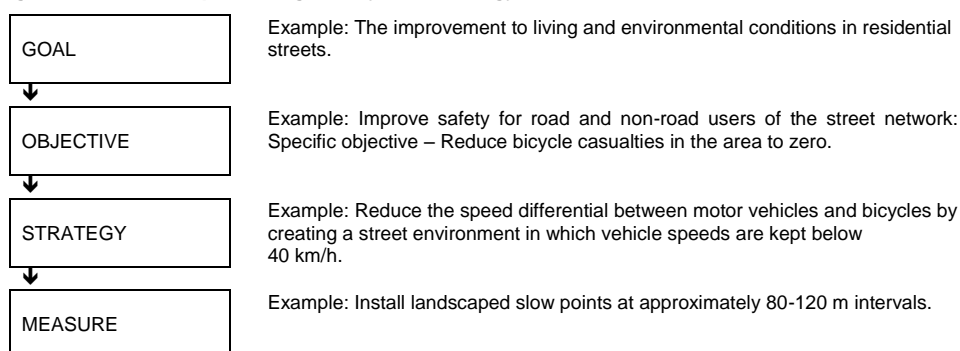
Source: Damen and Ralston (2015).

A useful way to ensure consistent, logical and effective planning for LATM at any level is to adopt a **strategic decision-making** approach.

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In essence, the strategic decision-making approach forces attention to be focused on the desired outcomes to be achieved, and the effectiveness of the adopted actions towards that end. This is especially important in neighbourhood and road corridor traffic calming – particularly with the selection and placement of devices. Actions are grouped into strategies (broad approaches to the objectives) and measures (the specific techniques used to implement the strategies). An example is shown in simple form in Figure 2.2.

Figure 2.2: An example of the goal–objective–strategy–measure chain



The strategic approach to LATM requires that the presumed causal links between action and outcome ('Why adopt action x? In order to achieve outcome y') be clearly established. For example, if there was no established connection between speed reduction and crash reduction, then the adoption of speed reduction as an objective towards crash reduction would be questionable. So **performance measurement** or anticipation of performance from practice and experience elsewhere in the case of project planning, is a vital part of planning for LATM schemes. This continuous background checking of the links between each stage in the process of project development can be called **validation**. It requires the practitioner to keep up-to-date about the performance and effects of the alternative LATM measures.

Validation in reverse turns the 'why?' question into an 'if...then' statement which assists the strategic decision-making process: 'If you want to achieve x, **then** consider doing y (and/or z)'. If it has the technical information that validates the links between various strategies, objectives and desired outcomes, the local authority can proceed more confidently. This simple concept forms the basis of a consistent framework for selection of strategies and installation design, and allows the practitioner and decision-maker to make informed judgements about the many LATM options available to them.

The LATM process is often complex because of the many interactions that are triggered when traffic management schemes are introduced. Both direct and secondary impacts need to be considered, together with community reactions to proposals. By providing a systematic and comprehensive planning approach to this analysis, LATM allows these factors to be adequately accounted for when a decision on a particular scheme is made.

As early as the mid-1980s, it was known that shortcomings in the planning and execution of the LATM scheme could lead to disappointing outcomes (Brindle 1984b). Some rules of thumb have emerged, as a checklist for the practitioner:

- Follow a systematic planning process.
- Base the plan and subsequent actions on identified problems (existing or future).
- Recognise the underlying existing or latent traffic and network-related problems (e.g. crash potential or social response to traffic intrusion).
- See the preparation and implementation of the traffic plan as more than engineering tasks; fully utilise available planning, urban design and social investigation skills.
- Define realistic objectives that relate specifically to the identified problems or policy outcomes.

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- Specify and consider alternative strategies (or general approaches) which could each satisfy the objectives; except in simple cases, have a number of workable 'solutions' for consideration.
- View the proposed treatment from the perspective of **all** road users.
- Choose effective strategies (for example, the objective of reducing speed may not be satisfied by the strategy of excluding non-local traffic).
- Choose specific measures wisely; avoid those that are likely to be ineffective or controversial, or both, if possible.
- Prepare and implement trial or demonstration programs adequately; avoid them if possible.
- Monitor outcomes and impacts, so that assessment against the objectives can be carried out.

Failure to follow a systematic process, and adequately carry through the steps in it, can result in such negative outcomes for LATM as:

- failure to meet the safety, traffic pattern, or street amenity objectives
- creation of new traffic problems
- incompatibility with other local policies and programs
- rejection by the community.

The following material and the processes in Section 3 provide details that may or may not be needed in a given case. The practitioner should make a conscious judgement about what is the appropriate level of detail required to implement the above essential steps and principles in each situation. However, the following steps and principles will always be advisable:

- identify the real problem
- quantify the problem as far as you can
- conduct the study (and, if appropriate, apply the measures) on an area-wide basis
- be careful about restricting or changing access and circulation patterns in an area
- do not rely on enforcement (corollary: use self-enforcing measures)
- facilitate, and certainly do not impede or endanger, non-motorised movement
- provide adequately for emergency and utility services
- monitor and follow-up.

The following additional source material is recommended for reference on this topic: Austroads (2009a); Brindle (1996: Chapter 14); O'Brien and Brindle (1999: pp. 265-266); RTA (2000); Transportation Association of Canada (1998: Section 1.6).

2.2 Understanding the Functions of a Local Street

Local streets serve many functions, some of which conflict. These functions can be classified into two broad groups:

- movement (access, mobility and service) functions including parking
- amenity and social functions associated with the use and enjoyment of the streetspace and the land abutting the street, often referred to as its sense of place.

For an LATM program to be successful, the practitioner must be aware of these functions, know how they are defined and measured, and how they interact, and specifically how to resolve the conflict between the movement and amenity functions.

Access, mobility and service functions relate primarily to **movement** and include:

- vehicular access to properties and distribution of traffic between properties and the major road system. Vehicular movement includes emergency vehicles, essential services and public transport services
- pedestrian and cyclist movement, which is often endangered and inconvenienced by other traffic
- parking and loading/unloading of goods.

The essential principle of LATM is that not all elements in the road network serve predominantly a transport function.

In traffic hierarchy terms, local streets serve primarily a 'terminal' function, allowing vehicles to reach individual places within the locality. On such streets, it is recognised that the needs of moving traffic are not more important than the needs of other users and functions in the street, and are often subservient to these other functions. Driver expectations about speed and levels of service should be modified accordingly.

Today, there is a widespread recognition of the multi-purpose nature of urban streets and the need for a holistic approach to their design and management. In fact 'streets as multi-functional places' has been an underpinning principle for LATM since its earliest days in Australia and New Zealand (Australian Road Research Group 1976). Local streets today are not necessarily just residential in nature and may house many different land uses including those relating to commercial, service industry and community activity, and the range of car, public transport and non-vehicular travel that they generate. Local streets may be in town and city centres and other activity zones in addition to normal suburban residential streets.

Amenity functions are related to the street as a **place** where people live, work, recreate or go about their daily business. In this context the street may function as:

- a part of the living and working environment, which may contribute to (or restrict) the pleasant use of adjacent land and buildings
- common ground for children (specifically the verge or nature strip, though play often spills over onto the street itself in quiet residential areas)
- a place for social interaction between neighbours
- a place where people work or access their work
- a place for leisure and recreational activities such as strolling or jogging or cycling
- an extension of residents' private yards, used for parking, cleaning or working on a vehicle
- an opportunity to visually enhance the environment by streetscaping
- open space to give residents a feeling of privacy and separation.

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The place function of a street can be regarded as what distinguishes it from a road, which primarily has a traffic carrying function. A 'sense of place' is fundamental to a richer and more fulfilling environment. It comes largely from creating a strong relationship between the street and the buildings and spaces that frame it. A sense of place encompasses aspects such as local distinctiveness, visual quality, and propensity to encourage social activity (Department for Transport 2007).

Streets also accommodate public service utilities which follow the road reserve, and usually also serve an important drainage function.

[\[see Commentary 9\]](#)

As international attempts to improve local street safety increased in the 1970s, it became apparent that there were very few opportunities to separate moving traffic from other road users in active urban spaces, and so it became necessary to explore ways to deal with the impacts of traffic on other activities in the street and on adjacent land uses in the typical case where the streetspace is shared (OECD 1979). The creation of an 'environment of care' in which pedestrian, cycle and vehicular movement in local areas can be amenably integrated, rather than segregated, was stated as being the fundamental rationale of LATM more than 30 years ago (Brindle 1979, 1984a). The nature of the degree of slowing or separation will depend on the anticipated or intended speed environment of the street.

[\[see Commentary 10\]](#)

Lower speed limits in neighbourhoods are now common. The creation of a general speed limit in Australia of 50 km/h in local areas more than a decade ago, and the introduction of even lower speed limits in some local precincts in both Australia and New Zealand, along with many street treatments that have been installed in parallel, have had the effect of reducing speeds in local streets, and encouraging drivers to be more speed conscious. In addition, the *Australian Road Rules* and various state Traffic Acts make provision for 'shared zones', in which care for non-motorised users of the street space is reflected in lower posted speed limits (usually 10 km/h) and the requirement that drivers must give way to pedestrians. Practitioners are advised to determine the extent to which the *Australian Road Rules* apply in their jurisdiction. In NZ, road rules are consistent throughout the country.

A specific outcome of actions to create a new street environment is the creation of conditions that are compatible with the introduction of lower speed limits.

The use of lower speed limits by themselves, instead of physically modifying the environment of the street to slow traffic down, frequently leads to community concerns and traffic discussions. The hope is that lower speed limits will create lower speeds. However, extensive research and experience around the world has shown that lower speed limits on their own have at best only a marginal effect on speeds. The conclusion is that, while lower speed limits provide a rationale and legitimacy for speed control devices, speed reduction measures such as common LATM devices or other treatments like streetscaping and active roadsides, are usually necessary in order to reduce the speed environment and make the lower speed limit effective. This is a basic premise of self-explaining streets. In this interplay between speed limit and street character, the speed control devices must usually first be shown to be part of the new street environment so that conditions for the lower speed limit are matched.

The specification of a general speed limit of 50 km/h in local areas has created an implicit distinction between most local streets and arterial roads, which remain at 60 km/h or higher. This presents an opportunity for practitioners to treat local streets in a different way to higher order roads that is more consistent with the role and function of a local street.

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The appropriate treatment of locally-important streets (collectors and/or local distributors) should also be different to both local access streets and arterial roads. There is good justification to reduce the speed environment on these locally important streets also down below 60 km/h, noting the speed thresholds of a Safe System are lower than that. Whereas a series of 15 km/h slow points may be entirely appropriate on a local access street, where the target speed environment may be 30 km/h, it is unlikely to be safe or effective on a local distributor, where the target speed may be higher, say 50 km/h. In this case, a different treatment, such as the use of 35 km/h roundabouts, may be more consistent with the role of the street in the functional classification, and the level of service needed for the different types of users it services.

Road user behaviour is very much influenced by the physical and social nature of the street environment, as well as by the formal traffic control measures that are in place. Both the street environment and traffic control need to be in tune with each other, and compatible with the desired character of the street.

If a street looks like a traffic route on which vehicles can travel at higher speed without impediment, then that is what drivers will expect to be able to do. Speed control and other measures will be harder to explain and implement in such streets. A higher level of signs and driver guidance will usually be necessary. Conversely, LATM and street redesign treatments that are in harmony with the street environment, as is the case with self-explaining streets, should not need excessive signs for the driver to perceive them and know what to do. In fact, if done correctly, naked street and equivalent shared space schemes can be implemented without any signs and linemarking. As a rule of thumb, if it is felt necessary to apply more than minimal routine signs and warnings at a specific device, then a check should be applied to make sure that the device is consistent with the prevailing street and traffic environment (AS 1742.13 – 2009).

This is why many LATM treatments fall short of their purpose. Individual devices that aim to create a lower-speed traffic environment in a street whose physical nature is giving contrary messages to road users will be perceived by the public as being inappropriate, and the speed outcomes are likely to be disappointing.

For this reason, the LATM treatments that are chosen should be consistent with the character of the street as a whole. This can come about in one of two ways:

- Treatments *support the existing image* of the street and inhibit road user behaviour that is not compatible with that street character.
- Treatments are carefully selected, located and designed to *alter road user perception* of what is appropriate behaviour in the street, as in the philosophy of self-explaining streets.

The second of these involves changing the driver's perception of the street environment, and can occur in different ways:

- The treatment might involve substantial redesign and reconstruction of the streetspace along the full length of the street, in which traffic control features may be incorporated as an integral component.
- The individual devices (i.e. engineering treatments) are selected, located and designed so that they interact to create a desired speed profile along the street, rather than encourage severe decelerations and accelerations along the street.

The following additional source material is recommended for reference on this topic: Brindle (1996: Chapter 2); OECD (1979), RTA (2000: Sections 1.2.3–1.4.3 and 2.1.3), Department of Transport (2007) and the Chartered Institution of Highways and Transportation (2010).

2.3 Identifying the Causes of Traffic-related Problems

Identifying the root causes of traffic problems in neighbourhoods can often provide pointers to appropriate solutions. In broad terms, problems usually arise because of the quantity of traffic, its speed, or other characteristics of the network that lead directly to higher crash rates and reduced amenity. These in turn are created, at least in part, by the planning and design features of the local network.

[\[see Commentary 11\]](#)

In summary, inspection of the causes of traffic problems over the past 30 years or so in Australia and New Zealand has led to the following guidelines for local planning and minor street network management.

To reduce vehicle speeds:

- Shorten forward sightlines and enclose the driver's field of vision, by tree planting and other means.
- Keep street section lengths (i.e. between slow or near-stop conditions) below 200–250 m.
- Reduce the available street width and/or introduce deflections in the vehicle path, while maintaining the margin of safety.
- Ensure that there is a traffic route within 400–500 m of each local street.

To minimise traffic levels and intruding traffic in a local street:

- Maintain the level of traffic service on adjacent arterials to reduce rat-running.
- Increase the lengths (time and distance) of paths through the local street network to reduce their connectivity between points on the arterial road network.
- Direct local traffic onto those streets most able to accommodate it. Neighbourhoods with high internal connectivity (that is, grid-based systems showing network redundancy with many alternative and direct paths for trips within the local area) may actually increase the average exposure to traffic for each household.
- Provide closer spacing of traffic routes at network planning and subdivision approval stages, including the provision of supplementary traffic routes within large subdivisions. This will avoid the creation of large districts with high levels of internal traffic, and the misuse of local streets as substitutes for missing links in the traffic route network.
- Consider traffic impacts at the land-use approval stage. Traffic generators should be carefully located so that they do not create additional pressure on the local network. Changes to the local street system, LATM provisions, and the provision of other modes such as cycling and walking and other travel demand measures might be considered as conditions for planning approval.

To minimise crash risk (in addition to the above):

- Limit the number of local street intersections and junctions. Within reason, fewer intersections mean fewer crashes.
- Limit the number of cross-intersections, and include roundabouts or other passive controls where cross-intersections are unavoidable. Note that stop or give-way signs may improve cross-intersection safety but still have higher risk.
- Limit the number of major-minor road connections.
- Minimise the percentage of dwellings with their frontage to connective roads.
- Protect or manage parking on distributor roads and other connective streets.
- Minimise or manage conflict points between bicycle or pedestrian movement and motor vehicles.
- Make sure that sight lines and sight distances are adequate for likely vehicle speeds.
- Provide an adequate carriageway (width etc.) for vehicle manoeuvring.

2.4 Network Considerations

2.4.1 Road Function and Traffic Hierarchy

Although the legal classification of a road may influence the administrative and financial responsibilities that apply to it, including the processes for approvals, it is the functional classification of a road, or its place in the traffic hierarchy and in relation to local non-traffic activity, which is most important in LATM. In essence, the functional classification indicates the relative importance of the traffic mobility function and the amenity/access functions of streets and roads.

The conduct of an LATM scheme presupposes that there is a community agreement on at least one fundamental point: that the streets in which these actions are proposed are different in nature and purpose from other roads where traffic is expected to pass without such constraints. While there may be broader categorisation and consistency of approach such as used in the New Zealand 'One Network' classification (NZ Transport Agency 2013), LATM programs require the identification of a road hierarchy comprising of at least two basic categories, using the definitions of street environments (corridor types) adopted in *Sharing the Main Street* (RTA 2000, p. 8):

- those elements that exist to carry traffic reasonably efficiently, on which severe traffic restraint is inappropriate and frontage activities must be subordinate to the traffic function (i.e. Type I corridors or traffic routes)
- those elements on which living and environmental conditions predominate, and on which physical speed management may be considered (i.e. Type II and III corridors, such as main streets and local streets).

Road classification studies in consultation with the community and the state authorities should readily be able to allocate most roads into one category or another, in which process the functional needs of important traffic routes can be agreed. This should prove to be easier than trying to obtain accord on a more detailed and far-reaching road-hierarchy plan over a whole municipality or region. However, specific local studies will be needed to identify the types of treatments that are appropriate to a given street's characteristics and local functions, and to deal with that difficult group of 'intermediate' streets which do not fall readily into the arterial or local categories.

It is important that the adopted road and street types be consistent with state road and traffic authority functional designations (e.g. a local scheme should not unilaterally designate a recognised road as a local street for the purposes of LATM), and that there be consistency in the designation of roads that cross between areas or municipalities. In New Zealand, the One Network road classification should be used to determine the function, status and level of service performance measures of a road (NZ Transport Agency 2013).

It would be expected that streets already allocated speed limits below the general urban limit would rationally be readily accepted as streets on which LATM may also be appropriate. There is mutuality between LATM and lower speed limits; lower speed limits give credibility to LATM measures, and LATM measures support lower speed limits. However, it cannot be assumed that LATM is **not** appropriate on some roads and streets with higher speed environments. For various reasons, many streets have retained higher speed limits, and these streets may require close inspection before it can be decided what, if any, LATM measures (including speed limit reductions) may be appropriate on them to ensure a Safe System. Given that these streets, which tend to be the more important local streets, usually suffer the worst safety, speed and amenity problems, they present the greatest challenge to a local road controlling authority contemplating LATM. Some streets of this type serve linear retail and other pedestrian activity centres, and can be dealt with as Type II corridors (Section 2.4.2). Others function as general urban roads, without any particular pedestrian concentrations but nevertheless may have sensitive abutting land uses with which higher speeds are not compatible. The potential for forms of traffic management that do not significantly degrade the traffic functionality of such roads became clear during the 1990s (e.g. Van den Dool & McKeown 1991), pointing the way for various types of intervention to reduce the conflict between traffic and land activity on such roads. These treatments are seen properly as sub-arterial traffic management rather than LATM.

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The following additional source material is recommended for reference on this topic: Brindle (1996: Chapter 6); Main Roads WA (1990: Appendix F); Pak-Poy and Kneebone (1987: Chapter 8); RTA (2000); NZ Transport Agency (2013).

2.4.2 A Note about Type II Corridors

Traffic calming action may also be directed towards creating moderated speed conditions along traffic routes passing through various types and intensities of community activities (e.g. strip retail centres, and roads through small country towns and villages), which have been termed main streets, sub-arterials or 'Type II corridors'. Actions on these sorts of roads are covered by other parts of this Guide series, and there are also other sources of information that can be consulted for guidance (e.g. Austroads 1998a, b; RTA 2000; Austroads 2015c; NZ Transport Agency 2013).

Rather than let the road classification drive traffic management actions in these cases, and to overcome the problem artificially created by slavish adherence to hierarchical definitions, traffic planners have explored ways to reconcile traffic importance with local sensitivities and requirements. This implies using a network operations planning approach and either re-defining the relative importance of the road's traffic and non-traffic functions (i.e. change its functional classification) or accepting that sometimes traffic routes will have lower traffic speeds reinforced by some form of physical traffic control. Clearly, a conventional approach to road classification would inhibit such a proposal. Traffic calming on traffic routes thus is being introduced via two generalised strategies:

- The adoption of a road-type definition that recognises a lower-order form of traffic route on which the traffic function (particularly speed) is restrained.
- Varying the physical form of traffic routes along their length to reflect the adjacent land use and level of conflict; (for example, a road may be managed to provide a good level of service along most of its length, but through a retail precinct it may have its traffic function lowered to allow some priority to parking and pedestrian movements).

Further information on traffic calming on Type II corridors is contained in the *Guide to Traffic Management Part 5* and the *Guide to Traffic Management Part 7*.

The following additional source material is recommended for reference on this topic: Austroads (1998a, Part C-5); PIARC (1991); RTA (2000).

2.4.3 Effects of LATM on the Arterial Network

When LATM schemes are likely to involve the removal of through traffic from local streets, their external effects, especially on the adjacent arterial roads, must be assessed. The need for, and techniques of, such impact analyses are similar to those which arise when a significant traffic-generating site development is being considered.

Larger LATM schemes can have a number of effects that may affect the operation of surrounding arterial roads, such as:

- displacement of through traffic onto the arterial system
- diversion of some local journeys onto the arterial system
- removal or constraining of detours through the local network in case of emergency
- queuing and/or slowing of traffic turning from the arterial into narrowed or otherwise constrained entries.

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Where traffic intrusion into local areas is relatively small, or where there is spare capacity on the arterial roads, the effects on arterial road level of service may be insignificant. Where existing traffic intrusion is high, or where there is limited spare capacity on the arterial roads, then it is usually necessary to achieve a compromise between local interests and the mobility objectives of the wider community, particularly the commercial sector. In response to this challenge, new network operations planning approaches have been devised, which allow whole of network assessments to be undertaken to understand the impact of a LATM treatment on users on other parts of the network for different modes, by day or week and by time of day (Austroads 2015b).

Likely interruptions to arterial road traffic caused by slow turns at entries to local areas can be analysed in this way by conventional traffic engineering methods. Street entries with slow-speed turns (resulting from raised crossings, narrowed entries and so on) can be assessed in a similar way to driveways. Slower-speed entries from arterials carrying traffic above 60 km/h may warrant the provision of a deceleration or turning lane, or other access management treatment (Austroads 2000).

The need for alternative emergency routes should be assessed on a case-by-case basis, remembering that convenient detour routes that bypass points of congestion on the arterial system will tend to be used regularly by through traffic.

If possible, capacity and flow improvements can be made to the arterial roads (especially their intersections) to accommodate shifts in traffic from local areas. However, insufficient arterial road space to meet the total traffic demand should not necessarily prevent the introduction of LATM schemes. It has long been an underlying principle of LATM that local streets should only be available for the terminal ends of journeys and for local circulation, and not be regarded as part of the regional urban transport network. From the beginnings of traffic calming in Australia and New Zealand, congestion on the arterial system was not seen by local government as a reason to tolerate unacceptable local traffic conditions or to oppose measures to relieve that local traffic (e.g. Loder & Bayly 1974: Section 3.11).

The following additional sources are recommended for reference on this topic: Stover and Koepke (2002); Wisdom and Henson (1996).

2.4.4 Estimating Changes in Traffic Patterns

Driver route choice in local networks is affected by (among other things) the availability of links (paths) and what might be termed their 'impedance' or connectivity. Connectivity is a function of the distance and time (speed/delay) of a chosen path relative to other paths, and other aspects of attractiveness to the driver such as number of stops, speed control devices, sense of movement without restraint and other factors. In networks with multiple choices of path, i.e. internally connective networks, changes in any of these characteristics will lead to some degree of traffic redistribution within the network. In addition, successful deterrence of through traffic and sometimes even the re-routing of locally generated trips will mean that traffic is displaced onto the surrounding arterial road system.

Anticipating traffic effects on the arterial network and the shifts in traffic exposure within the local network, and the various responses these may bring, both require some form of traffic analysis. It may be useful to conduct arterial road traffic management studies or network wide operations planning before or in conjunction with LATM studies.

Techniques may range from simple judgements about traffic changes, based on knowledge of the quantity of divertible traffic, through to micro-network computer modelling and simulation. Network effects, including diversion of traffic to nearby local streets and effects on arterials, should always be considered by one means or the other. The practitioner will need to judge whether or not the scale of the proposed changes, and the accuracy required by the decision makers, justify intensive analytical effort.

2.4.5 Acceptable Degrees of Change

LATM schemes can lead to increases in travel times and sometimes travel distances for locally generated trips, and may cause traffic increases on some streets. What are and what are not tolerable increases in these parameters in a particular case will emerge in consultation with land owners and residents, but some guidance is available to help scope alternative schemes as they are developed.

Travel time

Travel times within the local network may increase as a result of increased travel distances, reduced speeds and the number of delay points. The sensitivity of driver response to these changes in travel time is difficult to estimate and plan for, primarily because:

- drivers are not typically aware of what is the 'normal' travel time in the local network, and would probably not register small changes in travel time as such
- driver response is probably based more on perception of increased travel time rather than the actual increase.

Providing the area to be treated is not too large, travel time increases will rarely be significant. For example, reduction of average travel speeds on a 500 m path through a local network from 50 to 30 km/h will add less than 30 seconds to the local segment of the trip. Estimated increases in travel times should form part of the public information program so that the community can make the judgement about whether or not the gains outweigh these small increases.

At least equally important is the need to keep the length of travel under constrained-speed conditions down to a reasonable level. A rule of thumb suggests that, as travel time under lower-speed conditions increases above one minute (e.g. 500 m at an average of 30 km/h), drivers will become increasingly frustrated and may attempt to drive at unsafe or unacceptable speeds. One minute should be ample for most journeys from a residence to the nearest point on the arterial network.

The special case of the effects of increased travel times on emergency response vehicles may be more significant. This issue is not unique to areas subject to LATM treatment, being also a matter to be considered in new housing areas designed according to the low-speed principles promoted by contemporary development codes and the various policies that derive from them. If adequate consideration has been given to the needs of larger and special vehicles, increases in response and access times for emergency vehicles should be able to be kept within acceptable limits (Section 8.13.1).

Estimated increases in bus travel times should be discussed with bus operators so that schedules can be adjusted accordingly, if necessary.

Traffic volumes

Traffic diversion may have positive or negative consequences. It would be regarded as an improvement if traffic were diverted to a higher-order road that was better able to handle it. However, it is generally regarded as unacceptable if traffic is diverted to a lower-order street or overloads neighbouring streets of similar order in the network. To complicate the task, residents may object to any appreciable increase in traffic in their street, no matter how inequitable the status quo may be for others.

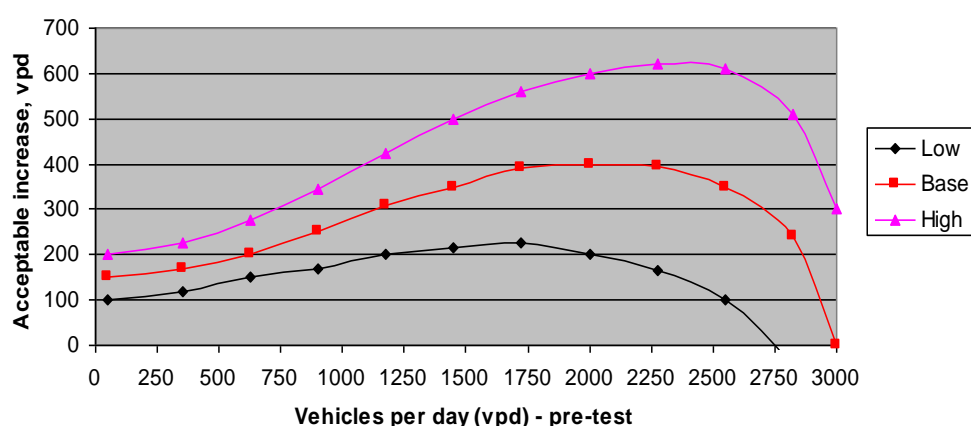
The matter of tolerable increases in the traffic a street may carry as a result of LATM in the area has not been thoroughly researched, and practitioners and local authorities will have to exercise judgement about appropriate thresholds for their community.

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An early rule of thumb was that increases of up to 100% on streets currently carrying fewer than 500 vpd and increases of up to 50% on streets carrying between 500 and 2000 vpd would generally not be regarded as significantly increasing traffic nuisance (Main Roads WA 1990, p. 92). Subsequent practice has suggested that the increases permitted by this rule of thumb (up to 1000 vpd) are likely to be readily perceived and unacceptable in most communities.

In Portland, Oregon, acceptable increases on non-project streets have been expressed in terms of an 'impact threshold curve' (Figure 2.3). The curve allows traffic increases of up to 150 vpd on the lowest-order streets, increasing to a maximum of 400 vpd on streets carrying about 2000 vpd. In addition, diverted traffic must not result in any street's traffic exceeding 3000 vpd (City of Portland 1992). Such thresholds are arbitrary and may be different in other communities, but the general concept is a useful model, which can be constructed to reflect policy in any community.

Figure 2.3: An example of thresholds for diverted traffic



Source: Adapted from City of Portland (1992) cited by Ewing (1999a, p. 160).

2.5 LATM can have Negative Effects

LATM has known potential negative effects, most of which can be avoided or minimised by the practices advocated in this Guide.

The negative effects of LATM could include the following (Christchurch City Council 2000):

- increased travel time for drivers and frustration for frontage owners (noise, signs, etc.)
- excessive acceleration and deceleration and associated noise
- possible discomfort for bus passengers and/or forced re-routing of buses to other streets
- effects on parking supply
- restricted access to properties adjacent to devices and perceived effects of the devices on the street appearance
- possible increased response times for emergency and service vehicles
- transfer of traffic from one street to another
- increase in delays at exits from the area
- additional cost burdens in terms of maintenance and enforcement.

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LATM may arouse local passions and create disagreements, for several reasons:

- The very local nature of the issues and remedies means that LATM is visible and immediate. Local streets are usually perceived as being extensions of the home environment, and traffic problems and changes may impact on a household's perception of the quality of its living space. People may therefore be sensitive to poorly-prepared plans and badly-managed implementation programs.
- In particular, they are likely to react negatively if a council attempts to undertake changes in a street environment without involving the local community in identifying the needs and exploring options.
- There are often those who perceive that they will be worse off if an LATM proposal proceeds. These will include those whose streets may experience an increase in traffic, traders who fear a loss of trade, householders adjacent to the site of a proposed device, those who resent 'preferential' treatment given to residents of another street, and providers of delivery services.
- The treatments themselves often have environmental side-effects, some of them unavoidable, which cause dissatisfaction to those directly affected, such as noise created by vehicles negotiating the devices. While such effects can be minimised by good design, there will be times when a choice has to be made between broader gains to the local community and minor disturbances to a few households. This can cause dissension and fracture good neighbourly relations (Taylor 1992).
- There may be opposition to the concept of local traffic protection in principle. While there is much greater understanding in the community about the purposes and benefits of LATM today than there used to be, there may still be objections from some quarters (often from outside the study area, but also from disaffected locals) about speed management and deterrence of through traffic.

The key to minimising controversies and dealing with them when they arise, and to developing a sense of community ownership of the outcomes, lies in the processes put in place for community participation (Section 5). The fear of controversy should not be allowed to dissuade a council from attending to real problems in its neighbourhoods.

Local environmental and amenity effects can be real, e.g.:

- Noise at devices may occur. Vertical devices can result in audible noise from suspensions etc. (Abbott et al. 1995). Even minor noise sources such as paving lips across the line of travel or raised pavement markers and rumble strips can cause disturbance, especially in the quiet of night. Detailing and assisting drivers to approach at correct speeds can help to alleviate this problem.
- Noise from accelerations and decelerations will occur. Tyre noise as well as gear and engine noise can increase. Location of devices to discourage a widely fluctuating speed profile down the street will minimise these effects.
- Noise and threats from inappropriate driver behaviour may be an issue. Deliberate abuse of speed control devices has occasionally been experienced, more especially in the early days of LATM and when devices are new. Persistent problems of this sort may call for short-term enforcement.
- Fuel consumption will increase marginally. Speed control measures result in an increase in fuel consumption, due to the sub-optimal speeds that are induced and the patterns of (sometimes aggressive) deceleration and acceleration that are encouraged (Zito & Taylor 1996). For most trips that extend outside the local area, this will be a small proportional effect. However, the local increase in consumption is measurable and corresponds to a local increase in emissions. Conditions conducive to steady speed behaviour will help to reduce this effect.

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As a result of these various factors, the community tends to tolerate rather than actively support LATM (Brindle & Morrissey 1998). Survey findings on LATM typically range from somewhat less than a half to a large majority favouring LATM programs, depending on local values and the nature of the schemes being proposed. General support in principle for LATM/traffic calming has, however, clearly increased at the professional and governmental level. Most state traffic bodies have some form of guidance and encouragement for LATM and/or local speed management programs. Once vocal opponents of LATM (see, for example, the stated position of the RACV reported in Brindle (1983, p. 11)), motoring organisations now encourage passive speed management in the form of well-designed LATM, presumably as an alternative to enforcement.

If local schemes are controversial, the problem may lie either in inadequate communication of the rationale and benefits of LATM in general, insufficient attention to good practice in device planning and design, excessive implementation periods, or the specific proposals are not properly matched to the perception of the local problem. If the problem perceived by the community does not match the real problem, a period of information and clarification may be needed.

The success or otherwise of an LATM scheme will depend largely on the accurate prediction of the likely effects of a proposed scheme, and the acceptability of those effects to the community. If sections of the community judge that the 'solution' is worse than the 'problem', they are likely to resist the proposals.

3. Steps in the LATM Process

This section takes the user through an outline of the LATM process and the key stages in that process. A checklist of tasks in each stage is outlined below (Table 3.1). The stages in Table 3.1 broadly correspond with the headings under which the material in this section of the Guide is organised.

3.1 Stage 1: Preparing for an LATM Study

3.1.1 Developing an LATM Strategic Plan for the Local Government Area

A community strategic plan

Just as traffic problems in local streets should not be dealt with in isolation from the community and network contexts in which they occur, LATM itself should properly be seen in the wider context of the things that the community seeks to maintain and achieve. The goals (or desired outcomes) of LATM should be consistent with the other goals of local land use and community planning. Council's LATM program will be facilitated if there is in place a broader strategic context which sets down visions and general processes for such things as:

- community values and goals
- amenity and environmental standards
- road safety targets
- development plans and standards
- level of service performance measures for the whole network
- integrated local transport commitments
- encouragement of walking and cycling.

These will help to set the goals for LATM and define the more broadly based assessment criteria that will help in the decision process. Conversely, LATM may well be seen as one of the instruments by which targets for such things as community road safety and integrated transport may be achieved.

A strategic plan for LATM

Councils will commonly find that there is more demand for LATM implementation than they have resources for and establishing priorities between competing precincts becomes necessary. Preparation of a forward plan for LATM investigation and implementation is one way to avoid 'knee jerk' responses to traffic management issues on a street-by-street basis. The purposes and general scope of such a plan are discussed by Hawley et al. (1993: part A7), which is recommended for guidance on this subject and is used to provide the following summary. The establishment of an LATM strategic plan for a local government area is related to the 'warrants and priorities' process in Section 4 and Commentary 16 and can use the same methods.

[\[see Commentary 16\]](#)

The broad purposes of a council-wide plan for LATM are to:

- establish a logical priority order for the development of LATM schemes based on the relative needs of each area and on council's budgetary constraints
- provide a vehicle and process to inform the community about LATM and the actions that council is taking in that regard.

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Thus, the LATM strategic plan has two main streams of activity: technical and community information.

Table 3.1: Checklist of tasks in each stage of the LATM process

Stage 1: Initiating an LATM program (Section 3.1)
<ul style="list-style-type: none"> • Decide that action is needed • Define study area, precincts and functional hierarchy of roads • Develop study plan, including type of treatments and study costs • Develop consultation strategy • Council decision • Prepare brief for consultant, if required
Stage 2: Data collection and problem identification (Section 3.2)
<ul style="list-style-type: none"> • Define and collect required data • Identify problems • Identify potential solutions • Define and confirm objectives
Stage 3: Development of plans (Section 3.3)
<ul style="list-style-type: none"> • Clarify suitable strategies (including confirmation of LATM as an appropriate response) • Develop outline schemes and supporting arterial improvements • Consult on draft plans • Assess and refine alternatives • Select, present to council for adoption
Stage 4: Scheme design (Section 3.4)
<ul style="list-style-type: none"> • Location and design of treatments • Consult with nearby owners/occupiers • Prepare contract documents
Stage 5: Implementation (Section 3.5)
<ul style="list-style-type: none"> • Confirm timing and staging • Conduct additional 'before' studies as required • Community information • Construct/install • Safety audit
Stage 6: Monitoring and review (Section 3.6)
<ul style="list-style-type: none"> • 'After' data collection, observation and reports • Identify unanticipated impacts or outcomes • Review technical and community assessment of scheme • Revise as needed and feasible • Record and report process and outcomes

Source: Based on MRWA (1990, p. 18).

The strategic plan provides a forward planning framework for council, which can:

- give an opportunity to coordinate traffic planning and engineering works with the projected council budgets and road maintenance programs, thus minimising the additional expenditure associated with LATM
- give a logical reason for a program of works in each part of the LGA
- assist in decreasing the pressures from local residents to undertake studies in each of their areas as soon as possible.

Note that the development of a council-wide LATM strategic plan does not necessarily mean that the implementation of LATM will then strictly follow a set sequence area by area. Hawley et al. (1993, p. A39), for example, cite a case where an experienced local authority decided to abandon the concept of LATM boundaries, instead opting to rely on a city-wide approach on a technical needs basis. The boundaries of each study would be determined according to the defined problem.

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3.1.2 Deciding that Action is Needed

Whether or not council has in place a strategy for sequencing LATM projects, the perceived need for action may arise in one of two ways: LATM may be proposed as either a **remedial** (reactive) or a **preventative** (proactive) measure, that is, either to deal with a problem that has become evident or to take action to avoid future deterioration in safety and amenity in a street or area.

The initiative for a remedial LATM study may come from the community, from specific staff reports or from routine monitoring of the local street system (Table 3.2). Proactive LATM is likely to arise from broader community goals concerning orderly planning and creating a quality living and working environment for the municipality, e.g. in the form of an LATM strategic plan.

Table 3.2: Sources of LATM initiatives

Reactive/remedial		Proactive/preventative
Objective	Council site investigations of 'problems' Council monitoring and assessment	Council planning action
Subjective	Community submissions, complaints	

Calls for action from the community may be based on social and environmental grounds, rather than overtly on operational and safety grounds. Complaints may only indicate the existence of a problem, but not necessarily its severity – the level of complaints in response to similar issues can vary between groups and areas in a community.

There are competing demands for limited funds, and action in all the local areas that make up a municipality will need to be sequenced. Council will therefore need to adopt, or preferably already have in place, a decision process for assessing and giving priorities to needs, whether they arise from community submissions or council's own processes.

Discussion on the use and nature of warrants and other aids for objective decision making is contained in Section 4 and Commentary 16.

The following additional source material is recommended for reference on this topic: Ewing (1999a: Chapter 8).

3.1.3 Outline of the Process

The classic stages of all planning exercises are:

- surveys: information gathering
- analysis: quantification of issues
- plan development
- implementation
- monitoring and assessment
- repetition of cycle as necessary.

Following this model, the essential stages of a comprehensive LATM planning process are shown diagrammatically in Figure 3.1, and are outlined in the form of a checklist (Table 3.1).

Figure 3.1: The basic planning process



Throughout the process, there should be continuous communication with, and input from, the community at large as well as specific interest groups, requiring the establishment of an appropriate information, consultation, and participation process (refer to Section 5).

The Austroads integrated planning publication *Cities for Tomorrow* outlines the steps by which this process can contribute to integrated planning, with a focus on improving traffic conditions so that pedestrian and local environmental needs are met (Austroads 1998a).

Various representations of the process can be constructed to help provide a checklist of the necessary activities and to accommodate different approaches to a systematic LATM process (e.g. Main Roads WA 1990, pp. 17–18; Pak-Poy & Kneebone 1987: Figure 6.1; Traffic Authority of NSW 1987: Section 7.2.4; Transportation Association of Canada 1998: Figure 1.1; VicRoads 1999a: Section 8.3). Additional source material on this topic can be found in Pak-Poy and Kneebone (1987: Part C).

The following sections provide more detail and resources for each of the steps.

From extensive practical experience, some councils have found their own ways to adapt the overall intentions of the LATM process to their own circumstances. Under typically constrained budgetary conditions, councils may find that the application of even the most stringent level of warrant or prioritising criteria more than absorbs available funds each year. This sometimes has the effect of short-cutting much of the LATM process and community participation in determining needs and assessing proposals. For example, the City of Stirling (Western Australia) has adopted a flow chart for traffic management investigations in which the 'points' system for establishing project needs provides the basis for the generation of LATM concepts, which are then offered to the public for comment (Figure 3.2).

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Simplified procedures

Traffic managers...strive for balance between 'study it to death' and 'get it built now', and 'respond to neighbourhood wishes' and 'use your best technical judgement'. They also report that they attempt to be sufficiently process-oriented to avoid political and legal fallout, yet sufficiently output-oriented to satisfy constituents. (Ewing 1999a p. 154).

The City of Knox (2002) reports another simplified process, which it says, has proved successful. This has these few steps:

- preliminary questionnaire to residents of the street being considered, to ascertain the demand or need for LATM
- base concept plan, showing all relevant design parameters and detail
- public meeting of those directly affected, but not those in feeder streets or nearby streets
- further consultation, usually on site, to deal with detailed concerns and questions
- pre-construction and construction period: public notification of the proposed works, and final design (with open communication between staff and residents).

Christchurch City Council (2000) developed a consultative process that had as its priority quality of living and community interaction. It is more than just redesigning physical features to slow vehicles down. The process starts with the community that must be willing to embrace new philosophies. Community participation and ownership must be nurtured from the earliest stage as traditional practices and beliefs will be challenged.

With this process there is a greater emphasis on pedestrians, public transport, bicycles, landscape planting, and other streetscape improvements. As traffic increases, traditional local area traffic control devices such as speed humps and chicanes become less popular. Instead, lower speed zones, along with improved pedestrian facilities are used to create a balance between traffic movement, access, and living.

The collaboration process can be used to develop appropriate solutions for local roads as well as along Type II corridors.

The steps in this process are:

- preliminary information gathering to gain an appreciation of the issues prior to interacting with the community and establishing a project team
- establishing the scope of the project, what must be achieved, what resources are available and the non-negotiable issues
- determining what level of public participation is appropriate to determine what needs to be achieved from the consultation process
- looking and listening to all stakeholders and ensuring that they have their say through a workshop held at a local venue
- looking and listening by professional and technical experts who will carry out an analysis that will identify strengths, issues, needs and opportunities
- identifying what the stakeholders value most and want to preserve, enhance and celebrate, identifying objectives and develop concepts
- confirming objectives and concepts through a second workshop at a local venue where preferences and further enhancements are agreed – the 'did we hear you right' process
- the analysis completed and a preferred scheme plan drawn
- the preferred scheme plan launched in the form of a presentation to stakeholders; this will provide the opportunity to explain why certain concepts were included and not others and how these decisions were made.

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3.1.4 Defining the Study Area

The process by which the LATM investigation is initiated (council's own LATM strategy, problems identified by staff or community requests) will provide a first level of definition of the study area. The formal study area will usually mean the area within which the problems and countermeasures to be investigated are located. This will usually equate to a Local Traffic Area defined by natural or constructed barriers or higher-order roads, or a Local Traffic Precinct within it, as in Section 1.3. The study area for council's purposes will usually mean the area containing streets that may come under scrutiny for possible LATM treatment, and those other streets with a clear or potential traffic network relationship with them. Implicit in this process is the identification of a functional hierarchy of roads and streets (refer to Section 2.2).

However, the geographic scope of the area of investigations for the purposes of data collection, the study of network impacts, and the public participation process could extend well beyond the study area defined in this way. These two different levels of the study area are sometimes referred to as the primary and secondary study areas.

Since the boundaries of the study area are functional rather than political, a study may need to extend into a neighbouring municipality. A joint study or some other form of cooperation or consultation would then be called for.

If a project is to be implemented in stages across a study area, the impacts elsewhere in the area will need to be identified and dealt with. An unintended consequence of staging is that it sometimes changes the nature of the problem, and hence the priority for treatment, in other parts of the study area.

3.1.5 Developing a Study Plan

The study plan forms the investigation proposal that goes to council. It therefore should include an outline of the scope of the study, the extent to which the various steps in the process described previously are proposed to be covered, their likely timing, cost estimates, and a budget proposal.

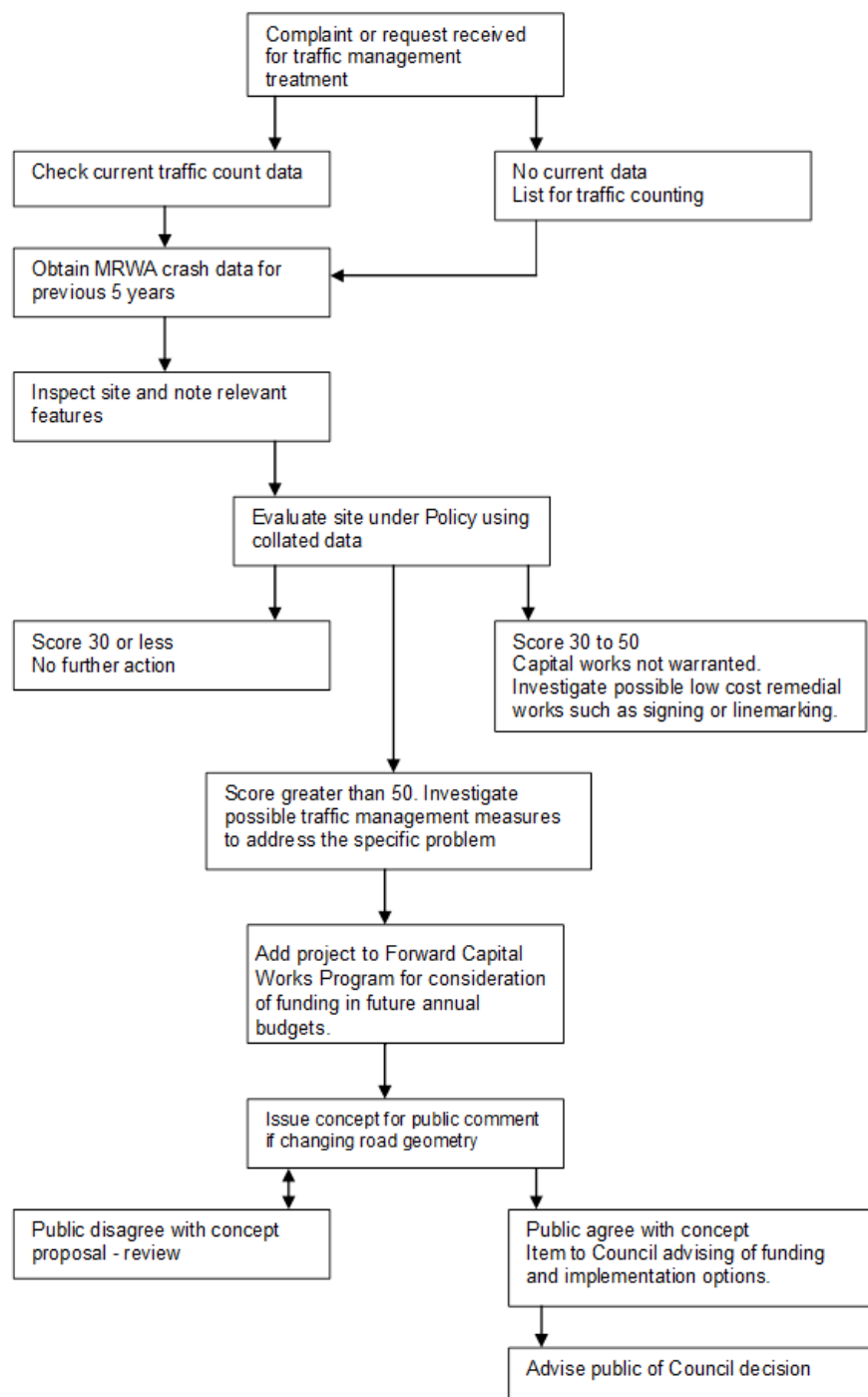
The components of the cost estimate could include:

- data collection and surveys
- preparation of the LATM plan
- surveys of the streets where works are to be undertaken
- final design and documentation for construction
- construction and landscaping; (this will not be able to be estimated realistically before the likely works have been identified during the study)
- maintenance
- community participation and information program.

The study proposal should draw attention to any statutory requirements, including any notifications or approvals that may be required. It should also include a staff capability and availability statement, and recommendations on who should carry out the various stages of the work, especially if a consultant and/or contractor is to be considered for parts of the process.

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Figure 3.2: Stirling (WA) traffic management investigations flow chart



Source: City of Stirling (2013).

3.2 Stage 2: Defining the Study Scope and Objectives

3.2.1 Defining the Objectives of the LATM Scheme

Specific objectives that seek to resolve the identified problems and deficiencies should be defined as part of the LATM process. This step ensures that the LATM scheme has a set of level of service standards by which it can be judged. The objectives adopted in a given study will depend on the identified issues to be resolved. They should be:

- clear statements of what is to be accomplished in response to the issues
- measurable and realistically attainable
- consistent with the goals and whatever policy contexts apply to the situation.

[\[see Commentary 12\]](#)

From the technical point of view, objectives are the measurable targets that are set to reach the desired outcomes; they are action statements (i.e. they start with a verb). They provide the principal yardsticks against which the outcomes or performance of the LATM scheme can be assessed. The objectives for LATM should properly state the changes that are intended to be achieved by the actions taken.

Objectives in the participation process

Unlike the broadly expressed goals, specific objectives may suggest contradictory actions. In addition, different parties may legitimately seek different objectives to achieve the same goal, according to their viewpoints, interests, and responsibilities. Consequently, setting the objectives is an important part of the participation process, since all interested parties have to accept the objectives. Objectives are often the focus of community participation in LATM. They help communities understand what the ultimate purpose of LATM is, by pointing towards the outcomes that follow particular objectives. The role of the technical person in this process is to educate and provide advice on which objectives are feasible in the context and are likely to contribute to the desired goals, e.g. speed management goals. Agreement on the objectives allows the technician to develop alternative specific strategies and actions that contribute to the objectives.

Public participation in the identification of problems and clarification of objectives can help to clarify the most important issues from both the technical and subjective points of view. It will also help to encourage greater ownership of the problems and a greater community commitment to seek resolution of them.

Additional source material and more detail on this topic can be found in: Brindle (1996: Chapter 2); Main Roads WA (1990: Chapter 6); Pak-Poy and Kneebone (1987: Chapter 11).

3.2.2 Data Collection

The primary uses of data in LATM are to:

- help to define and quantify the nature and extent of the problems
- provide input information for developing strategies and countermeasures
- form the basis of an assessment of alternatives and post-assessment of the implemented scheme
- develop modifications to the plan or design of elements.

Data collection is costly, so the type and extent of data collection will depend on the scale of the proposed scheme. Only data relevant to the study need be collected. Much of the information may be available from council's existing databases, which will save time and costs if so. In some cases it may be appropriate and possible for community groups to assist in data collection.

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Some data will be needed before or during the definition of problems and needs, and therefore data collation will be part of the LATM strategic plan and the setting of needs and priorities described in Section 3.1. Other data collection will continue throughout the process, for instance to provide information on changes over time.

The scope of data collection will usually extend beyond the immediate study area, to allow for the effects of and on conditions in surrounding areas to be assessed. User level of service and associated performance measures will help to identify data requirements.

Typical data to be collected

Most commonly, the data will relate to road and traffic conditions. Related physical and environmental data is often needed for planning and environmental assessment purposes. Sometimes there may be a need to have social information, for instance, to assist in anticipating difficulties and responses from specific groups of people, and to help design the participation program and materials.

The data to be collected will depend on the particular case, and will usually involve surveys before and after the implementation of a scheme. Not all of the following information will be needed or appropriate in every situation, and some of it may need to be gathered by the specialists who will use it, or advise how to apply it to their specifications.

Operational and design data	Its purpose
Traffic volumes <ul style="list-style-type: none"> • peak hour • 18 hr or 24 hr 	To compare with adopted maxima and to calculate peaking percentage. Traffic levels may constrain the types of devices that can be considered.
<i>Traffic composition (vehicle types)</i>	To identify problems with specific vehicle types, e.g. commercial vehicles.
Crashes <ul style="list-style-type: none"> • from crash records • from local knowledge 	To identify problem locations and for use in determining warrants and priorities. A major input for before and after assessments. Note that local information may indicate the extent of unreported crashes.
<i>Predictive risk (available through expert systems such as ANRAM and AusRAP/KiwiRAP)</i>	To proactively identify locations with potential road safety issues based on road environmental factors such as street geometry, number of intersections, etc. Can be very useful in the absence of road crash data that is recent enough or statistically significant. Can be very effective for use in determining warrants and priorities either in place of, or supplementary to, road crash data.
<i>Road inventory and other existing infrastructure: street and carriageway widths, sight distance limitations, site access points, utility locations etc.</i>	To provide information on existing infrastructure, road furniture, street planting, driveways, etc. on streets, to flag possible major maintenance or reconstruction works, and to provide site design information. Note that much of this data may be available from the local authority's existing database.
<i>Road inventory (possibly available through existing GIS-based asset management system)</i>	To provide information on existing road infrastructure, road furniture, street planting, driveways, etc. on streets, to flag possible major maintenance or reconstruction works, and to provide site design information.
<i>Origin/destination surveys</i>	To identify through traffic proportions and provide input data for estimates of traffic changes resulting from the scheme.

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Operational and design data	Its purpose
<i>Traffic speeds</i>	To identify speed problems and potential crash situations. To provide information about free speeds for use in speed-based design.
<i>Travel times and delays</i>	To provide information about the external connectivity of the local street system. To monitor changes in travel times for travel within, through and around the study area, and the quality of access into and out of the area.
<i>Level of Service</i>	To measure the capacity of the street to satisfy the needs of different road user types.
<i>Street activity survey</i>	To identify major activity generators as well as locations with high social interaction within the street, and those with a clear sense of place.
<i>Bus routes (existing and potential)</i>	To identify problems for operators and specify design requirements for treatments.
<i>Pedestrian and cyclist desire lines and count volumes</i>	To provide basic information on the location, number, strategic linkages, and design of devices.
<i>Parking (resident and non-local)</i>	To identify parking-related problems and provide design data.
Environmental data	Its purpose
<i>Noise measurements and/or modelling</i>	To assess current and changed levels of noise. Advisable to have 'before' data if noise-related objections to devices are likely.
<i>Location and needs of environmentally-sensitive land uses</i>	To take into consideration when assessing problems and designing treatments.
<i>Streetscape assessment including inventories of street trees, materials and other assets; qualitative assessment of visual attributes of street</i>	To take into consideration when considering strategies and designing treatments.
Social data	Its purpose
<i>Age distribution and household structure*</i>	To identify likely needs and responses to traffic threats in broad terms and to plan the participation program.
<i>Language and ethnicity*</i>	To help plan and target participation program and information materials.
<i>Proportion rental/residential mobility*</i>	To supplement information on responses to traffic and proposed countermeasures.
<i>Measures of geographical groupings and access patterns such as use of, and access to, local facilities (schools, medical facilities, schools, etc.)</i>	To protect and plan routes used for local access, and identify special locational factors in designing treatments.

* Usually available only at the census-area level.

It is helpful if there is an existing database that records the current physical character of the street networks within the study area (including right-of-way and carriageway widths), as well as traffic volume, crash and speed data. If such a database does not exist, this information should be compiled.

Additional source material and more detail on this topic can be found in: Main Roads WA (1990: Section 5); Ogden and Taylor (1996: Chapter 6); Pak-Poy and Kneebone (1987: Chapter 10) and Austroads (2014b).

3.2.3 Identifying Problems and Potential Improvements

Objective and subjective identification of problems

The issues to be resolved through LATM or other action may arise in a number of ways, e.g.:

- objective assessment of street conditions compared with standards, acceptable thresholds or comparative conditions elsewhere in the locality
- as part of area improvement programs by council itself
- anticipation of changed conditions resulting from new development, or planned land use or activity changes
- complaints and suggestions from members of the community, local groups, police, etc.

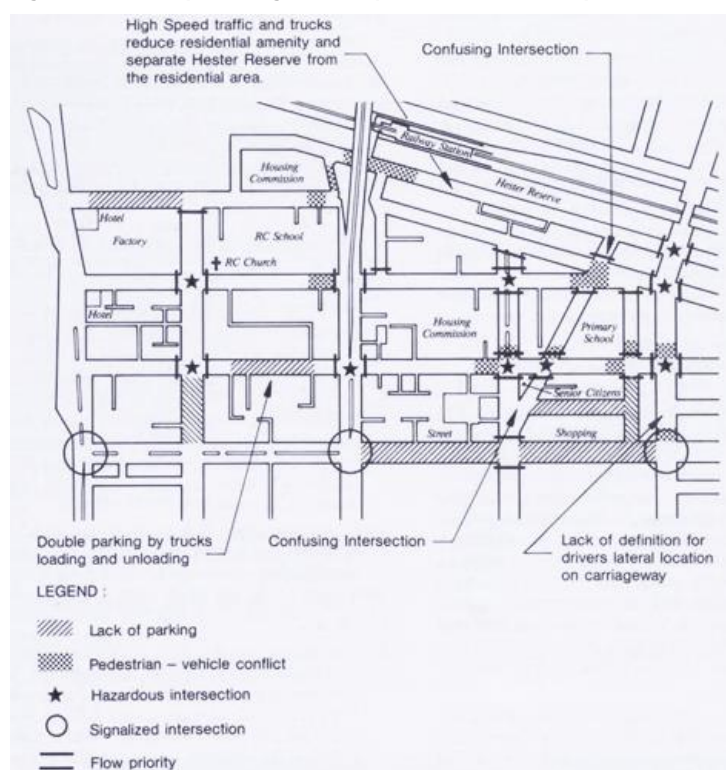
The practitioner needs to be aware of both objectively and subjectively defined issues – both are ‘real’, if not always measurable. The following points are in Main Roads WA (1990, p. 177):

- *Objective measures customarily used by traffic engineers sometimes do not measure or relate to the problem as perceived by residents. Consequently, solutions derived from objective survey data may be technically correct yet be rejected by the community.*
- *Individual responses can also be extremely varied, often a result of the varying characteristics of the residents. Only street-specific resident surveys can uncover such unexpected facts.*
- *Where the data indicates a safety hazard does exist, action may be necessary irrespective of the community perception of the problem. In such a case community involvement provides an opportunity to explain the hazard and discuss alternative solutions, thus facilitating acceptance of the proposed solution.*

Conditions identified as being problems on the basis of objective technical criteria can be displayed graphically (Figure 3.3). These technical criteria may need to be compared against (and synthesised with) the problems as perceived and reported by residents. Together, they help to define the study objectives.

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Figure 3.3: Example of diagrammatic presentation of data – problems and opportunities



Subjective problem assessment may include:

- a review of written complaints from residents
- a questionnaire survey
- consideration of verbal comments at community events such as on-site field days
- routine assessments through existing channels such as local traffic committees and council staff's general assessments.

In trying to draw together and reconcile the technical and subjective assessments of the issues, the practitioner will probably find that initial conclusions will begin to emerge, on such matters as:

- the validity and adequacy of the data that has been used
- the extent of the problem relative to other issues before council
- the feasibility of being able to resolve the issues (technically, financially or socially)
- whether the issues are site-specific, needing early traffic engineering remedy, or area-wide, justifying inclusion in the LATM investigations
- indications of community ideas, preferences and dislikes about types of solution
- the readiness or otherwise of the community to participate in the process.

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Moving towards a statement of objectives

Complaints and technical deficiencies are likely to focus on the same sorts of issues:

- excess traffic
- traffic-related intrusion
- through traffic
- traffic composition
- the amenity of the street
- recorded traffic crashes.

Other things that residents may bring up, but which are less likely to emerge from routine technical assessments, include:

- crashes: unreported crashes and near misses, concern about routes to school, and traffic security in general in the neighbourhood
- obstructions and 'stranger parking' in front of dwellings
- the quality of the cycling and walking environment
- problem vehicles, especially noisy and large ones
- environmental issues (noise, vibration, air quality, and street environment).

Both objective and subjective identification of problems is likely to play a part in the public debate that leads to the clarification of the LATM project objectives. During this process, demands for street works that have no genuine foundation (objective or subjective) can be identified and filtered out.

Additional source material and more detail on this topic can be found in Main Roads WA (1990: Sections 4.3, 5.6).

3.3 Stage 3: Developing Plans

Typical steps at the plan development stage of the process are:

- reaffirm that LATM is the best way forward
- select candidate strategies (general approaches to the problem)
- identify potential measures that meet objectives
- develop alternative outline schemes
- discuss with community groups and other agencies
- refine options in response to public input
- evaluate the candidate options
- prepare implementation strategy, with cost estimates
- present recommended outline scheme for public comment and council adoption.

Sections 3.3.1 to 3.3.6 provide some background to these steps.

3.3.1 Clarifying Strategies

The first step of an LATM scheme design is the selection of the **strategies** or general approaches that are appropriate to the objectives being sought. Among the alternative strategies, it may be appropriate to consider alternatives to LATM.

LATM is not always the best or feasible option. The focus should be on outcomes at this stage, not on specific types of measures. A combination of strategies may be required for the same set of objectives. A feasibility stage road safety audit may be explicit or implicit in this process. As part of the strategy selection stage of the process, it should be confirmed that there are not alternatives to LATM that could be considered first. These alternatives may include:

- Arterial road improvements. Particularly if the major local street problem is the amount of through traffic, measures to improve flows, reduce intersection delays and facilitate turns on the adjacent arterials may be considered as a complement to, if not a sufficient alternative to LATM.
- Land use and community design. Re-zoning to reduce the intrusion of non-resident traffic may be appropriate. Improved streetscaping, provision of play areas and careful location of more intense residential development to reduce its traffic impacts may also be considered. It will be noted that these – apart from changes to the streetscape – tend to be essentially gradual and longer-term measures.
- Vehicle trip reduction. A form of travel demand management, local trip reduction programs may be in place or under consideration. Their success in reducing local street traffic problems will, be dependent on their effectiveness in significantly reducing the number of vehicle trips generated in the local area. Changes in household composition and the ageing of the population in some areas may have a possible spontaneous influence on traffic generation. This effect has not been adequately researched and quantified so far and is not directly under council's ability to influence.
- Non-physical speed management. Proposals that have been canvassed include lower speed limits and more intense enforcement, speed cameras, electronic speed detection, education and attitudinal change programs, and intelligent transportation systems (ITS) technology (Brindle 1998a). Some of these ideas are already known to be at best only marginally effective, while with others there is so far inadequate development, experience, or research to be able to recommend their adoption. ITS offers the most promising long-term alternative to speed management using physical devices.

Additional source material and more detail on this topic can be found in: Main Roads WA (1990: Section 7.5); O'Brien and Brindle (1999: Table 9-4).

3.3.2 Device Spacing and Speed-based Design

The purpose of physical speed control devices is to lower the profile of vehicle speeds along the streets, that is, the variation of speeds plotted along the street length. The speed profile reflects those points along a street, such as small-radius bends, give-way conditions and speed control devices, where vehicles are compelled to slow down. No two drivers behave identically, and the spread of speeds at any point will form a distribution. Nevertheless, the many different speed profiles can be analysed to produce a representative profile for the given street conditions.

Arbitrary location of speed control devices that does not take account of their effects on the speed profile may lead to disappointing outcomes, for two reasons:

- the localised 'draw down' effect that the device has on the speed profile may not sufficiently change the street speed
- the changed speed profiles at each successive device interact with each other; this interaction should determine the spacing of the devices, taking into account the variability in speeds that this might lead to.

A better approach is therefore to treat the street section as a whole rather than as a series of isolated devices, and so the outline design of the whole installation is an important part of plan development.

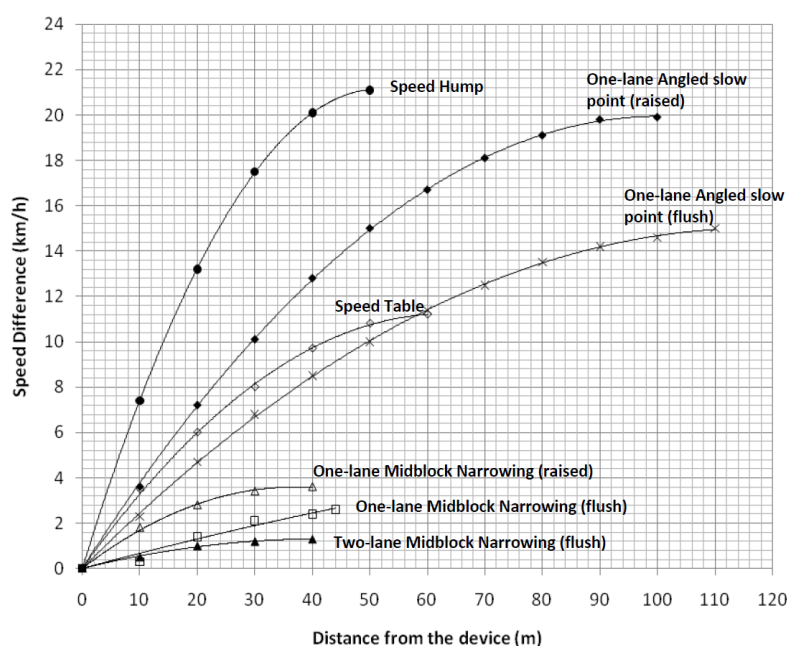
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To check that the draft proposals being considered do in fact achieve the speed objectives by checking the resultant change in the speed profile, the designer can either:

- rely on broad advice on device spacing, or
- use an empirical speed-based design technique.

Daniel, Nicholson and Koorey (2011) demonstrated that 85th percentile speeds within the influence zones of streets calmed by single devices can be estimated using the speed difference curves as shown in Figure 3.4. Each curve represents the difference in 85th percentile speeds between a point within the influence zone and the device. The beginning of the curve denotes the location of the device, while the end of the curve denotes the location where the influence zone comes into effect, i.e. the point where drivers start reducing their speeds.

Figure 3.4: Speed difference curves for traffic-calmed streets



Source: Daniel, Nicholson and Koorey (2011).

Broad advice on device spacing

[\[see Commentary 13\]](#)

One approach to the design of a sequence of LATM devices is to rely directly on conventional practice regarding spacing. AS 1742.13 – 2009 recommends that maximum device spacings should be in the range 80–120 m, which conforms to general experience. Other guides and research reports give some additional direction on device spacing and the effects of different kinds of device. These are examples rather than requirements:

- 'Generally a spacing of about 100 m will reduce median speeds to between 40 and 50 km/h *depending on the type of LATM device used.*' (Main Roads WA 1990, p. 15, italics added).
- To maintain 85th percentile operating speeds below 45 km/h, it is suggested some vertical deflection devices such as flat top road humps should not exceed 70 m spacing (Daniel, Nicholson & Koorey 2011). The device spacing will be dependent on the operating speed of the specific device design. Table 3.3 gives an example of the device spacing needed to achieve different maximum street speeds based on the research of Daniel, Nicholson and Koorey.

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Table 3.3: Device spacing based on speed-spacing models

	Operating speed (km/h)	85 th percentile speed			
		35	40	45	50
Spacing (m)	Road humps	≤ 50	≤ 85	≤ 125	≤ 165
	Flat top road humps	*	*	≤ 70	≤ 145

* Desired maximum street speed not attainable.

Source: Daniel, Nicholson and Koorey (2011).

Note that the general guidance given rarely relates to the characteristic speeds for different types and designs of device. 'Soft' devices that have only modest effects on vehicle speeds would need to be closer and in any case could never reduce the street speed to below the typical *operating speed* of the device itself. On the other hand, aggressive devices with low operating speeds at wider spacings might result in similar street speeds, but at the cost of excessive deceleration and acceleration.

What this all points to is that the effect and required spacing of a particular device depends very much on the design of that device and its resulting device operating speed rather than its specific type. For example, two angled slow points with different horizontal deflections may have very different device operating speeds and consequently their spacing will differ to achieve the same reduction in the street speed profile.

Speed-based design

A more rigorous approach is to adopt an empirical speed-based design process such as that developed for Austroads by ARRB (Brindle 2005), the essence of which is to:

- measure (or estimate) the current free speeds
- specify the target street speed(s) (these may vary in specific locations e.g. adjacent to local centres, schools, at cycle route crossing points and similar locations), thus identifying the required speed change
- design a device or sequence of devices that achieve the target speed while complying with the speed differential limit set at each device site.

This requires knowledge of:

- the characteristic speeds of vehicles at the various devices (the **operating speeds** of the devices)
- how devices interact to produce the resultant speed profile (the between-device speed profiles, which can be approximated using known deceleration and acceleration behaviour).

In designing a scheme, the traffic planner can estimate the typical speeds of vehicles along the street, using known acceleration and deceleration rates and information about the effectiveness of various physical devices in reducing vehicle speeds. Approximations of the expected speed profile after installation of a speed control device can be obtained by superimposing these generalised speed profiles, based on the adopted device operating speeds, onto a plot of the existing street speed profile, and smoothing in the curve by eye. The estimated speed reduction and zone of influence created by the device can then be obtained.

The synthesised speed profile can be used to ensure that the speed **differential** is kept below a chosen level. The speed differential is defined as the difference between the free speed at a given location and the anticipated operating speed of a device proposed at that location; all other conditions held constant (see Figure C14 1).

The suggested upper limit to the speed differential for planning and design purposes is 20 km/h. The corollary of this requirement is that no isolated device (i.e. one which does not interact with another device in the street) should have an operating speed which is more than 20 km/h below the existing free speed at that point.

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For this purpose, free speed at any point is that speed adopted by the representative vehicle at the proposed device location, as influenced by any neighbouring speed control device. The aim is to develop a new speed profile such that the speed differential is nowhere more than 20 km/h (or whatever maximum speed differential is adopted). This implies that a typical driver coming unexpectedly upon a device, having passed a previous device, will not be going more than 20 km/h faster than the speed at which that device is normally negotiated.

The installation design should desirably result in a reasonably uniform speed profile (i.e. not too much speed variation along the street).

The importance of the speed differential

The speed differential is a key criterion in speed-based design, but it also has general application as a criterion for assessing any proposed device, no matter what its location is based upon. Isolated devices or widely spaced devices that have operating speeds significantly (more than 20 km/h) below the speed limit are not recommended. If they are unavoidable for any reason, which should be documented as part of the project records, then special care must be given to their advance warning, visibility and lighting in accordance with appropriate standards. Many roundabouts and other intersection treatments fall into this category, and are validly installed if there are adequate formal and informal visual cues to the driver. As a general rule, the first device encountered in a street should be placed where it can be clearly seen and speeds are naturally low (AS 1742.13 – 2009) to limit the size of the speed differential.

Cautions about isolated or widely spaced devices

There may be a temptation (for cost reasons, for example, or to deal with complaints with minimal effort) to opt for treatments that are too far apart to be fully effective. However, spacings much above 120 m are unlikely to result in reduction of the maximum speeds reached by drivers in the street, but will instead create a sequence of accelerations and decelerations which, combined with the high speeds in between and the noise created at the devices themselves, is likely to increase public perception of traffic-related problems – with justification (AS 1742.13 – 2009, Section 2.4.1.4).

LATM devices should not generally be used as isolated treatments, but rather should ideally be installed as a consistent area-wide traffic management scheme in a local area. A typical LATM scheme includes devices placed at regular and frequent intervals, generally 80 m to 120 m apart on any one street. Isolated devices particularly raise concerns about safety. A traffic-calmed neighbourhood relies partly on the presence of constant reminders about the need to drive slowly. Under these conditions, quite severe traffic control devices and streetscaping innovations can be acceptable, but wider spacings may create isolated obstacles which drivers confront at inappropriate speeds. AS 1742.13 – 2009 states:

Existing street lighting, drainage pits, driveways, and services may dictate the exact location of devices. Within these controls spacing of devices 80 to 120 m apart will usually be satisfactory (C1).

If wider spacings or an isolated device are unavoidable, careful attention should be paid to lighting, delineation, advance warnings, and to speed management by other means to ensure that approach speeds are compatible with the expected negotiating speed at each device. Isolated devices with no restraints on speeds between them are likely to rate poorly on all three counts of effectiveness, acceptability and safety.

3.3.3 Developing Outline Schemes***Selecting candidate measures***

Once feasible general approaches have been identified, possible candidate measures can be identified from subjective guides such as Table 3.1 or other resources that are based on practitioner experience. The selection and preliminary assessment process is interactive and iterative.

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No reliable automatic treatment selection process exists, because at this stage all the site and community factors that may affect the choices in the specific case require careful consideration. The suitability, effectiveness, and impacts of the chosen treatments must in any case be assessed as part of the plan development process.

Criteria that may be used as part of this selection process include:

- will the treatment meet the objectives?
- ease of implementation
- likely community response based on past experience
- familiarity with the treatment (by drivers and the practitioners)
- are the LATM devices self enforcing?
- preliminary cost assessment
- ability to design the treatments to meet the needs of cyclists, pedestrians and buses.

Additional information on the selection and applicability of the various LATM measures is contained in Section 7.

More important local roads

LATM choices are more limited on the more important local roads (often termed 'collectors' or 'local distributors'), but can still be effective. By definition, these roads carry higher volumes of traffic and are (or may become) bus routes. They help to break local areas into smaller land units and therefore provide the direct paths into the local area. Yet these roads also usually serve normal residential and community functions, including school access.

Suitable LATM measures for these roads typically include (Daff & Wilson 1996):

- roundabouts and/or mid-block splitter islands
- median islands, intermittent planting islands or barrier lines to restrict overtaking and provide pedestrian refuges
- carriageway narrowing or linemarking to provide one lane in each direction; this can also provide protected parking lanes and provide for cyclists.

Vertical displacement devices with low operating speeds are not usually considered to be appropriate on higher-volume streets.

Additional source material and more detail on this topic can be found in: Main Roads WA (1990: Section 7.6); O'Brien and Brindle (1999: Table 9-5); Transportation Association of Canada (1998: Table 3.2); VicRoads (1999a: Section 8.5).

Developing draft plans

Schematic layouts showing how the treatments could be located in the study area can then be prepared. These should be based on broad urban design and town planning principles as well as traffic management objectives, calling on all relevant skills at council's disposal and close liaison between the various professional disciplines.

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When preparing alternative schemes, consideration needs to be given to:

- Does the scheme meet the adopted objectives and strategies?
- Is adequate circulation and access maintained for emergency services and larger vehicles that will need to operate in the area?
- Will there be any possible negative impacts in adjacent areas?
- Will the scheme, by its appearance and physical effects, induce driver behaviour that is consistent with the objectives?
- Does the street become more integrated with adjacent land uses and activities?
- Will there be a net improvement in environmental quality?
- Is a genuine range of plans, representing significantly different approaches, being prepared? If so, this will provide the opportunity for fresh insights to emerge, as well as avoid putting 'all the eggs in one basket' and risking the rejection of the whole purpose of the scheme.
- How does the scheme rate in terms of its safety, particularly for active road users such as pedestrians and cyclists?

In addition, each proposal must be feasible, internally and externally, as well as:

- functionally
- financially and economically
- socially
- politically
- legally.

Specific treatments must be identified so that those people affected understand the full implications of the options. Each suggested treatment must be justified by indicating what would be achieved in relation to the adopted objectives and strategies. Residents may accept the principles set out for an LATM scheme, but then object to the specific treatments. The nature and envisaged finish of each installation should reflect the nature of the street environment in which it is placed.

Sometimes the selection of treatments and their location is readily apparent, because of the nature of the problem. More generally, it is good practice to consider alternative plans showing a variety of devices and locations for assessment and public comment. There is rarely a single right answer, and sometimes a range of options may need to be offered to meet the same objectives.

If speed management is an objective, as it usually is in LATM, consideration should be given at this stage to the effects that the chosen treatments and their locations have on the profile of speeds in the street.

The following source provides guidance on this topic: Main Roads WA (1990: Section 7.6).

3.3.4 Consultation on Draft Plans

Intensive public consultation at this stage is not always necessary, but it is advisable to maintain close contact with residents adjacent to proposed sites for devices. This will allow the opportunity to learn about any access issues that may not otherwise be apparent, and provide an opportunity to give information about the treatment and its likely format. Communication at this stage is likely to be beneficial in the longer-term. If there is a representative community consultative committee, it may be invited to offer comments and suggestions. The plans may be displayed and public reactions and responses can be noted. The range of options in the draft plan(s) may be used to demonstrate the technical and other constraints that may affect the things that can be considered.

Consultation with other agencies and special interest groups on the draft plans is strongly advised, so that needs and likely barriers can be identified before the study progresses into too much detail.

3.3.5 Assessment of Alternative Draft Schemes

Scheme evaluation is based on two aspects of performance:

- performance against the set objectives
- assessment of other effects.

Both require the establishment of performance measures, which should be quantified wherever possible. The scheme or schemes that emerge as most feasible should be subjected to a road safety audit. In addition, the usual test of cost-effectiveness will need to be applied.

The technical assessment provides a technical appraisal of the effectiveness of treatments in achieving measurable outcomes. In addition, a community assessment of the effects of the treatment on liveability, amenity and other factors will occur. Evaluation may well consider the crash benefits of a treatment and compare it with the costs, but that may be only part of the overall evaluation as seen by the community. Some form of multi-criteria evaluation, which accommodates both objective and subjective criteria, will often be necessary.

The following additional source material is recommended for reference on this topic: Daniel, Nicholson and Koorey (2011).

Development of performance measures

The primary basis for assessment of the plans, both at this draft stage and later in the process, is the degree to which the plan meets (or is expected to meet) the objectives set for it. This assessment requires the development of specific quantifiable statements that reflect the objectives.

The adopted performance criteria will comprise both the objectives of the scheme, and the assessment criteria that will influence any decision. Measurement of performance against objectives can be expressed in terms of absolute or proportional changes in the measures adopted (mobility, safety, accessibility, amenity, etc.). Acceptable performance criteria for other impacts can be determined by reference to established guidelines or standards, where they exist (such as noise standards for residential environments). Where there are no such guidelines, or where there is a wide range of opinions, agreed measures for determining acceptable conditions should be sought. Community surveys and the participation process can be used to gain an insight into local perceptions.

[\[see Commentary 15\]](#)

Additional source material and more detail on this topic can be found in: Brindle (1996: Chapter 15); Hawley et al. (1993, pp. A30-31); O'Brien and Brindle (1999, pp. 286-288); Pak-Poy and Kneebone (1987: Section 13.3); Austroads (2015b).

Assessment of effectiveness of draft schemes

Most schemes are capable of being readily assessed on a before and after basis. The degree to which schemes are judged as being successful depends on the weight placed on the interacting strategies they may be seeking to implement. For example, a scheme may seek to reduce speed variability as well as reduce speeds absolutely. A device, known from experience elsewhere to result in a lower average speed but with a higher standard deviation in speeds and higher recorded maximum speed, may not be preferable to another device type with a lower standard deviation and maximum recorded speed, even if the latter device has a higher average speed. Another scheme may propose speed control devices as well as lane narrowing to create a clear path for cyclists, thus using two techniques to achieve the one strategy of creating safer local cycling routes.

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Depending on the nature of the devices in the scheme, the practitioner may have to estimate changes in:

- traffic routes (i.e. increase or decrease in traffic volumes on any given street)
- traffic speeds (and hence journey times)
- road safety risk – predictions based on known road environment factors
- crashes – based on known crash changes at similar situations.

[\[see Commentary 20\]](#)

Assessment of other impacts of draft schemes

The impacts of the draft options from other points of view will also need to be carried out. Use can be made of the adopted measures of effectiveness for much of this task. The draft schemes can then be compared.

A purely technical solution may not be feasible in a local situation, as traffic management schemes can have a major effect on communities well beyond their immediate traffic effects. The effects can be direct, e.g. the transfer of traffic onto quiet streets, or indirect, e.g. decreasing accessibility by road closures.

It is noted in the discussion on the start of the LATM process (Section 3) that some councils will not proceed with an LATM investigation without a commitment from residents at the beginning that they are prepared to accept some change in their street environment in order to obtain the gains that the scheme intends to bring. This may not entirely avoid later hardening of attitudes, but it does at least serve to emphasise to the community that there will be some 'collateral' impacts in order to improve traffic conditions.

The question of displaced traffic is a key issue at this stage. The traffic displacement effects of the scheme are estimated as part of the technical effectiveness of the scheme. Perception of and responses to this change in traffic volume, particularly on non-treated streets, is discussed in Section 2.

The comparison of the impacts of the different schemes (e.g. weighing up the importance of traffic noise exposure compared with convenient access for local traders) will identify gains and losses in each case. This process is intrinsically subjective and will depend on local conditions and judgements. Often, a judgement will not be possible until a hypothetical choice turns into a real set of potential gains and losses. Again, community involvement is necessary, and estimates of impacts provided in this process should be as realistic as possible.

Costs compared with effects

The draft schemes should meet the following tests of financial feasibility:

- The scheme should be within council's current and future budget limitations.
- It should be cost-effective.
- It should be within the physical resources of council and any other authority that is involved.
- Any staging required by cost limitations must lead to workable and acceptable intermediate stages.

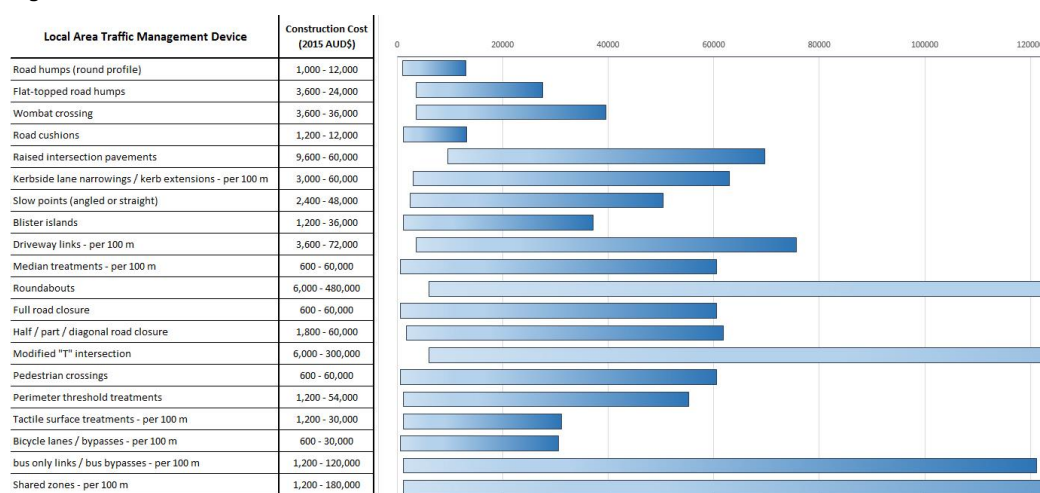
Tests of this kind require estimates of costs sufficient for preliminary budget purposes, and identification of net benefits from the analysis of effectiveness and impacts. A planning balance sheet approach may be used as a supplement or alternative to a financial benefit-cost analysis.

Costs will vary from site to site and are heavily dependent upon the materials and landscaping adopted, the size and length of the treatment as well as the extent to which existing infrastructure, particularly drainage, telecommunication pits and utility poles, has to be modified.

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The more expensive treatments are likely to be landscaped roundabouts, road closures and shared zones, raised pavements, modified T-intersections, slow points and driveway links and the various forms of landscaped channelisation. Signs and road markings, road humps and cushions, kerb extensions, tactile surface treatments, simple median islands and flat top road humps will usually be among the lower-cost options. Typical costs for various treatments are cited in several sources (see suggestions at the end of this section) and can be used to estimate relative costs but would need to be updated to current dollars if they are used for budget estimation purposes. An example developed by ARRB is shown in Figure 3.5 (Damen 2007) showing the spread of actual costs reported for various treatments and the relativities between them, escalated to 2015 equivalent numbers using CPI for the construction costs.

Figure 3.5: Relative LATM device construction costs



Source: Based on Damen (2007).

The most reliable source of cost estimates is council's own experience in constructing LATM. Cost extrapolation from similar installations under similar conditions in the surrounding region can also be useful.

Treatment costs, landscaping and the construction method (staged or complete construction) are inter-related, for example:

- low maintenance cost requires higher initial cost
- improved streetscapes require permanent works and higher up-front costs
- temporary works require upgrading, usually at greater total cost.

Such relationships can be used to reduce the overall costs if needed. City of Knox (2002) estimated that 20–25% of LATM construction costs could be saved by deleting landscaping. This might be an attractive option to a council if resources are inadequate for the identified needs within a reasonable time. However, landscaping fosters greater acceptance of LATM treatments by residents and its omission could jeopardise the longer-term program, especially if the results are perceived as being excessively utilitarian. Use of modern hard materials may offer a compromise in some cases.

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Also of importance in the costing of schemes is the future maintenance cost. For example, Hawley et al. (1993) stated:

- Devices constructed in concrete are considered to have the lowest on-going maintenance cost.
- Devices using bitumen or pavers have a much higher on-going maintenance cost, particularly under heavy loading situations.
- Street furniture, signs, and landscaping are all susceptible to damage and therefore contribute to the on-going maintenance cost.
- Horizontal deflection devices often require the pavement to be reinforced to allow for the side pressures exerted by vehicle tyres.
- Whilst devices such as road markings and signs are relatively cheap to install, their effectiveness relies on their up-keep to a suitable standard.

Additional source material and more detail on this topic can be found in: Amamoo (1984); Ho and Fisher (1988); Pak-Poy and Kneebone (1987: Section 12.5.21).

Community response

The final scheme (and therefore the draft schemes being tested) should be acceptable not only to the residents by whatever criterion is the prevailing local practice, but also to council, emergency authorities and the appropriate state agencies. The views of different interest groups should be taken into account, with a view to obtaining consensus, although in a majority of cases the wishes and needs of the local residents should be given the greatest importance. The adoption of a scheme by a council in the face of strong external opposition will reflect its acceptance of the greater local need. Conversely, acceptance of a scheme by reluctant residents depends on the ability of council and the supporting residents to demonstrate convincingly the need for such action.

Feedback from the community will give a guide as to the perceived merits of each of the draft schemes. These can be incorporated in the report to council on the alternative schemes.

3.3.6 Scheme Adoption

Following public and technical review of the alternatives, and receipt of comments, modifications can be made and a recommended scheme can be produced. The report to council will normally include graphic presentations of the plan(s) and the various effects and impacts in tabular form, showing how each alternative performs against the objectives and supplementary assessment criteria.

Once the plan has been finalised, it should be placed on public display, and those residents adjacent to the devices to be constructed should be personally contacted. At this stage, a more detailed plan showing the actual form, dimensions, and locations of devices relative to driveways etc. may be desirable.

3.4 Stage 4: Scheme Design

Once the draft scheme is approved, more detailed cost estimates can be prepared, priorities defined, and the timing and staging can be confirmed.

Detailed design and documentation can then be undertaken in order to:

- carry out further street surveys if necessary (kerb and property lines, driveway locations, location of above-ground and below-ground services, drainage channels and pits, tree locations and assessments, pavement surface details, etc.)
- prepare detailed drawings (see below – design of devices)
- specify landscaping plan

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- prepare construction and contract documentation
- maintain close consultation with residents adjacent to device locations, services companies, and (if concerns have previously been raised) bus companies and relevant emergency services
- develop a maintenance strategy
- pursue funding (if external funding opportunities exist).

Design of devices

Detailed design advice is given in the various key reference documents that are listed in Commentary 1. Codes of practice and guides in operation in each jurisdiction should be observed.

[\[see Commentary 1\]](#)

Detailed design covers two stages:

- layout design, to determine the form of the device
- engineering design, as part of construction documentation.

One of the challenges to the designer at the layout stage is that, compared with standard traffic design that seeks to facilitate the safe and efficient passage of vehicles, the design of most LATM treatments seeks to impede vehicles. Doing this without adding to the level of risk is the heart of LATM design (Section 6). A detailed design stage road safety audit is an intrinsic part of this stage.

Another challenge comes from the fact that LATM devices (particularly horizontal deflection devices) induce slower speeds by employing tight geometry – yet adequate design for larger vehicles requires greater clearances and swept paths. Appropriate design templates should be adopted, but use should be made of mountable kerbs and run-over areas to help define a tighter path for general traffic. 'The effectiveness of the device and therefore the scheme should not be compromised by over-design' (Main Roads WA 1990, p. 118).

Comments about the design of specific devices are included in the descriptions in Section 7 and Section 8, and there is further discussion of the subject of signs, markings and other safety aspects of devices in Section 7.5.

Additional source material and more detail on this topic can be found in Australian Standard AS 1742.13 – 2009; Main Roads WA (1990: Chapter 9); Pak-Poy and Kneebone (1987: Chapter 14).

3.5 Stage 5: Implementation**3.5.1 Timing and Staging**

Works may be staged, or implemented in full at one time. Staging is usually undertaken for practical or funding reasons but it may also be used as a form of trial or familiarisation. In particular, there may be uncertainty about the traffic displacement effects of a set of treatments, so the scheme may be implemented gradually and the changes monitored at each stage. Where there are identified accident black spots (usually at intersections), countermeasures may be installed in isolation in advance of the rest of the area scheme. A pre-opening stage road safety audit should be carried out before the modified street is opened to traffic.

Staging precinct by precinct is usually better than scattered sequencing of treatments. Another technique for staging is to work inwards from the boundaries of the local area, so that appropriate behaviour is 'signalled' to incoming traffic.

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However, staging can seriously compromise the speed effects of a series of devices forming an integrated installation. The whole set of treatments is needed to obtain the desired speed effect. In addition, there are practical difficulties.

One council (City of Knox LATM Program Review, June 2002) expresses the choice in these terms:

The full implementation has the greatest chance of achieving the goals and objectives of an LATM scheme. With staging of a scheme, the order in which devices or countermeasures are installed, and the length of time over which they are installed can drastically affect the performance of a scheme as a whole. Risks associated with the staged approach are:

- localised speed reduction only where devices are installed – no change elsewhere;*
- speed reduction at actual devices will be less than with a series of devices working together;*
- a few devices may do enough to reduce the priority of the balance of a scheme to a point where later stages have lower priority than the first stages of a new scheme.*

A commonly reported experience arises from a prolonged participation process or stage construction. This occurs when a new household moves into a street after agreement on a plan, but before construction, or during the time when a treatment is in its trial or interim stage. It can also occur some time after construction of the treatment when people not previously involved in the process move into the area (Damen 2003). If the new household is opposed to the device, this can undo much of the process that has already passed. It may be prudent to have some form of documented street or individual site agreement that becomes one of the routine pieces of information supplied to prospective purchasers as part of the normal property inquiry process.

The following additional source material is recommended for reference on this topic: Main Roads WA (1990: Section 8.4).

Trial installations

Temporary installations should be undertaken only very carefully and as a last resort. Full implementation has the benefit that the whole area is treated, meaning that the effect of diverted traffic can be dealt with and drivers do not have to cope with a road network that keeps changing. If all devices are placed in permanent materials, landscaping and finished materials can be used immediately to enhance the treatments; some trial installations have been so unattractive that they lead to a community backlash. Costs of temporary works are avoided if works are fully constructed at the start.

It may, however, be a useful part of the testing of the scheme to use simple marking techniques, particularly where there is still robust minority opposition to a proposed scheme. Painted outlines of roundabouts and slow points give residents and road users a 'feel' for what is to be built. Some local government authorities have used sandbags or modern temporary edging as forerunners of permanent devices.

Temporary installations should not be built in such a way as to reduce safety. Full signs and lighting are advisable. A road safety audit of the temporary roadworks traffic management arrangements should be carried out before opening the temporary traffic control device to traffic and then again after the temporary traffic arrangements are removed.

It is advisable to clearly notify residents (by letter and notices) of the temporary or trial status of such measures, and to ensure that the period of the temporary treatment is relatively short. The full construction should desirably follow immediately after the trial ends.

3.5.2 Risk Management

Road safety auditing and other forms of risk based predictive assessments (e.g. ANRAM and KiwiRAP) are common and recommended techniques for managing risk in the design and implementation of LATM schemes. Undertaking progressive road safety audits can also assist in meeting a road agency's legal and duty of care obligations (Section 6).

3.6 Stage 6: Monitoring and Review

Monitoring and evaluation of the final scheme and any intermediate stages is an essential part of the planning process. It is often overlooked or neglected because of time and resource pressures. The purposes and value of monitoring and evaluation include (Main Roads WA 1990, p. 128):

- to assess the scheme as a whole and the individual treatments against the adopted objectives – the primary technical measure of success
- to identify any undesirable impacts that might indicate modifications that could be made
- in stage implementation, to assess the impacts of each stage so that subsequent stages can be modified if necessary
- to provide objective information on impacts and effects for the community
- to provide information on the performance of the scheme and individual devices which may be useful in later projects or shared with other councils.

Additional source material and more detail on this topic can be found in Hawley et al. (1993: Section A6); Main Roads WA (1990: Chapter 11); Pak-Poy and Kneebone (1987: Chapter 16).

3.6.1 Monitoring

Planning of the monitoring surveys should take place early in the study so that 'before' data on the same parameters can be collected. 'After' surveys and the analysis of any changes should be carefully designed in order to ensure the efficiency and validity of the findings, calling for the assistance of people with a sound understanding of survey methods and statistical techniques. Field collection of traffic data will use standard methods, carefully focussed on the measures needed for analysis (e.g. Ogden & Taylor 1996; Pline 2008). Attitudinal surveys require the assistance of an expert in that field. If there is a community-based traffic committee or a project committee, it can provide subjective local feedback. A major indicator for council staff (and often the only indicator that is available if monitoring has not been designed into the LATM process) is the level of telephone and other complaints received.

Key parameters in the monitoring program are likely to be:

- speeds
- crashes (reported and unreported)
- traffic volumes, traffic composition and time-of-day variation
- cordon origin and destination survey (especially if through traffic has previously been an issue)
- delay at exits from the area
- resident attitudes (obtained passively or actively through surveys)
- affects on, and responses of specific road users such as cyclists, commuters driving to work, commercial drivers and bus operators.

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Although 'indicator' checks may be taken soon after installation, to alert council to any immediate problems, monitoring surveys should be carried out when the traffic network has settled down and familiarity has been achieved. As a general guide, this suggests that surveys can be carried out at the following times:

- speed surveys – two to four weeks after implementation, then periodically after
- diversion effects – three to six months
- crash analysis – one to two years
- public acceptance – six months to a year.

To be useful in other applications, key information about each treatment will need to be stated so that like items can be grouped together and their impacts pooled for comparison with different types of device (e.g. road humps compared with flat top road humps) or significant variations of the same generic device (e.g. flat-top road humps distinguished by their ramp gradients). An agreed typology for LATM treatments has not yet been established; even the terminology used to describe common techniques is not standardised (e.g. similar treatments can be termed 'raised table', 'platform', 'plateau' or 'flat top hump'). The groupings used in Section 7 reflect the common types and names used in current practice in Australia and New Zealand, though there may be some local variations.

Traffic patterns

While traffic counts are probably the simplest field surveys to carry out, the detection of a significant change in volumes requires knowledge of statistical properties of traffic counts. Count only on weekdays for normal purposes. (Weekend counts may be needed for special situations such as areas near recreational facilities, for example). There can be substantial day-of-week and time-of-year variation, meaning that comparable days should be chosen for comparison, if possible. Alternatively, known temporal distributions can be used to factor the counts (e.g. a count on a Monday can be factored by the relationship between average Monday counts and average Thursday counts if the 'before' count was on a Thursday). As a rule of thumb, differences of at least 10% between 'before' and 'after' daily counts are required before an assumption about a real change can be made.

Crash data

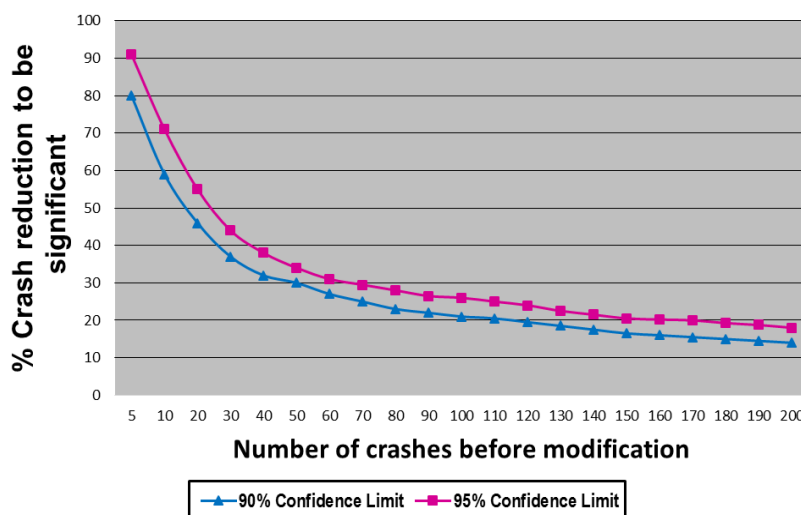
To detect a significant change in before and after studies, considerable data is needed. This creates a problem in most local areas; while significant in total, local area crashes are usually thinly spread and random events (Fairlie & Taylor 1990). Figure 3.6 shows the percentage reduction in crashes required in an 'after' period to be confident in claiming that there has been a significant reduction in crashes. As the figure shows, the smaller the sample size, the larger the reduction needs to be.

Problems created by small data samples can be reduced by either combining data (e.g. analysing the LATM program over the whole municipality) or by increasing the analysis time periods. GIS-based techniques to handle crash data for this purpose are being developed (e.g. Affum & Taylor 1997). Valid analysis of crash changes at individual device sites or streets is rarely possible.

Proxy indicators for increased safety may be used in place of actual crashes under these circumstances. These may include conflict analysis techniques and behavioural measures (Brindle 1996: Chapter 15). Debris surveys are useful indicators of minor and unreported crashes, which probably rate higher in local perceptions than they do in official analyses of safety. Speed change is commonly accepted as a measure of changed crash propensity, but the numerical correspondence between speed change and changed crash risk cannot be specified.

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Figure 3.6: Crash change significance test chart

**Speeds**

Changes in traffic speeds can be easily measured but care must be taken to ensure that the measuring itself does not affect speeds, e.g. driver response to speed guns. Speed surveys will usually yield distributions of speeds at a point. The various measures from this distribution (mean, 85th percentile, maximum, etc.) each have relevance, depending on the situation and purpose of the analysis. The statistical design of the survey and analysis will also influence the choice of speed measure that is quoted.

Community participation in monitoring and assessment

The community is a valuable source of information on unanticipated effects of the scheme, can provide local information on traffic effects that formal surveys do not pick up (such as increases in minor crashes) and provides the most important check of acceptability – if the community is not content with the perceived outcomes, then all else is secondary.

Therefore a process for community feedback and a more formal mechanism (e.g. a structured survey) to obtain community opinions and attitudes may both be required.

3.6.2 Reviewing and Revising the Scheme

The review should be professional, unbiased and ideally be independent of the implementing team. If resources permit, and the scale of the scheme warrants it, an external agent may be appointed.

Once monitoring data has been analysed, there should be a formal review of the scheme. It may be found that the scheme is successful in meeting its objectives overall, but may fall short in terms of some targets (expressed in the primary or secondary objectives) or have undesirable side effects. The review identifies amendments that could be made to the scheme to overcome these deficiencies. For example, fine-tuning could include changes to signs or channelisation or suggest that additional devices may be used.

Significant remedial action, especially if costly or impacting on the scheme's whole strategy, should not be taken too hastily after the scheme's installation – unless an urgent safety issue has become apparent. Time should otherwise be allowed for the scheme to settle down and driver behaviour to adapt to the new conditions.

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3.6.3 Recording and Reporting

It is advisable to record the rationale, basis, and outcomes of the project, for the following reasons:

- for reference in later projects
- to share with other councils who may be contemplating similar actions
- as prompts and records for regular maintenance
- to record the technical basis and methods for reference in the event of liability claims.

Public reporting of the successes of the scheme provides residents with evidence of the gains from the changes to their streets and their behaviour.

It is also beneficial if practitioners can share any generally useful data or experiences with others through technical papers, presentations and other means. There is a wealth of experience with LATM in many councils' records, most of which lies unknown and unused. Only through collaborative research and testing, and the sharing of information at a local government level, will the wider community of practitioners be able to take advantage of the knowledge of both good and bad experiences so that the failures of the past are not doomed to continually recur, and the science of LATM can progress.

4. An Objective Decision Process for LATM

4.1 The Nature of Warrants

A **warrant** is a statement of those (usually objective or measurable) conditions at which intervention through countermeasures is considered to be required. It provides, by implication, a quantitative and objective basis for taking action.

Establishing when LATM action is necessary or desirable is often based on warrants or other objective measures of relative need, usually referring to traffic speeds, traffic volumes, crash rates, risk mapping, street amenity or more broadly defined levels of service. There is no best practice or standard for warrants or setting priorities for LATM, and it is important to note that there is no agreed or formally-adopted statement of conditions at which LATM must be implemented or below which it cannot be approved. A local road controlling authority must choose a decision process for LATM planning which is appropriate for its needs and circumstances taking into consideration the expectations of the community it serves. Factors to be considered, and an outline of the three broad approaches to establishing needs and priorities, are discussed in this section. Examples of decision-process systems in common practice can be found in Commentary 16.

The term 'warrant' is used here in a general sense rather than as an imposed rule or requirement to which all schemes must comply. Warrants provide a quantitative and objective basis for taking action. Warrants are related to level of service **standards**, which are performance targets (for example, for mobility, safety, accessibility, amenity and environmental quality) for the system in question. Standards, in turn, may be **planning** (or **policy**) standards or **deficiency** standards. Additional information on level of service standards is given in Commentary 22.

[\[see Commentary 22\]](#)

A planning standard is a statement of the essential levels of service criteria that define a desired outcome – a target level of performance that is desired for the system, and to which all new additions to the system should conform. These will reflect the policy intentions of the responsible body, among other things.

A deficiency standard is a statement of the essential levels of service criteria below which the system should not fall – the levels of performance that indicate that a problem exists in the system that needs early remedial action.

Failure to meet the specified criterion level may be interpreted as a warrant for some sort of action. However, as noted earlier, **warrants for LATM can never be treated as absolute**, because judgement about what are desirable and deficient levels of operation of local streets, places and land systems are unavoidably subjective. In addition, global warrants cannot feasibly be defined because the ability of a local road controlling authority to take action is usually constrained by the availability of funding and other resources. It is therefore important to keep in mind (and to make it clear in public consultation) that warrants in themselves do not compel or justify anything. Expert discretion, and the availability of funds in the light of other demands, will always moderate the technical indicators.

Additionally, as wider traffic engineering experience has taught, the use of warrants and other level of service criteria as the sole basis for deciding to act or not can lead to misunderstandings and criticism in the community.

For these reasons, identifying the most important or beneficial among competing projects is a greater practical need, and many local road controlling authorities rely on ranking (or prioritising) systems rather than absolute warrants (Ewing 1999a; Lockwood 1997). A budget-constrained program of local works that establishes the criteria for doing one set of works before another will generally be popularly understood, if everyone understands that the budget limitations are a direct result of agreed limits on taxes and rates.

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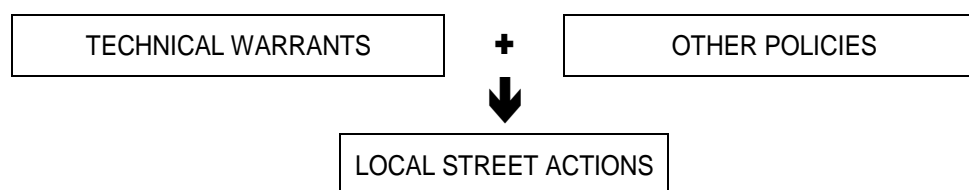
Thus, local road controlling authorities usually seek either or both of two sorts of measures of need, as reflected in the types of prioritising systems described in Section 4.3:

- thresholds of conditions (of traffic volume, speed, street amenity, level of service, etc.) at which action must be strongly considered at specific locations as a first call on available finance
- a means of ranking or establishing priorities between the needs for action in different areas and streets; these typically take the form of a 'points' system, in which the various criteria are used as constituents of a composite measure expressed in terms of a single number.

4.2 Applying Warrants in a Policy Context

There is no valid lower limit to the warrant criteria, below which LATM is always inappropriate, 'because action may be as much a function of community preferences and availability of resources as of technical criteria' (O'Brien & Brindle 1999, p. 269). In addition, LATM is often more than a reactive response to identified road crash and other mobility and accessibility traffic-related problems. As one of the tools of traffic calming and integrated local planning, it helps to moderate the effect of road traffic on the urban environment and urban lifestyles as well as contributing positively to local amenity, environment and transport objectives. This may invoke a wider range of policies and objectives beyond those specifically defined as traffic problems in order to achieve a more liveable community with the right human scale. In addition, many of the objectives of LATM (especially implicit objectives) cannot be dealt with solely by specifying technical criteria.

Thus LATM may be initiated on the basis of technical warrants or other council policies or both:

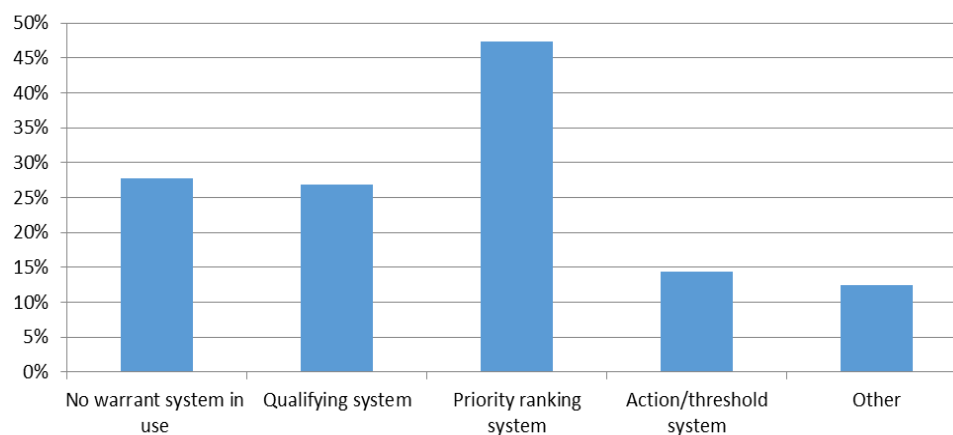


4.3 Warrant Systems in Use

A survey reported by O'Brien and Brindle (1999) found that practitioners in 69% of Australian local authorities that responded had some form of warrant or action criteria for LATM, and in one-third of these cases the warrants had been formally adopted by the local authority. A separate study by Damen (2007) of mostly metropolitan and regional local authorities in Australia and New Zealand revealed that approximately 80% had some form of warrant system that they use. Furthermore, 43% of those that responded always used one or more of the commonly adopted forms of warrant as summarised in this Guide, the priority ranking system being the most common type of warrant system used. A further 30% used these warrant systems less frequently, and 7% exclusively used some other form of warrant system. Later research by Damen and Ralston (2015) identified that nearly 30% of Australian and New Zealand local governments do not have an LATM warrant system currently in use, an increase of more than 10% relative to 2007, and closer to the 1999 result reported by O'Brien and Brindle. A graphical depiction of the frequency of use of each warrant system is given in Figure 4.1.

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Figure 4.1: Different LATM warrant systems used by local government



Source: *Damen and Ralston (2015)*.

Warrant systems found in practice fall into three broad groups based on the threshold or ranking approach, depending on the local need and situation:

- qualifying conditions to merit closer examination
- warrants expressed as acceptable thresholds of stated criteria
- warrants, usually expressed as points, to provide a basis for priority ranking.

A local road controlling authority may adopt any or all of these as a basis of its LATM decision making. A points system based on measures of critical variables relative to adopted threshold values is a widely used method of determining need and allocating priorities.

After noting the sorts of parameters used as warrant criteria in Section 4.3.1, the three types of warrant systems are discussed further under subsequent sub-headings.

Additional source material and more detail on this topic can be found in: Ewing (1999a: Chapter 8) for US practice; Hawley et al. (1993: A7.2, A7.3), Perone (1996), and Damen and Ralston (2015).

4.3.1 Warrant Criteria

Whatever system is used, the quantitative criteria (if not the threshold values) tend to be similar. A warrant system will typically include some or all of the following:

- traffic speed – usually in terms of 85th percentile and mean speed
- traffic volume – both in terms of vehicles per day and highest hourly volume
- crashes – over the most recent period that gives useable data (say, two-to-five years), taking separate account of fatalities, serious injuries and other related crashes; it may be appropriate to include unreported crashes where information is reliable
- presence of activity generators, buildings with a high sense of place, and/or sensitive land uses – specifically in terms of likely pedestrian and bicycle generation, impact on street amenity, and the requirements for people with disabilities.

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If data is available, other criteria may be included in the warrants system, such as:

- through traffic – as a proportion of total traffic
- commercial vehicles – as a proportion of total traffic
- bus routes – presence and frequency of service, both regular and school bus services
- noise – relative to adopted local standards.

Sometimes other information about the physical environment (such as road gradients, road widths and lengths, and available sight distances) as well as details about the level of social interaction in the street and the presence of local non-residential land uses is also taken into account. If level of service values are used then care needs to be taken not to double count.

Hawley et al. (1993) found from a survey of councils in four states that the need or opportunity for LATM was most commonly based on the vehicle collision record, followed by evidence of speeding, the amount of through traffic, the volume of community complaints and the level of pedestrian crashes. Representations by elected members ranked next followed by the level of truck intrusion and the concentration of pedestrian-generating land uses. The need to reconstruct the pavement was a lower-ranking criterion.

The later survey reported by O'Brien and Brindle (1999) found that speed was a criterion in 95% of the warrants used in practice, crashes in 93%, traffic volume in 93%, and consideration of land use in 68%. Just over half the jurisdictions included all four warrant criteria.

The scoring system may also be weighted by such subjective matters as (Lockwood 1997):

- local perception of the seriousness of the problem
- how long the problem has been before council
- the judgement of the staff involved about need and likely effectiveness of countermeasures
- likely costs and the funds available.

Local perception of the problem and level of community support for LATM action (percentage of residents or percentage of those responding) may be expressed in qualitative terms or as a measure such as: 'more than 50% of submissions support dealing with the issue'. Clearly, the nature and extent of the public education and consultation program that is followed will affect such a criterion.

4.3.2 Warrants Expressed as Qualifying Conditions

The simplest approaches to indicators of the need for action come in the form of a checklist or 'sieve' of conditions, some of which may be qualitative, that must apply in order for a street to qualify for closer inspection. This approach is compatible with a one-off, street-by-street approach to traffic calming but is also useable in area-wide LATM.

Such a checklist may include:

- character and function of street
- level of non-local traffic
- general speed limit
- traffic volumes and speeds
- street form and suitability for changes
- availability of lighting
- whether or not the street is important for access to an emergency facility

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- presence or absence of major traffic generators or non-residential uses
- whether or not the street is part of a bus route, bicycle route or bicycle desire line
- availability of crash data and/or field assessment
- presence of an existing or proposed precinct scheme or not
- effects and likely benefits of the scheme
- degree of local support.

Some councils have adopted a two-stage process, applying an initial sieve and then subjecting the more detailed proposal to a ranking process.

4.3.3 Warrants as Thresholds (Action and Investigation Warrants)

Even when expressed as implied absolute thresholds, warrants can take on different degrees of meaning. Reflecting the difference between planning (target condition) and deficiency (minimum acceptable) standards (Section 4.1) warrants may be defined as **action warrants** or **investigation warrants** (O'Brien et al. 1997).

Action warrants – warrants or criteria that state that an identified problem needs to be dealt with to bring the system up to the deficiency standard, if funds are available.

Investigation warrants – warrants or criteria that show that the system is operating below desirable standard and needs to be investigated and/or monitored. Investigation warrants imply a technical justification for action.

Not all problems identified by the community justify LATM action being taken. There is a gap between the levels of performance criteria that reflect values or expectations of at least some in the community (what could be termed the tolerance level), and the levels of performance at which the community as a whole is prepared to pay to address such problems. O'Brien et al. (1997) suggests that the wider the gap between action and investigation warrants, the more the community pressure is likely to exist on both politicians and officers to provide funds for treatment. Consequently there are levels of problem that the adopted criteria might reflect, as in Table 4.1.

Table 4.1: Levels of problem and likely responses

Problem level	Technical criteria	Response/action
Substantial problem (a deficiency)	Above the problem warrant level or threshold, i.e. fails the deficiency standard	The problem is significant enough to be included on a funded treatment program, in order of funding priorities
Acknowledged technical problem	Satisfies the deficiency standard but fails the desirable planning standard	Acknowledged problem justifying investigation, but not sufficient to attract funding in the short-term. Alternative (non-LATM) low-cost approach may be considered
Possible technical problem	Achieves the planning standard but conditions are perceived to be above tolerance levels for some in the community	There may be a problem, but not so serious as to attract funding, even in the longer-term. Alternative (non-LATM) low-cost approach may be considered
No agreed problem	Below majority tolerance levels and thus clearly achieves the planning standard although some negative community reports may occasionally occur	Unlikely to ever lead to LATM action

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It has been known since the work of Clark and Lee (1974) that there is an inter-relationship between traffic volume and speed underlying the perception of a problem in a street. Graphic combinations of speed and volume thresholds that indicate the transitions from no problem to problem to action required, based on a review of Australian practice, are suggested by O'Brien et al. (1997).

4.3.4 Warrants as Priority Ranking Systems

Given that LATM aims at improving the quality of a local street, on a number of criteria, some such as Lockwood (1997) and Kanely (1997) put a strong case for prioritising rather than relying on 'go/no go' technical warrants for LATM.

Many councils are finding that, despite having an LATM program that has run for many years, the number of candidate streets and projects is increasing. City of Knox (2002), for instance, reported that it would have taken 10 years funding at the current rate to deal with the top 10 ranking projects as at 2002. In addition, 26 candidate schemes then ranking above the notional threshold of acceptable conditions for local streets would require funding to be more than doubled if they were to be treated within 10 years.

As a result, a sieving or threshold warrant process as described above is often used to identify qualifying projects but some means of prioritising between projects is then required. On the basis of a review of warrants systems in use, O'Brien et al. (1997) concluded that:

The best warrants systems incorporate the following features:

- *a points scoring system which incorporates increments to reflect the magnitude of each criterion to determine priorities for traffic management*
- *a higher weighting is given to the more important criteria, typically traffic speed, crashes and adjacent land use activity*
- *different street types and classifications are scored differently for the same data*
- *both individual streets and local traffic areas can be treated and can be prioritised*
- *the system is readily understood and completely transparent*
- *the system allows for potential projects to be quickly identified or rejected with a cut-off point reflecting budget funding for the candidate sites*
- *the system incorporates flexibility to separately fund traffic management projects as part of street reconstruction, streetscape or urban renewal initiatives.*

Competing projects and areas can be ranked according to their totals of such points, and a threshold points value can be adopted to identify candidates for funding.

A council can use the points ranking system to evaluate the performance of its local street network and to reassess the level of funding it needs to make available for its LATM program if it wishes to retain the current standards it sets itself for safety and amenity in residential areas.

5. Community Participation and Information

5.1 The Role of Community Involvement in Establishing Needs

Many of the warrant criteria used to establish needs and priorities for LATM depend on inputs from the community and its representatives. Community consultation and participation therefore play a central role in establishing both needs and priorities for LATM. In Damen and Ralston (2015) it was shown that consultation with the community is the most widely used LATM process and it is used 94% of the time when considering LATM in Australia and New Zealand.

In its most passive form, community consultation can consist entirely of written and verbal complaints to council. At the other extreme, a fully participatory approach focussing on LATM within the context of the wider range of strategies for the community could be undertaken. This can be a time-consuming and expensive process and it might be more practicable to consider a broadly strategic approach using objective measures, supplemented by a community-driven identification of local problems. O'Brien and Brindle (1999, pp. 259) observed that community input in this process was more commonly directed at setting priorities rather than establishing absolute thresholds, although research into community perceptions and preferences does shed light on levels of community tolerance to various parameters.

Some councils with long and successful experience with LATM have found that it is not always essential, or even appropriate, to implement the full LATM consultation process described in this Guide. However, even when a local street treatment is installed to address a localised issue and is likely to have no traffic redistribution effects, some level of communication and explanation (at least to those whose access and movement will be affected) will usually be required.

There is a wide range of techniques and approaches to consultation and the participation process in traffic engineering and the broader responsibilities of councils. Users will need to consult the suggested sources for further and more detailed guidance.

Key sources on techniques and approaches to consultation on local traffic issues are: Main Roads WA (1990: Appendices D and E) and Noyes (1999). The broader tools and processes for consultation are discussed in Government of WA (2002).

5.2 Objectives and Benefits of Community Consultation in the LATM Process

The overall purpose of community participation is to implement an LATM scheme that meets the technical requirements while at the same time satisfying community concerns and wishes. Experience has demonstrated that where the community is consulted and involved in the development of an LATM scheme, the effectiveness of the scheme is improved, otherwise unforeseen impacts are avoided, and acceptance of the scheme by residents is far more likely.

Community consultation is required for two principal reasons. Firstly, LATM is primarily for the benefit of the local community. Therefore their concerns and preferences must be considered. Secondly, the resulting LATM scheme or specific traffic control devices can have a direct impact on residents, in some cases causing them inconvenience or possibly increasing traffic volumes on some streets. Only through on-going consultation are residents likely to understand and accept any undesirable effects and consequently accept the scheme.

Successful implementation of an LATM scheme may in fact hinge more on the process by which it is developed rather than the actual scheme that results. If residents have not been made aware of the problems the scheme is attempting to resolve, the objectives it is attempting to achieve, or the alternatives that were considered and rejected, they may focus on the more obvious inconveniences it may cause or consider the proposal as unnecessary and a waste of ratepayers' money. Their involvement in preparing the scheme can provide this awareness. Main Roads WA (1990, p. 19).

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The broad objectives (and benefits) of a participation program have been listed as follows (Main Roads WA 1990, p. 179):

- To establish better community understanding of the purposes, constraints and potential effects of LATM, the issues involved and to a lesser extent the planning procedures leading to an LATM scheme (i.e. educating the community, or information dissemination). This includes acquainting conflicting groups within the community of each other's viewpoint and explaining trade-offs.
- To create greater understanding among the responsible professionals of local characteristics, needs and aspirations (educating the professionals, or information gathering). Since problems may be overlooked or perceived differently by the practitioners, community participation invariably improves the quality and range of information available for making decisions.
- To provide an opportunity for community representation in the development and evaluation of alternative solutions, thereby producing the best possible plan and gaining support and commitment to implementation of the selected plan.
- To predict and resolve potential conflict and achieve equitable solutions. Although conflict may be over a few minor points, it can easily become the focus of attention and could threaten the whole outcome.
- To allow the community to share the decision-making in local matters as a means of improving relations between council and the community.

Community participation may start even before a decision has been made to consider an LATM study. Opportunities for participation occur at all stages of the LATM planning and investigation process, as shown in Table 5.1. The stages of the process relate to the headings used in Section 3.

Throughout the process, elected representatives, appointed local committees, and council staff have various roles to fulfil.

The roles of the various participants in the consultation process may include the following:

Elected representatives – municipal

- provide historical context and continuity between projects
- identify and involve key community individuals (opinion leaders)
- identify issues of concern to council
- obtain political support for the plan
- make the final formal decisions
- obtain funding for the plan implementation.

Elected representatives – parliamentary

- assist with wider political and policy support
- assist with funding from state sources, where available
- help to promote legislative change if needed.

Local committees

- present neighbourhood concerns, help to identify problems
- provide local knowledge, perhaps facilitate supplementary data collection
- create formal and informal personal links between the community, elected representatives and staff
- provide reactions to plans to assist in scheme development.

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Table 5.1: Community participation at each stage of the LATM process

Planning stage	Objectives of community participation at each stage
Stage 1: Initiating an LATM program	Seek input on needs and priorities. Obtain participation on wider planning policies to provide framework for LATM. Provide for community involvement in council's processes generally, including inputs from area and special interest groups.
Stage 2: (a) Data collection and problem identification	Inform the community that an LATM study is under way. Inform residents of scope of study and general nature of LATM. Identify community concerns and problem perceptions. Identify outstanding data requirements. Establish needs of special interest groups and users. Familiarise community with overall issues and problems. Assess and prioritise points of concern/conflict.
(b) Establishing objectives for the LATM scheme	Determine community priorities for objectives of an LATM scheme. Inform community of final objectives to be achieved. Obtain general agreement on objectives.
Stage 3: (a) Generating alternative LATM plans/strategies	Inform community of constraints on alternatives (technical, financial and legal). Obtain ideas and suggestions from the community. Obtain community reactions to draft alternatives. Identify and resolve points of conflict. Select set of technically-acceptable alternatives.
(b) Selecting and refining the final plan	Advise community of alternatives under consideration. Obtain the community's response to the alternatives. Draw out 'silent' residents. Determine compromises/trade-offs. Weigh up support and prioritise alternatives. Build consensus and commitment for a single plan. Inform community of selected plan.
Stage 4: Final design	Consult with residents adjacent to proposed traffic control devices to identify any constraints.
Stage 5: Implementing the scheme	Notify community of proposed works and interim impacts. Seek community cooperation during construction. Learn of unforeseen site-specific installation problems.
Stage 6: Monitoring and evaluation	Obtain community perceptions of built scheme. Learn of unanticipated undesirable impacts. Inform community of level of technical success of scheme.

Source: Based on MRWA (1990, Table D1).

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Council staff

- facilitate the process
- provide expertise and advice regarding potential LATM solutions
- draft the study terms of reference
- assemble all previous documentation on traffic issues in the area
- provide historical, legislative and regional contexts to the local issues
- manage the consultant (if applicable)
- identify the constraints and framework set by local planning schemes and transport plans
- provide a communication link with elected representatives
- bring knowledge and experience with LATM locally and in other places
- ensure all the required statutory inputs and advisory steps take place
- ensure compatibility with neighbouring conditions and plans
- provide reports and recommendations to council for decisions
- implement and monitor the plan.

5.3 Basic Requirements for Community Participation

The form of participation will vary from community to community, depending on local expectations and the complexity of local issues. Traffic engineering literature provides pointers on what to do and what to avoid when defining and implementing a community participation process (e.g. Main Roads WA 1990, p. 181; Noyes 1999). There are basic considerations that should be common to every approach:

- The consultation process should be continuous, from the very beginnings of the study when problems are brought to attention, through to the post-installation monitoring period. The nature of the process may, however, change through the process, according to the needs of the study at each point.
- The process should be outcome-driven. If all parties are not enthusiastically supporting a given proposal, explore other ways to achieve the desired outcomes.
- Identify all relevant stakeholders at the start, and make sure they are included when appropriate.
- Participation should be embraced enthusiastically as a means to improve outcomes, not be grudgingly undertaken as an obligation.
- The information presented needs to be understandable.
- Trade-offs and impacts should be explained. Most options will involve both direct and secondary impacts, some of which may be adverse.
- Good, two-way communications, exploiting all appropriate media, must be maintained.
- Contact personnel – both council and its agents, and those representing community groups – need to be identified.
- Community participants must have the confidence that their views are being heard and given proper consideration.
- The practitioner has a key role to play in contributing judgement and information when needed.
- Council and its staff must be alert to when it is important to step back and let the community speak, and when it is time to provide responses and information.

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- In particular, elected representatives may be best advised not to take a leading role in the formulation of schemes, but rather to act as facilitators of the participation process and otherwise remain separate from the process until it is time to make a decision.
- It is quite important that council technical staff provide the community and elected representatives with advice on the most appropriate technical solution taking into consideration the input received.

Additional source material and more detail on this topic can be found in: Ewing (1999a, pp. 164-8); Pak-Poy and Kneebone (1987: Chapter 5); Transportation Association of Canada (1998: Chapter 2). Additional guidance is provided in Commentary 17.

[\[see Commentary 17\]](#)

5.4 Potential Difficulties

There are some potential difficulties with community participation that the practitioner needs to be aware of and accommodate in the LATM process, such as the following (based on Main Roads WA (1990, p. 182)):

- Community participation demands additional time and resources. These should be budgeted for as part of the costs of the program and should result in better and more acceptable plans.
- The planning process and the decisions are exposed to public scrutiny. This means that there will be a greater demand for detailed information, and the practitioner has to explain or justify technical statements and judgements. While this may sometimes leave the practitioner feeling criticised and harassed, it could be expected to lead to a better-informed and more acceptable outcome.
- The scope for those more active and better-organised community groups to unduly influence the outcome is increased. This is less likely if the participation program encourages the more passive and unrepresented groups in the community also to provide input. Well-prepared but minority cases should not be allowed to have undue weight in the decision process.
- Some members of the community and perhaps even council may have unrealistic expectations of a community involvement program, believing that all conflict will be resolved. This may lead to disillusionment with the process in the community if disagreement remains, and a feeling among some councillors that LATM causes too much trouble. Community participation in LATM must be embarked upon with realistic and clearly stated expectations about the likelihood that some will take longer than others to come to accept the outcome.
- There is often conflicting input into the decision-making process. Decisions may be harder to make – but the end result should be more durable.
- Practitioners need to accept the validity of non-professional input, particularly on non-technical matters and the problems experienced or foreseen by residents in their living environments. Lay people may not always be able to come up with solutions, but they are generally experts on at least some aspects of the problems, and they are as familiar with the local area as are the practitioners.
- Practitioners should be particularly alert to the ‘myth of technically compelling solutions’ (Noyes 1999), which has its root in the belief that there is one superior solution to any problem. Even technically simple solutions to apparently simple problems may run into trouble with the community, and may have benefited from community input.

Despite these difficulties, the alternatives are likely to be worse: a well-conceived proposal may be rejected, or at least have difficulty in being implemented, if those affected feel they have not been adequately involved. Even a decision not to proceed with an LATM response to a traffic issue will require community involvement, because there has to be some form of agreement that the problem is either not as bad as previously thought, or can be dealt with in some other way, or simply that those affected can live with it.

5.5 Who Should be Involved?

Those who wish, or need, to be involved in an LATM study in one way or another will include:

- residents and property owners in streets that are or will be subject to changes
- residents and property owners in streets that feed into the streets to be changed
- residents of streets that may be subjected to displaced traffic
- other ratepayers who may feel disadvantaged (either in terms of equity or because they may believe that the project will reduce their mobility)
- local traders who may be affected
- local schools
- existing residents groups in the area
- local bicycle representative groups
- police, fire, and ambulance agencies
- adjacent municipalities
- bus operators in the area
- anti-traffic-control lobby groups
- state traffic and road safety agencies.

The geographic and interest spread of the participants may sometimes be a delicate matter. A judgement will need to be made as to which of the above are to be included in the participation process in a given study, and to what extent. Experience has shown that it is possible to allow a process for input from a wide range of people, some of whom may not be directly affected by the proposals, without necessarily involving them all in the development of alternatives and decisions about them.

In making this decision, consideration should be given to the relative merits of including the following types of groups in the decision-making and consultation process, and the degree to which each may be allowed to influence the outcomes:

- those affected by the present problems (e.g. residents in the problem streets, and cyclists' groups)
- those who may be disadvantaged by the proposed remedies, with little or no flexibility to avoid this disadvantage (e.g. residents in feeder or parallel streets, traders, bus operators, cyclists' groups)
- those who claim disadvantage but who can make choices to avoid it (e.g. 'rat-runners', overspill parkers)
- those with statutory responsibilities in the study area (e.g. state traffic and safety agencies)
- providers of emergency services
- other (commercial) service providers, especially large vehicle operators
- lobby and special interest groups.

LATM is not a 'democratic' matter in the sense that everyone has a right to have a vote on it, for at least two reasons. The opinions of those within the area directly under study could easily be swamped by those of people through the rest of the municipality, and their representatives on council. Furthermore, even within the study area, a truly equitable decision may mean that the needs of a small number of people who are likely to suffer most from whatever actions (or inaction) occur may outweigh the needs of the majority in the study area. Making this judgement rests ultimately with council.

Additional guidance is provided in Commentary 18.

[\[see Commentary 18\]](#)

6. Legal Aspects and Duty of Care

The legal responsibilities of practitioners fall into three broad categories:

- fulfilling statutory duties (where these **exist**) and statutory powers
- recognising/protecting the rights and responsibilities of road users and land owners
- fulfilling a generic (civil law) duty of care to road users.

With regard to LATM, legislation covering the powers and responsibilities varies between jurisdictions, and road agencies will need to carefully consider their obligations under any special approvals processes that may apply in their area.

In operational terms, the main legal concern relating to LATM (as in all management of the road system) has been **perceived** risk of litigation in the event of damage or injury sustained by a road user, where it is often alleged that the road agency has been negligent and failed in its duty of care.

However, the principle of LATM is well founded and the vulnerability of road agencies is often overstated. For example, it is reasonable to conclude that as a road agency looks to speed reduction measures to improve safety and reduce risk, that appropriately designed and implemented devices would improve overall safety. This conclusion is also based on the assumption that an informed driver will adopt behaviour consistent with that required or indicated by the altered road environment.

The test applied to road agency decisions and actions is one of reasonableness, i.e. if the road agency is able to demonstrate that it has reasonable systems in place when compared to peers (kindred organisations) and implements them and subsequent measures consistently, as well as making reasonable decisions based on the knowledge it has available at that time, then its potential liability (vulnerability) in a given situation is typically much reduced. It is also reassuring that a raft of changes to civil liability legislation around 2002–03 and fine tuning since have gone a long way to clarifying the obligations and liabilities of the road agencies in each jurisdiction.

Notwithstanding, it remains the case that actions brought against road agencies with respect to LATM tend to arise more from on-going maintenance issues at a specific site, rather than its design, detailing and introduction per se (although it should be noted that the consistency of introduction of a number of such treatments throughout a route or region may become of interest). Where faulty or inappropriate design is claimed, it tends to be for items such as inadequate stopping sight distances and poor sign placement, rather than the choice of the devices themselves. This emphasises the need for practitioners to apply their knowledge, skills and experience in following sound engineering design practices when inserting any treatment into a roadway.

Road agencies can improve the consistency of their performance and the outcomes achieved, and hence reduce their vulnerability to litigation by taking the following steps:

- Providing their officers with an awareness of infrastructure-related liability issues through training workshops or other knowledge transfer activities.
- Developing a policy that clearly states the support and reasons for the installation of LATM measures in principle and is widely disseminated.
- Conducting a thorough and well-documented (reasonable) **process** for each LATM scheme, including the need, objectives, alternatives considered (including the precedents set by provision at other sites), key decisions, effects anticipated, and the consultation undertaken.

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- Being aware of Australian and New Zealand standards and Austroads guidelines (including generic professional standards of practice in basic traffic engineering: sight distances, delineation, signs, etc.) when designing schemes. It is important to prepare and retain documentation on the design process, stating which standards and guidelines have been used, fine-tuned or not used, and how they have been considered locally for the site of interest. It is especially important to maintain a record of where any deviation occurs from the recommendations and/or requirements of technical standards and guidelines, and why deviation has been considered necessary. This is because in legal proceedings where the road agency cannot demonstrate which standards and guidelines have been considered and applied with respect to the local site and its unique characteristics then national/good/best practice documents will be viewed as the 'default' position and therefore, be a very good indicator of what the court will consider reasonable when assessing the case.
- Considering the **responses and behaviour** of reasonable drivers exercising ordinary care, and all other users of the street (including all groups who are mobility impaired).
- Considering how the proposed improvement will contribute to a Safe System at a location.
- Undertaking progressive **road safety audits** as part of a risk management strategy (*Guide to Road Safety Part 6*) provides further detail.
- Clearly and consistently **signing and marking measures** according to prevailing standards and practices in each jurisdiction. The design, form, signs and delineation of each treatment should clearly indicate both the presence and nature of the device, and communicate what is required of the road user. Again, where any deviation to prevailing standard and practices of the agency occurs, the deviation and the reason for it should be documented.
- Adequately **monitoring measures** after installation to identify potential risks, and modifying them if necessary to avert the danger. Where this is not immediately possible road users should at least be warned of the hazard. It should be clearly stated and understood who is responsible for the monitoring process and how and when it will be undertaken and recorded.
- Regularly **maintaining measures** to ensure that the scheme can continue to meet its objectives and that none of their features have deteriorated or been damaged to a state where they may have become unclear or dangerous (note that the agency is likely to have intervention levels/standards as a part of its network management/maintenance regime).
- Timely and reasonable attendance to known and reasonably foreseeable risks.
- Taking reasonable care to ensure that the scheme does not create, or contribute to, a foreseeable risk of harm to road users.
- Sufficiently **documenting** the key stages in the process and the reasons for decisions reached, to help demonstrate due care and competence.

A reasonable effort should be made to anticipate the speed effects of the installation through the application of Safe System and speed-based design principles, and the likely approach speeds at each device by a reasonable driver relative to the operating speed of the device, i.e. the speed differential. Given what is known about the tendency for speeds between widely-spaced devices, and the cautions in the literature (including AS 1742.13) against widely-spaced and isolated devices, practitioners are advised to exercise great care in locating and installing obstructive devices significantly further than 120 m from any other device or other slow-speed point in the street.

In New Zealand, road agencies do not typically come under the same scrutiny for their actions as their Australian counterparts, due to differences in civil liability legislation. However, a safety management system has been introduced and the Safe System adopted to ensure that safety is considered in all network management activities. Risk management can range from simple review processes through to highly complex and formalised procedures. The responsible agency and its professional officers must decide what is the appropriate type and level of risk management to apply in each case.

Further background and detail on this topic can be found in the Austroads (2012) *Managing Asset Management Related Civil Liability Risk*.

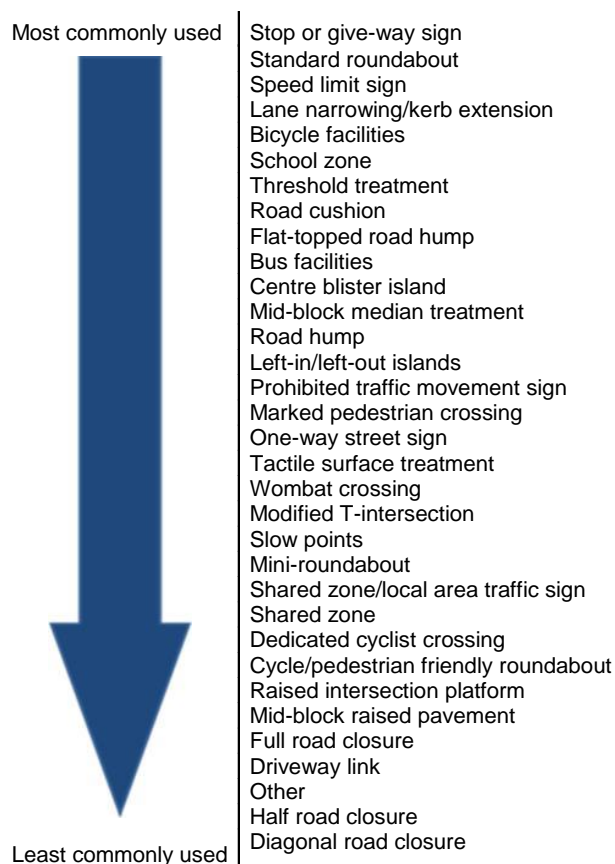
7. Selection of LATM Devices

7.1 LATM Device Toolkit

There are a range of LATM devices that can be used for different purposes and situations.

Figure 7.1 includes a list of LATM devices in common use by local government authorities in Australia and New Zealand, ranging from the most commonly used device and descending to the least commonly used device. This information provides a good indication of the popularity and breadth of application of different LATM devices, and may be useful as a measure of the amount of experience within the industry in their design and construction. It should be highlighted that the frequency of use of particular devices should not be a major determinant in the selection of an LATM device for a specific location. Instead, each treatment should be assessed for its effectiveness and appropriateness for the situation in which it is being used, as part of a whole of street or whole of area wide implementation.

Figure 7.1: LATM devices commonly used by local governments



Source: Damen and Ralston (2015).

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Table 7.1 lists each device in the LATM toolkit and outlines their relative uses based on previous research and current Australian and New Zealand practice.

Table 7.1: Description and use of LATM devices

Measure		Reduce speeds	Reduce traffic volume	Reduce crash risk	Increase pedestrian safety	Increase bicycle safety
Vertical deflection devices (Section 7.2)	Road humps	✓	✓	✓	–	–
	Road cushions	✓	✓	✓	–	✓
	Flat-top road humps	✓	✓	✓	–	✓
	Wombat crossings	✓	✓	✓	✓	✓
	Raised pavements	✓	✓	✓	–	✓
Horizontal deflection devices (Section 7.3)	Lane narrowings/kerb extensions	✓	–	–	✓	–
	Slow points	✓	✓	–	–	–
	Centre blister islands	✓	✓	–	✓	–
	Driveway links	✓	✓	–	✓	✓
	Mid-block median treatments	✓	–	✓	✓	✓
	Roundabouts	✓	✓	✓	–	–
Diversion devices (Section 7.4)	Full road closure	–	✓	✓	✓	✓
	Half road closure	–	✓	✓	✓	✓
	Diagonal road closure	–	✓	✓	✓	✓
	Modified T-intersection	✓	✓	✓	✓	✓
	Left-in/left-out islands	–	✓	✓	✓	–
Signs, linemarking and other treatments (Section 7.5)	Speed limit signs	✓	–	✓	✓	✓
	Prohibited traffic movement signs	–	✓	✓	–	✓
	One-way (street) signs	–	✓	✓	✓	–
	Give-way signs	✓	✓	✓	✓	✓
	Stop signs	✓	✓	✓	✓	✓
	Shared zones	✓	✓	–	✓	✓
	School zones	✓	–	✓	✓	✓
	Threshold treatments	✓	✓	✓	–	✓
	Tactile surface treatments	✓	–	–	–	–
	Bicycle facilities	–	–	✓	–	✓
	Bus facilities	–	✓	–	–	–

Guidance on the advantages/disadvantages and application of each commonly used device in the LATM toolkit to address specific problems and issues is given in the following sections. Additional information on the speed and safety impacts of some of these devices is given in Commentary 21.

[\[see Commentary 21\]](#)

Nomenclature used to describe the different devices and their component parts varies quite considerably across Australia and New Zealand. To overcome this issue, the terminology adopted by the Australian Standard has generally been applied, but not exclusively so.

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It should be noted that linemarking and signs shown in the New Zealand examples included in this section may not be consistent with Australian Standards or practice. Likewise, the Australian examples that have been used may not be consistent with New Zealand Standards or practice. In all cases the Standards and practices applicable in the relevant jurisdiction should be observed.

7.2 Vertical Deflection Devices

Vertical deflection devices force vertical changes in the ride alignment or travel path of a vehicle introduced as the result of a physical feature of a roadway. This deflection generally achieves a reduction in vehicle speeds as drivers attempt to avoid discomfort when travelling over the LATM measure. As a general rule LATM devices should not be placed at locations on roads with a longitudinal gradient of more than 10%. Refer to Section 8.6 for more information on gradients.

7.2.1 Road Humps

Description of road humps

A road hump is a speed reduction device in the form of a raised curved profile extending across the roadway. Road humps are typically 70 to 120 mm high with a total length of 3 to 4 m. On bus routes and cycle routes a hump height of 75 mm or less and a hump length of at least 3.7 m is recommended. The two main types of road hump are the sinusoidal profile hump and the Watts profile hump. The sinusoidal profile hump is more sympathetic to cyclists while the Watts profile hump has greater effect on drivers. The typical dimensions of the two different profiles are illustrated in Figure 7.3.

Careful consideration should be given to the location and design of road humps before committing to their implementation as they are the most often complained about device currently used in Australasia (Damen 2003; 2007). Vehicle speeds can be significantly reduced when they are correctly placed and designed. They should be installed at right angles to the direction of travel and should extend as close to the kerb as possible allowing sufficient opening for drainage. Road humps should be clearly visible to approaching drivers, illuminated by adequate street lighting, and enhanced by the use of signs, pavement markings, and other delineation. Road humps are a whole-of-street treatment and more than one road hump may be needed where speed reduction is required over the entire length of the street. The spacing of further road humps should be as uniform as possible allowing for side roads and vehicle crossings. Spacing of devices should not be less than 80 m and generally not more than 120 to 150 m. Consideration also needs to be given to maintaining drainage paths and providing bypasses for bicycles.

Temporary road humps can also be employed as a short-term measure during special events or to temporarily modify traffic patterns. This practice should be adopted with care because temporary treatments are often unexpected and may introduce additional safety problems (refer to Section 3).

Austroroads (2009b) suggests that road humps produce an 85th percentile speed reduction of 45% at the treatment and 21% at the midpoint between treatments.

[\[see Commentary 19\]](#)

Application of road humps

It is appropriate to use road humps:

- where there is a need to reduce vehicle speeds
- where there is adequate street lighting to maximise visibility
- at mid-block locations
- on streets with relatively low traffic volumes
- on streets with a low speed environment (less than 60 km/h).

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It is inappropriate to use road humps:

- on streets without adequate street lighting
- where property access may be significantly affected
- on bends or crests or other locations where sight distance is insufficient
- at intersections
- on bus and designated cycle routes unless an acceptable sympathetic design is used
- on streets with a high commercial traffic content (unless the aim is to divert this type of traffic)
- where access by emergency vehicles would be adversely affected.

Advantages of road humps

The advantages of road humps include:

- a significant reduction in vehicle speeds in the vicinity of the device
- a significant reduction in road crashes
- their relatively low cost to install and maintain
- they discourage through traffic
- when used in a series they regulate speeds over the entire length of the street
- they can be designed to limit discomfort to cyclists.

The effectiveness of road humps can be increased when used in combination with:

- kerb extensions/lane narrowings
- median treatments.

Disadvantages of road humps

The disadvantages of road humps include:

- traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles (Bendtsen & Larson 2001)
- they may divert traffic to nearby streets without LATM measures
- they are uncomfortable for vehicle passengers and cyclists
- they may adversely affect access for buses, commercial vehicles and emergency vehicles
- they can impact on passenger comfort when used on bus routes.

[\[see Commentary 17\]](#)

Examples of road humps

Examples of road humps are shown in Figure 7.2. Typical dimensions for sinusoidal and Watts profile humps are given in Figure 7.3.

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Figure 7.2: Examples of road humps



City of Bayside, Victoria



City of Christchurch, New Zealand

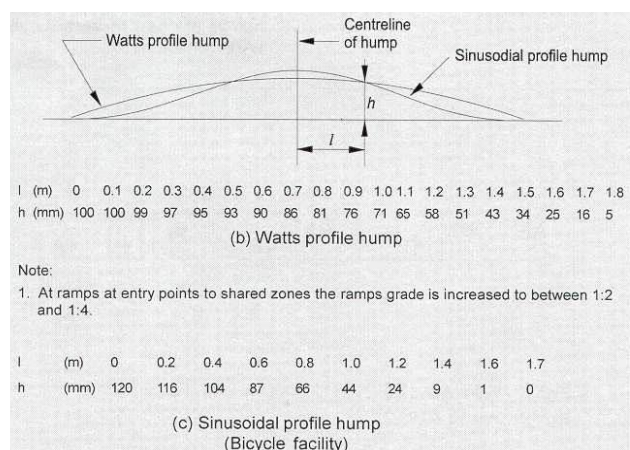


City of Vincent, Western Australia



City of Yarra, Victoria

Figure 7.3: Typical dimensions of the different profile road humps



Source: VicRoads (2014).

7.2.2 Road Cushions

Description of road cushions

A road cushion is another form of road hump that occupies only a part of the roadway. It is designed to be more sympathetic to cyclists, buses, and commercial vehicles than a standard full-width road hump.

Road cushions should have minimum gaps of 750 mm between the base of the cushions and kerb and also between adjacent cushions to accommodate cyclists, etc. Cushions should generally be constructed 3.0 m long and 1.6 to 1.9 m wide with a height of 70 to 80 mm. The narrower 1.6 m wide cushions are generally more acceptable on bus routes (to allow buses to straddle the cushions) but are likely to be less effective in reducing the speed of cars than the wider versions.

Road cushions can also be employed as a short-term measure during special events or in roadworks zones. As with the application of temporary road humps, the practice of using these devices as temporary treatments should be adopted with care because their use may be unexpected and it may introduce additional safety issues (refer to Section 3).

The most common forms of road cushion are those made from moulded rubber segments but they can also be constructed from other material such as concrete or asphalt. In all cases the colour of the cushions should contrast with the adjacent street surface. Where linemarking is used for this purpose it should be consistent with relevant Australian and New Zealand standards.

Application of road cushions

It is appropriate to use road cushions:

- where there is a need to reduce vehicle speeds
- where there is adequate street lighting to maximise visibility
- at mid-block locations
- on streets with relatively low traffic volumes
- on streets with a low speed environment (less than 60 km/h).

It is inappropriate to use road cushions:

- on streets without adequate street lighting
- where property access may be significantly affected
- on bends or crests or other locations where sight distance is insufficient
- at intersections
- where access by emergency vehicles would be adversely affected.

Advantages of road cushions

The advantages of road cushions include:

- a reported 27% reduction in 85th percentile vehicle speeds in the vicinity of the device
- when used in a series they regulate speeds over the entire length of the street
- they are relatively low cost to install and maintain
- they discourage through traffic
- they do not restrict or discomfort cyclists
- they can be designed so that they do not inconvenience buses, commercial vehicles, etc.

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Disadvantages of road cushions

Some disadvantages of road cushions include:

- the traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles and their goods
- they are less effective in slowing vehicles with a wide track
- they are less effective in slowing motorcyclists
- they can prevent cyclists using kerbside gaps on on-street parking
- drivers can reduce their effect by traversing the cushions with only two wheels.

Examples of road cushions

Examples of road cushions are illustrated in Figure 7.4.

Figure 7.4: Examples of road cushion



City of Gold Coast, Queensland



City of Banyule, Victoria



City of Banyule, Victoria



City of Marion, South Australia

7.2.3 Flat-top Road Humps

Description of flat-top road humps

A flat-top road hump or raised table is a raised surface approximately 75–100 mm high and typically with a 2 to 6 m long platform ramped up from the normal level of the street. The raised section (or platform) is flat instead of being curved as is the case with a (round profile) road hump described in Section 7.2.1. Where it is acceptable to install this device on bus routes, a minimum platform length of 6 m, a platform height of 75 mm, and a ramp gradient of 1:20 is recommended. Where the platform extends more than 6 m in length the device is likely to function as a raised pavement (see Section 7.2.5).

Devices should be clearly visible to approaching drivers, illuminated by adequate street lighting, and enhanced by the use of signs, pavement markings, and other delineation. They should be installed at right angles to the direction of travel and should extend as close to the kerb as possible allowing sufficient opening for drainage. Flat-top road humps are a whole-of-street treatment and more than one device may be needed where speed reduction is required over the entire length of the street. The spacing of further devices should be as uniform as possible allowing for side roads and vehicle crossings. Consideration also needs to be given to providing bypasses for bicycles where the situation warrants it. Flat-top road humps with ramp gradients of 1:15 to 1:20 are generally regarded as bicycle friendly.

It should be noted that the sharper the ramp gradients and the higher the platform used, the greater the speed-reducing impact of the device. Any easing of ramp gradients to be more sympathetic to bicycles and buses may need to be balanced against the extent of speed reduction that is required.

Care needs to be taken not to locate flat-top road humps in the vicinity of pedestrian thoroughfares, as pedestrians may incorrectly perceive the presence of such a device as a pedestrian crossing. Kerb ramps and pedestrian refuges should not be incorporated in the design and pedestrian footpaths should be physically separated from the device through the application of landscaping or other means. Use of special colours on the platform may also be inappropriate where priority is unclear. Where the design of flat-top road humps cannot meet these requirements, e.g. at intersections, alternative options should be considered that better cater for the pedestrian crossing function. Refer to the sections on pedestrian crossings, threshold treatments, and wombat crossings for more guidance.

Brick pavers are the most common form of material for platform construction although coloured asphalt is also often used. In either case, the surface treatment should contrast with the adjacent road-building material and be linemarked in accordance with relevant Australian and New Zealand standards to increase the visibility of the device. It is desirable that ramps are constructed from concrete to minimise shoving, scraping, and other surface deformation although asphalt is also suitable.

Austrroads (2009b) suggests flat-top road humps produce an 85th percentile speed reduction of 24% at the treatment.

Application of flat-top road humps

It is appropriate to use flat-top road humps:

- where there is a need to reduce vehicle speeds
- where there is adequate street lighting to maximise visibility
- at mid-block locations
- on streets with relatively low traffic volumes
- on streets with a low speed environment (less than 60 km/h).

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It is inappropriate to use flat-top road humps:

- on streets without adequate street lighting
- where property access may be significantly affected
- on bends or crests or other locations where sight distance is insufficient
- at intersections (see Section 7.2.5)
- on bus and designated cycle routes unless an acceptable sympathetic design is used
- on streets with a high commercial traffic content (unless the aim is to divert this type of traffic)
- where access by emergency vehicles would be adversely affected
- on undivided streets wider than two lanes
- where there are high volumes of pedestrians (i.e. a thoroughfare) and priority is unclear.

Advantages of flat-top road humps

The advantages of flat-top road humps include:

- a significant reduction in vehicle speeds in the vicinity of the device
- a significant reduction in road crashes
- they are relatively low cost to install and maintain
- they may discourage through traffic
- when used in a series they regulate speeds over the entire length of the street
- they can be designed to limit discomfort to cyclists.

The effectiveness of flat-top road humps can be increased when used in combination with:

- kerb extensions/lane narrowings
- median treatments.

Disadvantages of flat-top road humps

The disadvantages of flat-top road humps include:

- the traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles and their goods
- they may divert traffic to nearby streets without LATM measures
- they are uncomfortable for vehicle passengers and cyclists
- they may adversely affect access for buses, commercial vehicles and emergency vehicles.

Examples of flat-top road humps

Examples of flat-top road humps are illustrated in Figure 7.5. Typical dimensioned details are given in Figure 7.6.

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Figure 7.5: Examples of flat-top road humps



City of Christchurch, New Zealand



City of Gold Coast, Queensland

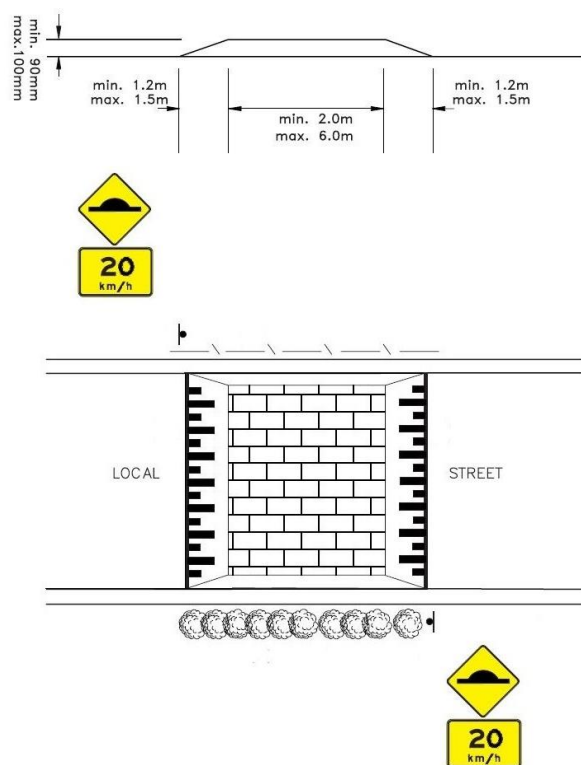


City of Hobart, Tasmania



City of Brisbane, Queensland

Figure 7.6: Indicative dimensions of a flat-top road hump



Source: Based on AS 1742.13 – 2009 and RTA (2011).

7.2.4 Wombat Crossings

Description of wombat crossings

Wombat crossings are generally of the form of flat-top road humps with a pedestrian crossing on the raised flat surface and in some jurisdictions flashing amber lights. Although similar to a flat-top road hump, wombat crossings give priority to pedestrians while flat-top road humps do not. While wombat crossings may be installed at locations where there is a need to give pedestrians priority to safely cross the road, in the context of LATM, they should always be installed as part of a whole of street treatment.

The minimum length of the device **including ramps** is 6 m (platform = 3.6 m long) and the desirable height of the platform is 100 mm. Where it is acceptable to install this device on bus routes, a minimum 9 m long device (platform = 6 m long), a 75 mm high platform, and ramps with a gradient of 1:20 are recommended. Where buses do not regularly use a street, and it is acceptable to bus operators, a higher (e.g. 100 mm) and a shorter platform may be justified (e.g. 4.5 m long). Wombat crossings with ramp gradients of 1:15 to 1:20 are generally regarded as bicycle friendly.

It should be noted that the sharper the ramp gradients and the higher the platform used with the device the greater the speed-reducing impact. Any easing of ramp gradients to be more sympathetic to bicycles and buses may need to be balanced against the extent of speed reduction that is required.

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Kerb extensions and/or mid-block islands should be considered where lane widths are in excess of 4 m to increase pedestrian visibility and decrease exposure time. Devices should be clearly visible to approaching drivers, illuminated by adequate street lighting, and enhanced by the use of signs, pavement markings, and other delineation. Both side ramps should be delineated with piano markings in Australia whereas in New Zealand white triangles are used. Care needs to be taken to ensure that the height of the platform is consistent with the height of the adjacent footpath and is flush for the full width so that tripping and swerving hazards are not introduced. Consideration also needs to be given to maintaining drainage paths and providing bypasses for bicycles where the situation warrants it.

A variation to the standard form of device is where an at-grade pedestrian crossing is installed (or retained) with two flat-top road humps placed at a set distance either side of the marked crossing. This variation creates a physical entry and exit treatment to the speed zone. It is predominantly used where sight distances to the marked crossing are poor and it is necessary to reduce the approach speeds of vehicles before they reach it. It is stressed that this form of treatment is not generally desirable and if other options exist that have the potential to address the problem (e.g. relocate the crossing or increase the sight distance) then they should be adopted in preference.

An important factor is the choice of materials. Brick pavers are a common platform construction material but it has been found that they do not provide sufficient contrast after a period of use for the crossing markings to be clearly seen. This is largely due to the movement of the pavers causing the accelerated deterioration of the markings. Consequently, black or coloured asphalt is a more effective contrasting material to the white paint used for the pedestrian crossing.

Application of wombat crossings

It is appropriate to use wombat crossings:

- where pedestrian crossings are needed
- where there is a need to reduce vehicle speeds at a pedestrian crossing
- on one-lane (one-way) and two-lane streets
- at mid-block locations, especially at or near schools
- on streets with low speed (less than 60 km/h) and traffic volume environments
- where there is adequate street lighting to maximise visibility.

It is inappropriate to use wombat crossings:

- on streets without adequate street lighting
- where property access may be significantly affected
- on bends or crests or other locations where sight distance is insufficient
- on bus and designated cycle routes unless an acceptable sympathetic design is used
- where access by emergency vehicles would be adversely affected
- on undivided streets wider than two lanes.

The effectiveness of wombat crossings as an LATM device can be increased when used in combination with kerb extensions/lane narrowings, median treatments, flashing amber lights, and other whole of street treatments.

Pedestrian crossing linemarking is essential requirements to legally define a wombat crossing. Refer to Australian Standard AS 1742 – Set: 2014 for specific guidance on the appropriate use of signs and linemarking for wombat crossings.

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Advantages of wombat crossings

The advantages of wombat crossings include:

- a significant reduction in vehicle speeds and crashes
- a relatively low cost to install and maintain
- a possible reduction in traffic volumes due to lower speeds and longer travel times
- they may discourage through traffic
- they reduce vehicle-pedestrian conflicts
- they provide a designated crossing place for pedestrians.

Disadvantages of wombat crossings

The disadvantages of wombat crossings include:

- the traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles and their goods
- they may divert traffic to nearby streets without LATM measures
- they are uncomfortable for vehicle passengers and cyclists
- they may adversely affect access for buses, commercial vehicles and emergency vehicles
- they require more attention to road drainage.

Examples of wombat crossings

Examples of wombat crossings are shown in Figure 7.7. Typical dimensioned details are given in Figure 7.8.

Figure 7.7: Examples of wombat crossings



City of Knox, Victoria

City of Leichardt, New South Wales

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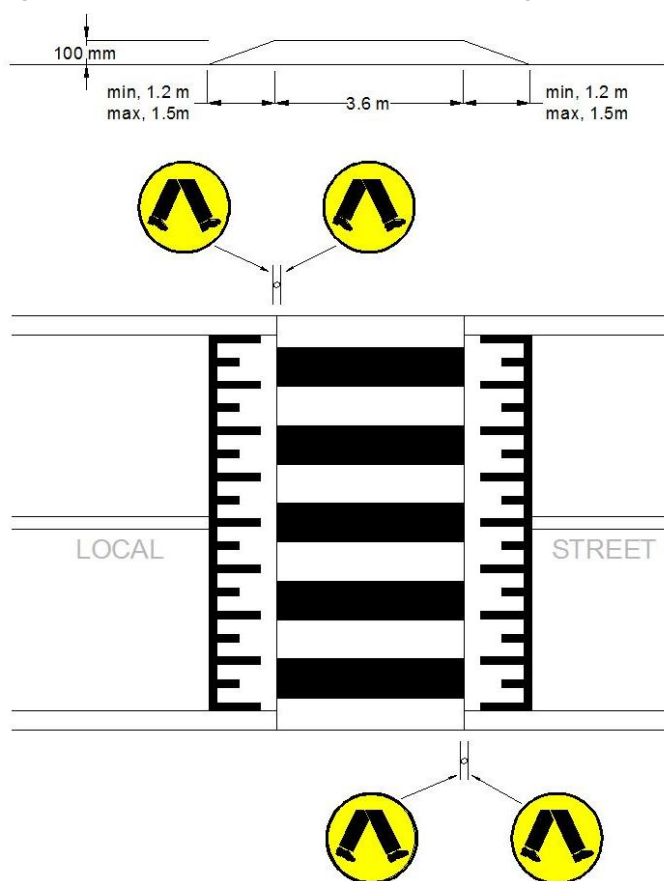


City of Glenorchy, Tasmania



Brisbane Airport, Queensland

Figure 7.8: Indicative dimensions of a wombat crossing



Source: Based on AS 1742.13 – 2009 and RTA (2011).

7.2.5 Raised Pavements

Description of raised pavements

A raised pavement is a raised section of roadway approximately 90 to 100 mm high ramped up from the normal level of the street with a platform extending over more than a standard car length (at least 6 m but typically more). It can be located either mid-block or cover the entire intersection.

It differs from a flat-top road hump both in terms of dimension and functionality. The raised pavement is longer than a flat-top road hump and is different in that it allows a vehicle to bring both sets of wheels up onto the platform at the same time. Flat-top road humps have more of a pitching action as one set of wheels comes up onto the platform and the other set goes down; this does not occur with raised pavements. Instead, the vertical deflection is generally less severe. Consequently, speed reduction may not be as substantial as with flat-top road humps although the zone of influence may extend over a longer street section.

The extent of speed reduction that can be derived from this device is determined by the gradient and height of the ramp sections. A gradient of 1:12 is most commonly adopted in Australia and New Zealand. Steeper ramp gradients, which provide greater speed reducing benefits, can be employed. However, care should be taken to ensure that the ramp transition is not so severe that it will cause vehicles to bottom out. Raised pavements with ramp gradients of no more than 1:15 are generally regarded as bicycle friendly and 1:20 as bus friendly.

Similarly to flat-top road humps, raised pavements should be clearly visible to approaching drivers, illuminated by adequate street lighting, and enhanced by the use of signs, pavement markings, and other delineation. Consideration should be given to drainage paths but in doing so care should be taken that devices do not create a hazard for cyclists.

Where raised pavements are located at intersections, they should not extend into or beyond the throat of the intersection or across any other area where pedestrians would normally cross as they may incorrectly perceive the raised and/or coloured features of the device as giving them priority over vehicles. Kerb ramps and pedestrian refuges should be set back from the edge of this device a minimum of 1 m for the same reason.

The study by Webster and Layfield (1996) showed that there was little difference in the speed reduction effectiveness between 75 and 100 mm high raised pavements. Platform length was noted to have a small influence on speed, with speed being higher with a longer platform.

Application of raised pavements

It is appropriate to use raised pavements on streets:

- where there is a need to reduce vehicle speeds
- where there is adequate street lighting to maximise visibility
- on streets with a low speed environment (less than 60 km/h).

It is inappropriate to use raised pavements:

- on streets without adequate street lighting
- where property access may be significantly affected
- on bends or crests or other locations where sight distance is insufficient
- on bus and designated cycle routes unless an acceptable sympathetic design is used
- where access by emergency vehicles would be adversely affected
- on undivided streets wider than two lanes
- where there are high volumes of pedestrians (i.e. a thoroughfare) and priority is unclear.

Advantages of raised pavements

The advantages of raised pavements include:

- a significant reduction in vehicle speeds in the vicinity of the device
- they may discourage through traffic
- they can be used as a form of threshold treatment
- they can highlight the presence of an intersection
- when used in a series they will regulate speeds over the entire length of the street.

Disadvantages of raised pavements

The disadvantages of raised pavements include:

- the traffic noise level may increase just before and after the device due to braking, acceleration and the vertical displacement of vehicles and their goods
- they may divert traffic to nearby streets without LATM measures
- they are uncomfortable for vehicle passengers
- they may adversely affect access for buses, commercial vehicles and emergency vehicles
- they require care that ramp markings are not confused with intersection control markings when located at an intersection.

Examples of raised pavements

Examples of raised pavements are illustrated in Figure 7.9.

The following additional source material is recommended for reference on this topic: Austroads (2009b), Brindle et al. (1997), Smith et al. (2002) and Webster and Layfield (1996).

Figure 7.9: Examples of raised pavements



City of Subiaco, Western Australia



City of Gold Coast, Queensland

*City of Christchurch, New Zealand**City of Charles Sturt, South Australia*

7.3 Horizontal Deflection Devices

Horizontal deflection devices are designed to change the horizontal course or path of a vehicle as the result of a physical feature of a roadway. This deflection generally discourages short-cutting or through traffic to a varying extent and may achieve a significant reduction in traffic volume, speed and conflicts.

Horizontal deflection devices should be clearly visible to approaching drivers, illuminated by adequate street lighting and enhanced by the use of signs and other linemarking if necessary. The manoeuvring of large vehicles should be determined by using relevant turning templates. Consideration needs to be given to maintaining drainage paths and where possible, providing bypasses for bicycles.

7.3.1 Lane Narrowings/Kerb Extensions

Description of lane narrowings/kerb extensions

Lane narrowings involve the narrowing of the trafficable carriageway to reduce speeds, improve delineation and to minimise pedestrian crossing distances (and therefore exposure to conflict). It is generally done by extending the kerbs inwards or via other forms of kerb modifications but it can also be achieved through the introduction of on-street parking. When designing these devices, careful consideration should be given to the need for bicycles to pass clear of the extension either adjacent to the traffic lane or via other means, taking into account the likely risks to cyclists, the demand for cycling at the treatment location, and issues relating to site constraints. Kerb extensions should be clearly visible by approaching drivers, illuminated by adequate street lighting and enhanced by the use of signs and road marking. Careful consideration should be given to maintaining drainage paths without creating a potential hazard to cyclists and pedestrians.

Application of lane narrowings/kerb extensions

It is appropriate to use lane narrowings/kerb extensions in:

- commercial areas
- low-speed residential environments.

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It is inappropriate to use lane narrowings/kerb extensions:

- where the kerbside lane is required for traffic
- in locations with limited sight distance
- in streets without adequate street lighting
- where the narrowing is such that it will pose a difficulty to buses and cyclists on fixed routes.

The effectiveness of lane narrowings/kerb extensions can be increased when used in combination with:

- median treatments including splitter islands
- flat-top road humps/wombat crossings/raised pavements
- road humps/cushions
- roundabouts.

Advantages of lane narrowings/kerb extensions

The advantages of lane narrowings/kerb extensions include:

- a shorter crossing distance for pedestrians
- they may improve the visibility of pedestrians and vehicles
- a reduction in vehicle speeds, particularly on curvilinear alignments
- relatively low cost
- to delineate and protect parking spaces
- providing an opportunity for landscaping
- they have relatively little effect on emergency vehicles
- significantly less disruptive to local traffic than some other forms of LATM devices that are more severe in their design.

Disadvantages of lane narrowings/kerb extensions

The disadvantages of lane narrowings/kerb extensions include:

- they may reduce the amount of available kerbside parking
- bicycle lanes may be difficult to accommodate
- drivers may mistake an empty kerbside parking lane for a traffic lane
- they may introduce squeeze points and increase the conflict between motor vehicles and cyclists
- they are less effective than many other horizontal displacement devices in reducing speeds
- parking manoeuvres may be difficult on heavily trafficked streets
- they may increase congestion.

Examples of lane narrowings/kerb extensions

Examples of lane narrowings/kerb extensions are illustrated in Figure 7.10.

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Figure 7.10: Examples of lane narrowings/kerb extensions



City of Yarra, Victoria



Town of East Fremantle, Western Australia



City of Glenorchy, Tasmania



City of Mitcham, South Australia

7.3.2 Slow Points

Description of slow points

A slow point is a series of kerb extensions on alternating or opposite sides of a roadway, which narrow and/or angle the roadway. Slow points are intended to reduce vehicle speeds. Slow points can be either one or two lanes wide and can be angled. In a two-lane slow point, a median island is generally very effective in separating opposing traffic. This will also provide a greater visual restriction and it can be used as a pedestrian refuge if designed appropriately.

Application of slow points

It is appropriate to use slow points on local streets where:

- vehicle speeds are considered excessive
- there is a high proportion of through traffic
- the resulting traffic volume will be low (not more than 1000 vehicles per day) otherwise congestion and crash risk may increase.

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It is inappropriate to use slow points:

- on bus routes
- at locations where the resulting sight distance to the device will be inadequate
- on streets with a high connective role in the local street network
- on streets where on-street parking is in short supply and its removal will significantly impact on adjacent properties (e.g. where they do not have access to off-street parking)
- routes leading to emergency facilities, e.g. a hospital
- streets where there is a high number of commercial vehicles (unless the aim is to divert this type of traffic).

When designing slow points the following should be considered:

- design for a maximum speed through the device of 10–20 km/h
- a lane width between 2.8 and 3.0 m should be maintained through the device
- deflection angles may be varied in the range of 10° to 30° depending on the level of control required
- raised kerb returns should be provided to redirect vehicles away from parked cars, pedestrian paths, bicycle bypasses, and adjacent properties
- on-street parking should be considered in the design to ensure the device remains clear at all times at the entry and exit of the device
- adjacent driveways should be taken into account
- an appropriately designed bicycle bypass may be provided, based on an assessment of relative risk and demand for cycling, so long as it does not compromise the speed reduction benefits of the design
- the device should be lit and signed to the appropriate standard.

The effectiveness of slow points can be increased when used in combination with lane narrowings, median treatments, centre blister islands and threshold treatments.

Austrroads (2009b) suggests slow points produce an 85th percentile speed reduction of up to 34% at the treatment.

Advantages of slow points

The advantages of slow points include:

- a reduction in vehicle speeds in the vicinity of the device and when used in a series, speeds are reduced over the length of the street
- a significant reduction in road crashes
- they may provide pedestrians with a shorter distance to cross the street
- they discourage through traffic
- they impose minimal inconvenience on local residents
- they can provide a landscaping opportunity.

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Disadvantages of slow points

The disadvantages of slow points include:

- they may restrict emergency vehicles and buses
- possible increase in traffic noise
- they will require the removal of on-street parking
- with one-lane devices, confrontations between opposing drivers may occur when arriving simultaneously and it may be unclear who should give way
- they can be hazardous for cyclists if they are not catered for in the design
- landscaping needs to be maintained so as not to reduce visibility.

Two-lane slow points are usually less effective than one-lane slow points in controlling speeds and providing an adequate visual obstruction.

Examples of slow points

Examples of one-lane slow points are illustrated in Figure 7.11 and two-lane slow points in Figure 7.12. A diagrammatic illustration of the two types of angled slow point is provided in Figure 7.13.

Figure 7.11: Examples of one-lane slow points*City of Prospect, South Australia**City of Christchurch, New Zealand**City of South Perth, Western Australia**City of Prospect, South Australia*

Figure 7.12: Examples of two-lane slow points

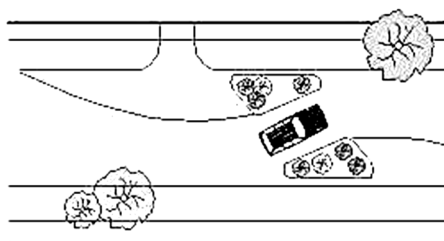


City of South Perth, Western Australia

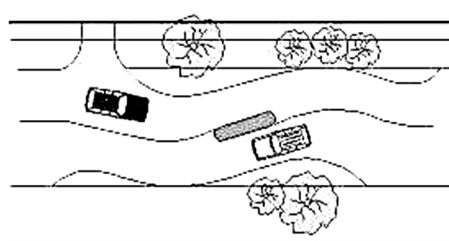


City of Stirling, Western Australia

Figure 7.13: Two main types of angled slow point



Single laned angled slow point



Two lane angled slow point

7.3.3 Centre Blister Islands

Description of centre blister islands

A centre blister is a concrete island positioned at the centreline (median) of a street that has a wide oval plan shape that narrows the lanes, diverts the angle of traffic flow into and out of the device, and can be used to provide pedestrians with a refuge. They are a variation of a slow point. Often they incorporate kerb extensions particularly if the carriageway is wide. Where they are used as a pedestrian and cyclist refuge, they should be completely free of landscaping or other sight obstructions, and kerb ramps should be incorporated to facilitate safe and easy access. They should be clearly visible to approaching drivers, illuminated by adequate street lighting and enhanced by the use of signs, road marking and other delineation. The design of the islands should ensure that the width and length are not less than 2 and 3 m respectively. Consideration should be given to provide for a bicycle bypass where justified, either on or off-road. Selective use of barrier kerbs should be considered when using centre blisters as refuges, otherwise semi-mountable kerbing should be used.

Application of centre blister islands

It is appropriate to use centre blisters:

- where vehicle speeds on a street are less than 60 km/h
- where there is a need to break long, straight lines of sight
- on bus routes where raised devices and other forms of slow point are not acceptable
- where the street will continue to be used by a reasonable number of commercial vehicles
- on wide streets
- where there is a need to provide an intermediate pedestrian refuge.

It is inappropriate to use centre blisters on:

- narrow roadways where islands of sufficient width and length cannot be fitted
- where property access will be severely restricted resulting in drivers performing U-turn manoeuvres.

The effectiveness of centre blisters can be increased when used in series or placed together with lane narrowings, threshold treatments, roundabouts or other forms of slow point.

Advantages of centre blister islands

The advantages of centre blisters include:

- they reduce vehicle speeds
- they prevent drivers from overtaking others
- they can provide a refuge for pedestrians and cyclists crossing the street
- their flexibility in design allows buses and commercial traffic to be accommodated
- they may visually enhance the street through landscaping and reduce the 'gun barrel' effect on long straight roads.

Disadvantages of centre blister islands

The disadvantages of centre blisters include:

- they prohibit or limit access and movement from driveways
- they reduce on-street parking adjacent to the islands
- they may create a squeeze point for cyclists if not appropriately catered for in the design
- they may require kerb and footpath realignment in narrow streets
- they are not particularly effective at reducing through traffic
- they are relatively expensive to install and maintain.

Examples of centre blister islands

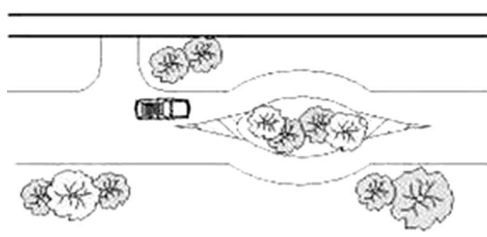
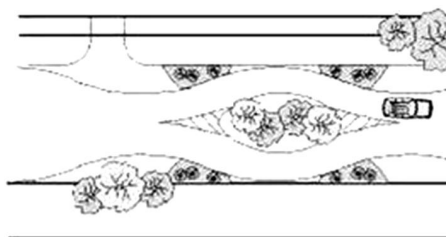
Examples of centre blisters are shown in Figure 7.14. A diagrammatic illustration of the two types of centre blister arrangement is provided in Figure 7.15.

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Figure 7.14: Examples of centre blister treatments

*Moreton Bay Region, Queensland**City of Stirling, Western Australia**City of Tea Tree Gully, South Australia**City of Manningham, Victoria*

Figure 7.15: Examples of the two main types of centre blister arrangement

Blister islands on narrow carriageways
may require wideningBlister islands on wide carriageways
may require kerb extensions

7.3.4 Driveway Links

Description of driveway links

Driveway links take the form of a single-lane two-way meandering road extending over the length of two or more property frontages. They are an extended form of a slow point that generally provides a greater visual and physical impact on the street and the amount of traffic using it. Passing points may be required along the link if it is either very long or it is curved such that approaching drivers cannot see to the far end. Driveway links are particularly effective in reducing through traffic. Consideration needs to be given to maintaining drainage paths and providing bypasses for bicycles where possible.

Driveway links often incorporate extensive landscaping and care needs to be taken that sufficient sight distance is retained. Paving materials should contrast with the adjacent street surface.

Application of driveway links

It is appropriate to use driveway links where:

- there is a high proportion of through traffic
- full or partial road closures are not appropriate
- vehicle speeds on a street are less than 50 km/h
- the resulting traffic volume will be low (not more than 1000 vehicles per day) otherwise congestion and crash risk may increase
- there is a need to break long, straight lines of sight.

It is inappropriate to use driveway links on:

- bus routes
- streets with a high connective role in the local street network
- streets where on-street parking is in short supply, it cannot be replaced in the design, and its removal will significantly impact on adjacent properties (e.g. where they do not have access to off-street parking)
- where access to properties by service vehicles will be prevented
- routes leading to emergency facilities, e.g. a hospital.

Driveway links are an effective treatment if installed in isolation but can also be quite successful if implemented in series. Two or more driveway links should not be installed in the same section of a street (i.e. between intersections) as this may prevent access to properties by service vehicles.

Advantages of driveway links

The advantages of driveway links include:

- a reduction in vehicle speeds
- discouragement of through traffic
- an increase in pedestrian safety
- the provision of greater visual and physical impact than slow points
- they visually enhance the street through landscaping and reduce the 'gun barrel' effect on long straight roads.

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Disadvantages of driveway links

The disadvantages of driveway links include:

- they may restrict emergency vehicles and commercial vehicles and are not suitable for buses
- they will reduce the amount of on-street parking
- they can be hazardous for cyclists if they are not catered for in the design
- confrontations between opposing drivers may occur and it may be unclear who should give way
- landscaping needs to be maintained so as not to reduce visibility
- they are an expensive device.

Examples of driveway links

Examples of driveway links are shown in Figure 7.16 and Figure 7.17 illustrates a typical layout.

Figure 7.16: Examples of driveway links



City of Prospect, South Australia



City of Stirling, Western Australia

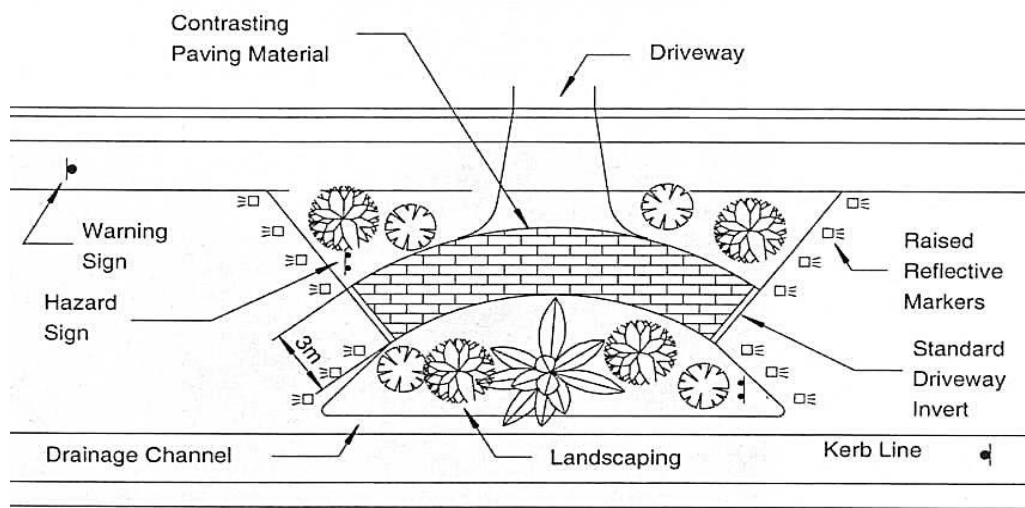


City of Port Adelaide, South Australia



City of Subiaco, Western Australia

Figure 7.17: A typical driveway link treatment



7.3.5 Median Treatments

Description of median island treatments

A median island treatment is a raised or flush island positioned at the intersection or the centreline of a street that narrows lanes and can provide pedestrians with a refuge. They can be an effective form of road narrowing and at intersections they can provide drivers with a clear indication they are entering a local street. Median treatments should be clearly visible to approaching drivers, illuminated by adequate street lighting and enhanced by the use of signs, pavement markings and other delineation.

Flush medians are defined by flush kerbing or painted lines laid down the centre of the street and often supplemented with a coloured or textured pavement surface infill. Flush median treatments have the benefit that they separate opposing traffic flows while not obstructing turning movements in and out of driveways, intersections, etc. Note that the *Australian Road Rules* prevent turning movements across some forms of painted or flush median treatments.

Raised medians or splitter islands are kerbed concrete or paved islands typically 90 to 100 mm high incorporating kerb ramps or cut throughs to facilitate safe and easy pedestrian access when used as a pedestrian and cyclist refuge. The benefit of the raised physical island is that it provides additional protection for pedestrians and cyclists not provided by flush kerbed or painted medians. When median islands are intended to be used as a refuge for pedestrians and cyclists they should be completely free of landscaping or other sight obstructions and should have adequate width. When placed at intersections the setback of the island should be adequate to provide for turning movements of all traffic commonly using the intersection. It is worth noting that there has been success experienced with the use of partially raised fully mountable mid-block median treatments where the treatment is constructed one surface layer thickness (i.e. 20 mm) higher than the trafficable carriageway.

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Application of median treatments

It is appropriate to use median treatments in:

- wide streets where the pavement width permits
- areas with pedestrian movements not necessarily concentrated at any particular location and there is a need to provide an intermediate pedestrian refuge
- intersections to control turning traffic and prevent corner cutting
- areas where there is a need to reduce entry speed of vehicles to a residential street
- local distributor or higher classification roads.

It is inappropriate to use median treatments:

- on narrow two-lane streets where median islands of sufficient width and length cannot be fitted
- where property access will be severely restricted resulting in large numbers of drivers performing U-turn manoeuvres
- in locations with high numbers of pedestrians crossing the street
- where there is insufficient sight distance.

Parking restrictions for mid-block islands usually only apply on the approach side of the island to protect sight lines. Where this approach is taken, it may create a squeeze point for cyclists on the departure side if cars are parked immediately after the island. The imposition of parking restrictions on both the approach and departure sides of the island provides greater protection to cyclists.

Advantages of median treatments

The advantages of median treatments include:

- provision of a refuge for pedestrians and cyclists crossing the street
- separation of vehicles in opposing traffic lanes thereby reducing the probability of head-on collisions
- prevention of drivers from overtaking others
- flexibility in design allows buses and commercial traffic to be accommodated
- they may visually enhance the street through landscaping
- they can be relatively low cost to install
- they can improve intersection definition
- they may discourage through traffic by reducing intersection capacity
- enforcement of no right turns, when placed across an intersection on the through road
- reduction of vehicle speeds when used at mid-block locations, and reduction of entry speeds at intersections
- accommodation of centrally displayed traffic control devices
- flush treatments do not generally restrict vehicle movements, particularly right-turning vehicle movements from driveways.

Disadvantages of median treatments

The disadvantages of median treatments include:

- they may require significant amounts of parking to be removed
- they may create a squeeze point for cyclists if not appropriately catered for in the design
- they have limited speed and traffic reduction benefits
- if raised treatments are used they may prohibit or limit access and movement from driveways and may be restrictive for emergency and service vehicles.

Examples of mid-block median treatments

Examples of mid-block median treatments are shown in Figure 7.18.

Figure 7.18: Examples of mid-block median treatments



City of Wanneroo, Western Australia



City of Auckland, New Zealand



City of Subiaco, Western Australia



City of South Perth, Western Australia

7.3.6 Roundabouts

Description of roundabouts

A roundabout (or mini-roundabout) is a form of channelisation that incorporates a circular central island. Roundabouts can be either single-lane or multi-lane depending on the class of roads on which they are to be constructed, and the traffic volume moving through the intersection. A roundabout is an effective form of intersection control that can be installed on both four-leg and three-leg intersections. Roundabouts reduce the relative speeds of conflicting vehicles by providing impedance to all vehicles entering the roundabout. A form of roundabout that is mountable or traversable is often called a 'humpabout'.

Austrroads research indicates (Austrroads 2009b) an 85th percentile speed reduction of 46% at the treatment and 15% at the midpoint between treatments.

For a more detailed description, including design guidance, see the *Guide to Road Design Part 4: Intersections and Crossings* and *Part 4B: Interchanges*, and the *Guide to Traffic Management Part 6: Intersections, Interchanges and Crossings*.

Application of roundabouts

It is appropriate to use roundabouts:

- at any intersection where traffic flow from all approaches is approximately equal
- at intersections with a high crash rate, especially where the crashes have predominantly been of a right-angle or right-turn-through type
- on local streets in residential areas that have a high volume of unnecessary through traffic.

It is inappropriate to use roundabouts:

- at locations other than intersections
- at the intersection of two roads of significantly different traffic function (e.g. minor street and arterial)
- where marked uneven flows of traffic occur
- where satisfactory geometry cannot be provided due to insufficient space or other constraints
- on any intersection that is not sealed
- where large combination vehicles or over-dimensional vehicles frequently use the intersection
- in a temporary form or when a temporary device is needed.

When designing a roundabout, consideration should be given to:

- the functional classification of the intersecting roads
- the vehicle types expected to use the intersection
- the speed profile on the approach to, and through, the device
- the distribution of turning traffic
- safety for pedestrians and cyclists crossing the intersection, and the potential for off-road path connections
- appropriate landscaping that does not present a hazard (e.g. affect sight lines for drivers)
- access requirements of emergency and service vehicles and buses.

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It is stressed that there are significant potential dangers for cyclists and pedestrians at roundabouts if they are not appropriately designed. There is no single preferred treatment for safely accommodating cyclists and pedestrians at roundabouts and each case requires careful consideration before committing to a course of action.

The effectiveness of roundabouts can be increased if used in conjunction with:

- intersection channelisation and slow points (City of Stirling example in Figure 7.19)
- median treatments
- kerb extensions/lane narrowings
- centre blister islands.

Advantages of roundabouts

The advantages of roundabouts include:

- reduction of vehicle conflict points and road crashes at intersections
- reduction of vehicle speeds on the approach to, and through, the intersection
- control of traffic movement and provision of orderly and largely uninterrupted flow of traffic
- an increase in the visibility of the intersection
- clarification of the priority of traffic movements
- enhancement in the appearance of the street when landscaped.

Disadvantages of roundabouts

The disadvantages of roundabouts include:

- they restrict larger service and emergency vehicles and buses unless the roundabout is mountable
- they are relatively expensive especially if land needs to be acquired
- traffic noise may possibly increase due to braking and acceleration
- they reduce the availability of on-street parking
- they can be difficult for cyclists and pedestrians to negotiate.

The following additional source material is recommended for reference on this topic: Austroads (2009b), Corkle et al. (2001), Jurewicz (2008), Parham and Fitzpatrick (1998), Petruccelli (2000), Fehr and Peers (2015), Tucker (2006) and Zito and Taylor (1996).

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Examples of roundabouts

Several examples of roundabouts are illustrated in Figure 7.19.

Figure 7.19: Examples of roundabouts



City of Stirling, Western Australia



City of Stirling, Western Australia



City of Marion, South Australia



City of Marion, South Australia



City of Stirling, Western Australia



Shire of Yarrawonga, Victoria

7.4 Diversion Devices

Diversion devices are used to redirect traffic, typically through the use of physical obstructions in the roadway supplemented by regulatory signs. These measures obstruct specific vehicle movements typically at intersections or mid-block locations to discourage short cutting or through traffic, which may reduce conflicts and vehicle speeds.

7.4.1 Full Road Closure

Description of full road closures

A full road closure is the closure of a street to two-way traffic. It serves as a means of eliminating through traffic from a street or simplifying an intersection layout to reduce the possible number of conflict points and the consequent crash risk. The closure can be located at either an intersection or placed mid-block.

Application of full road closures

It is appropriate to use a full road closure:

- where the use of other less restrictive traffic controls would be ineffective
- to discourage traffic bypassing busy distributor roads and using local streets
- to eliminate right-turning traffic from busy distributor roads where right-turn lanes are not available and turning traffic impacts on the following through traffic
- at intersections where crash history indicates a high number of right-angle and right-turn-through crashes
- at intersections where sight distances are substandard and turning movements are potentially dangerous.

It is inappropriate to use a full closure:

- where high or unacceptable levels of traffic transference into adjacent streets is expected
- where there is no reasonable alternative route that affected traffic can use
- on a bus route unless a bus bypass is provided
- routes leading to emergency facilities, e.g. a hospital
- over a crest, or in other situations where insufficient stopping sight distance is available.

When designing a full closure the following should be considered:

- the selection of the location of road closures should be carefully chosen so that unacceptable volumes of traffic are not redirected to unsuitable routes
- all anticipated turning movements should be facilitated
- sufficient manoeuvring space should be provided for drivers to turn their vehicles around at the closure
- 'no through road' signs should be installed at the last entry to the closed section of the street
- generally the closure should not create a cul-de-sac longer than 200 m in length
- the location of the closure should be well lit
- cycle and pedestrian access should be provided
- bus and emergency vehicle access should be considered.

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Advantages of full road closures

The advantages of full road closures include:

- reduction in traffic volumes
- reduction in conflict points when used at an intersection
- an increase in pedestrian safety
- elimination of non-local traffic
- they can accommodate pedestrian, cyclist and/or bus access
- they provide landscaping opportunities.

Disadvantages of full road closures

The disadvantages of full road closures include:

- they may restrict or reduce accessibility for local residents
- traffic may be diverted to other adjacent local streets without closures, resulting in increased traffic volumes in those streets
- they may restrict access by emergency services
- they will increase travel times for some road users
- they may reduce the availability of on-street parking.

Examples of full road closures

Examples of full road closures are illustrated in Figure 7.20.

Figure 7.20: Examples of full road closures



City of Melbourne, Victoria



City of Charles Sturt, South Australia

7.4.2 Half Road Closure

Description of half road closures

Half road closures restrict entry or exit to local areas by kerb arrangement and regulatory control to one direction only. Half road closures are used where traffic control without full restriction to traffic movements is required. Half road closures rely on closing one lane to traffic and may be located either at intersections or mid-block. Their effectiveness relies on drivers obeying regulatory signs prohibiting access through the device.

Application of half road closures

It is appropriate to use a half road closure where:

- a restriction on through traffic is required but a full closure is too restrictive
- entry from an adjoining street needs to be restricted.

It is inappropriate to use a half road closure:

- on bus routes unless a bus bypass is provided
- on routes leading to emergency facilities
- where road user compliance may be a problem resulting in wrong-way movements.

Half road closures should be designed so that:

- there is physical difficulty in completing prohibited manoeuvres
- appropriate advance warning signs are provided
- cyclists and pedestrians are accommodated
- turning facilities are provided adjacent to the half closure
- the treatment is well lit
- unacceptable volumes of traffic are not redirected into adjacent streets.

Advantages of half road closures

The advantages of half road closures include:

- reduction in traffic volumes
- reduction in conflict points when used at an intersection
- reduction in through traffic
- an increase in pedestrian safety if used at an intersection
- provision of landscaping opportunities.

Disadvantages of half road closures

Some disadvantages of half road closures include:

- restriction of access by emergency vehicles (unless they disregard controls)
- reduction of accessibility for local residents
- diversion of some traffic to other local streets without closures
- an increase in travel times for some road users
- they may reduce the availability of on-street parking
- there is the potential that the restrictions will be violated.

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Examples of half road closures

Examples of a half road closure are illustrated in Figure 7.21.

Figure 7.21: Examples of half road closures



City of Stirling, Western Australia



City of Subiaco, Western Australia



City of Hurstville, New South Wales



City of Stirling, Western Australia

7.4.3 Diagonal Road Closure**Description of diagonal road closures**

Diagonal road closure is a kerb extension or vertical barrier extending to approximately the centreline of a roadway that effectively obstructs or prohibits one or more directions of traffic. Diagonal road closures are generally used to redirect traffic by modifying a four-leg intersection into two discrete 90° bends. Diagonal closures can effectively reduce through traffic while improving road safety at an intersection by removing conflict points.

Application of diagonal road closures

It is appropriate to use a diagonal road closure when:

- a restriction on through traffic is required but a full closure is inappropriate
- entry from an adjoining street needs to be restricted.

It is inappropriate to use a diagonal road closure:

- on bus routes unless a bus bypass is provided
- on routes leading to emergency facilities
- where road user compliance may be a problem (e.g. on one-way streets).

Diagonal closures should be designed so that:

- they are located where there is sufficient sight distance
- physical difficulty is presented to drivers attempting to cross the diagonal dividing strip
- pathways are constructed through the closure to accommodate cyclists and pedestrians
- appropriate parking prohibitions are provided to maintain two-way movement through the bend
- appropriate warning signs and road markings are provided in advance
- the area in the vicinity of the treatment is well lit
- the minimum width of the roadway around each bend allows for the largest vehicle regularly using the street.

Advantages of diagonal road closures

The advantages of diagonal road closures include:

- reduction in through traffic and hence vehicle conflict points
- an increase in pedestrian safety
- elimination of selected turning movements
- provision of landscaping opportunities
- they are self-enforcing and as such, violation is minimal.

Disadvantages of diagonal road closures

The disadvantages of diagonal road closures include:

- reduction in accessibility of local residents
- increase in travel times and lengths
- diversion of some traffic to other local streets without closures
- restriction of access by emergency vehicles
- they may reduce on-street parking opportunities.

Examples of diagonal road closures

Examples of diagonal road closures are illustrated in Figure 7.22.

Figure 7.22: Examples of diagonal road closures



Town of Cambridge, Western Australia



Town of Vincent, Western Australia

7.4.4 Modified T-intersection**Description of modified T-intersections**

Modified T-Intersections are used to affect a change in the vehicle travel path thereby slowing traffic via deflection of traffic movements and/or reassignment of priority. They act in a similar manner to slow points in moderating traffic speeds but at a three-way intersection. When used in series they can provide effective speed control down the length of a street. When used to change priority, the terminating leg of the intersection is connected to one 90° intersection leg to become the new priority carriageway (refer to Figure 7.23).

Application of modified T-intersections

It is appropriate to use a modified T-intersection where:

- there is a need to regulate traffic movements
- there is a need to moderate speeds without displacing traffic
- crash numbers and incidents are high
- to change priority on T-intersection legs.

It is inappropriate to use a modified T-intersection on:

- crests where sight distance is limited
- streets where the width is insufficient to accommodate standard size splitter islands (i.e. less than 7 m)
- where the priority is not changed and the visibility from the relocated give-way line would be less than the safe intersection sight distance.

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Modified T-intersections should be designed so that:

- service vehicles are able to negotiate the intersection
- appropriate parking prohibitions are provided
- appropriate regulatory and warning signs and road markings are provided in advance
- the area in the vicinity of the treatment is well lit
- all kerbing has a semi-mountable profile
- landscaping will not obstruct sight lines
- drainage paths are maintained
- cyclists and pedestrians are adequately catered for and no squeeze points are introduced
- where the priority of the intersection is to be changed, consideration should be given to the installation of a threshold treatment on the newly defined terminating leg of the intersection. It should be enhanced by the use of signs and linemarking.

Advantages of modified T-intersections

The advantages of modified T-intersections include:

- controlling of traffic movement and improvement in traffic flow
- a reduction in vehicle speeds at the treatment
- facilitation of safe pedestrian crossing
- reduction in vehicle conflict points
- when placed in series can lower vehicle speeds along the length of the street
- accommodation of buses.

Disadvantages of modified T-intersections

Some disadvantages of modified T-intersections include:

- they are relatively expensive devices
- creation of squeeze points for cyclists if not appropriately catered for in the design
- reduction in the availability of on-street parking opportunities.

Examples of modified T-intersections

Figure 7.23 illustrates the two main types of modified T-treatment: to change priority and to act as a traffic calming device. Examples of a modified T-intersection channelisation are shown in Figure 7.24.

Figure 7.23: Two main types of modified T-intersections

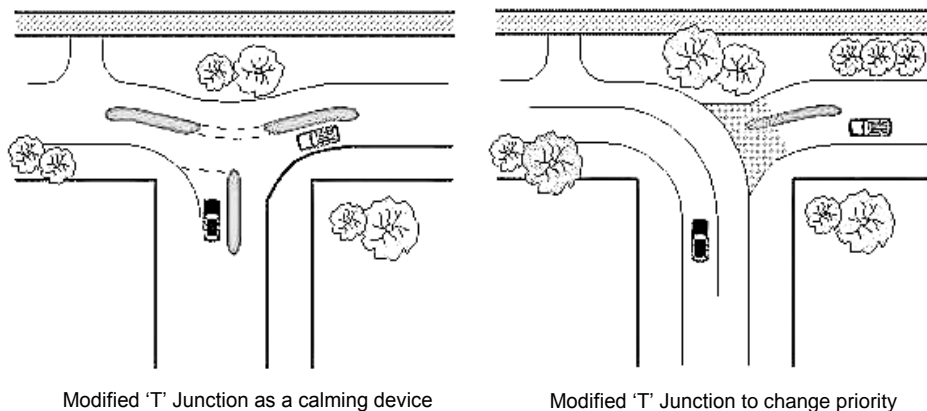


Figure 7.24: Examples of modified T-intersection channelisation



City of Monash, Victoria



Moreton Bay Region, Queensland

7.4.5 Left-in/left-out Islands

Description of left-in/left-out islands

A left-in/left-out island is a raised triangular island at an intersection, which aims to obstruct right turns, and through movements to and from the intersection, street or driveway. This device is a form of partial road closure similar in its effect to a half road closure. The device is more effective if a median island is incorporated in the design to prevent non-complying traffic movements.

Application of left-in/left-out islands

It is appropriate to use left-in/left-out islands when:

- the safety of traffic movements turning right and going through an intersection is an issue
- a restriction on through traffic is required but a full closure is too restrictive
- entry from an adjoining street needs to be restricted.

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It is inappropriate to use left-in/left-out islands on:

- wide divided cross-intersections as drivers can easily avoid the island
- streets used by large trucks and buses, as any reduction in the island size to cater for them will reduce the effectiveness of the device for smaller vehicles.

Advantages of left-in/left-out islands

The advantages of left-in/left-out islands include:

- reduction in the traffic volume
- reduction in the number of conflict points
- provision of a refuge for pedestrians and cyclists
- their inclusion reinforces the need for drivers crossing the dividing line to give way
- they may enhance the appearance of the street when landscaped.

Disadvantages of left-in/left-out islands

The disadvantages of left-in/left-out islands include:

- restriction of access
- they may create a squeeze point for cyclists
- diversion of some traffic to other local streets without the same restriction
- compliance may be an issue if a median island is not incorporated.

Examples of left-in/left-out islands

Examples of left-in/left-out islands are illustrated in Figure 7.25.

Figure 7.25: Examples of left-in/left-out islands



City of Bayswater, Western Australia



City of Cockburn, Western Australia

7.5 Signs, Linemarking and Other Treatments

Signs and linemarking can be used to regulate traffic movements or calm traffic. It may discourage speeding, prevent vehicle conflicts, and prevent through traffic from short-cutting along a street. The primary aims of signs and linemarking are to aid in the safe and orderly movement of traffic. They may contain instructions that the road user is required to obey or they may be used to impart information. Signs are typically categorised into one of the following categories:

- regulatory – to indicate legal requirements
- guide – to inform and advise road users of directions, distances and destinations
- warning – to warn road users of unusual or unexpected conditions
- temporary – to control, warn and guide road users safely through, around or past roadworks or other temporary features.

Other treatments include those on-road and off-road facilities for road users such as pedestrians, cyclists, public transport and emergency vehicles. These treatments are often dedicated or shared facilities that assign special priority and give consideration to a particular road user group or groups while in many instances acting to calm the general flow of traffic.

7.5.1 Speed Limit Signs and Indication Devices

Description of speed limit signs and indication devices

The purpose of a speed limit sign or indication device is to indicate to drivers the maximum legal vehicle speed permitted under normal driving conditions on the street section or in the area where the sign is installed.

Application of speed limit signs and indication devices

It is appropriate to use a speed limit sign or indication device where:

- vehicle speeds in a street or area need to be reduced
- the proposed speed limit is compatible with the street speed environment.

It should be noted that it is far more effective if the speed environment of a street is designed to match the posted speed limit rather than using a speed limit as a constraint in itself. Speed signs and indication devices should be used in combination with the physical features of a street to reinforce the intended speed environment.

Advantages of speed limit signs and indication devices

The advantages of speed limit signs and indication devices include:

- reduction in the speed of traffic along a street
- minimal installation and maintenance cost
- potential to lower the incidence of extreme speeding
- provision of benefits for all road users.

Disadvantages of speed limit signs and indication devices

A disadvantage of speed limit signs and indication devices is that they require regular police enforcement to achieve compliance unless accompanied by effective physical speed-reducing measures.

Examples of speed limit signs and indication devices

Examples of speed limit signs and indication devices are given in AS 1742.1 – 2014.

7.5.2 Prohibited Traffic Movement Signs

Description of prohibited traffic movement signs

Prohibited traffic movement signs indicate to drivers that they are not permitted to undertake a particular turn or other traffic movement. The signs are used to prevent short-cutting or undesirable turning movements into and from residential streets. The signs can also be used to prohibit access by specific road user types, e.g. trucks, cyclists, buses, pedestrians.

The effectiveness of prohibited traffic movement signs can be increased when used in combination with:

- kerb extensions/lane narrowings
- mid-block median treatments and intersection channelisation
- partial road closures.

Application of prohibited traffic movement signs

It is appropriate to use prohibited traffic movement signs to:

- prevent through traffic from short-cutting along a street
- prohibit access by specific road user types
- reduce the incidence of particular types of crashes.

Advantages of prohibited traffic movement signs

The advantages of prohibited traffic movement signs include:

- traffic volumes may reduce from restricting the traffic movements
- safety may increase from the removal of conflicting movements
- prohibition may be applied part-time or to specific road user types
- there are minimal installation/maintenance costs.

Disadvantages of prohibited traffic movement signs

Some disadvantages of prohibited traffic movement signs include:

- acceptance depends on the user and will be less effective if they seem illogical or where convenient alternatives are not available
- restriction of accessibility of residents
- they may require increased police enforcement to achieve compliance
- turns at less safe places or manoeuvres such as U-turns may occur as a result of restricted movements.

Examples of prohibited traffic movement signs

Australian examples of prohibited traffic movement signs are illustrated in Figure 7.26. A full listing of all such signs is contained in Australian Standard AS 1742.1 – 2014.

A full listing of all prohibition signs in New Zealand is contained in the Land Transport TCD Rule and MOTSAM (NZ Transport Agency 2010).

Figure 7.26: Australian examples of signs to prohibit designated traffic movements



7.5.3 One-way Street Signs

Description of one-way street signs

One-way street signs indicate to drivers that traffic is allowed to travel only in the direction of the arrow in the section of the street applying. Careful planning and sign positioning is required to ensure a reasonable amount of access is maintained so that problems are not transferred to another street in the area. Where warranted, bicycle contra-flow lanes should be considered to improve permeability for cyclists and to narrow the vehicle carriageway.

Application of one-way street signs

It is appropriate to use one-way streets to:

- reduce traffic volumes
- reduce pedestrian crossing distances (if road narrowing ensues)
- direct traffic to or away from a particular street
- enhance the streetscape and pedestrian environment.

The effectiveness of a one-way street can be enhanced when used in combination with:

- kerb extensions/lane narrowings
- flat-top road humps/wombat crossings/raised pavements
- prohibited turn signs
- partial road closures
- bicycle lanes, bypasses and other facilities
- bus only lanes/links/bypasses.

Advantages of one-way street signs

The advantages of one-way streets include:

- are generally accepted by the public
- increase the opportunity for on-street parking
- increase the opportunities for dedicated facilities for pedestrians, cyclists and public transport
- may reduce traffic volumes on the street
- increase safety for pedestrians and cyclists
- decrease vehicle conflicts due to the lack of opposing traffic conflict.

Disadvantages of one-way street signs

The disadvantages of one-way streets include:

- the one-way system may be ignored if the street is only lightly trafficked and the potential conflict from opposing traffic appears low
- speeds may increase due to the removal of conflict from oncoming vehicles
- reduction in accessibility for local residents
- diversion in traffic to other streets
- increase in travel time and length
- emergency vehicles may have to travel the wrong way in emergencies, which may create a hazard
- refuse collection points and bus stops may need to be relocated to the one side of the street.

7.5.4 Give-way Signs***Description of give-way signs***

The purpose of a give-way sign is to assign and indicate priority at intersections. In the context of LATM, give-way signs that are used to reassign priority should be reinforced through the use of other physical measures as part of an area wide or whole of street LATM treatment.

Application of give-way signs

It is appropriate to use a give-way sign at:

- intersections not controlled by traffic signals, a roundabout or the T-intersection rule.
- If sight distance is poor, a stop-sign is warranted. This includes all four-leg intersections and any three-leg intersection where priority would otherwise be unclear such as Y-intersections.

Advantages of give-way signs

The advantages of a give-way sign include:

- loss of priority may be a discouragement to through traffic using a street and this may lead to a reduction in traffic volumes
- safety may be improved with the better definition of priorities
- minimal installation/maintenance cost
- speed reduction may occur within the intersection.

Disadvantages of give-way signs

The disadvantages of a give-way sign include:

- reassignment of priority might not perform safely if placed contrary to driver expectation, and is therefore of limited value as a stand-alone LATM treatment.

7.5.5 Stop Signs

Description of stop signs

Stop signs are regulatory signs used to assign priority and facilitate the safe passage of vehicles through an intersection. They require all drivers and cyclists to come to a complete halt before proceeding. Stop signs are generally placed on the minor road approach to an intersection, thereby assigning priority to the major road. In this situation they are used where the sight distance from the minor leg of the intersection is insufficient and it would be unsafe to proceed without stopping. Stop signs can be placed on the major road approaches to an intersection as a means to discourage traffic use and speeding (only appropriate in this instance if used in conjunction with other devices and providing that care is taken to ensure it is obvious to the driver).

Application of stop signs

Australian Standard AS 1742.13 – 2009 *Manual of uniform traffic control devices – Part 13: Local area traffic management* and Australian Standard AS 1742.2 – 2009 *Manual of uniform traffic control devices – Part 2: Traffic control devices for general use* provide details on the sight distance requirements for the installation of a stop sign in lieu of give-way conditions. A Stop sign is warranted only where sight distance falls below a speed-related distance on the major road (e.g. 30 m on a 50 km/h road) observed from 3 m back along the minor road.

Advantages of stop signs

The advantages of stop signs include:

- reassignment of priority may be a discouragement to through traffic using a street and this may lead to a reduction in traffic volumes
- safety may be improved with the better definition of priorities
- minimal installation/maintenance cost
- speed reduction may occur within the intersection
- advising drivers to stop at appropriate points increases safety, as applied according to warrants.

Disadvantages of stop signs

A disadvantage of stop signs is:

- reassignment of priority might not perform safely if placed contrary to driver expectation, and is therefore of limited value as a stand-alone LATM treatment.

7.5.6 Shared Zones

Description of shared zones

A shared zone is an area utilised by both pedestrians and vehicular traffic in which drivers must give way to pedestrians at all times, and where the street environment has been adapted for very low-speed vehicles. Shared zones should aim to change the image and character of a street so that drivers are made aware that they are entering a street environment with driving conditions that are quite different to other more common situations. This can be achieved by the use of different coloured and/or textured pavement surfaces, by the use of full width flush paving between property lines and through landscaping. Shared zones must be designed in such a way that the low speed environment is reinforced through the physical layout and treatment. A speed limit of 10 km/h is considered appropriate in shared zones to compliment these speed environment changes.

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Shared zones are often constructed on residential streets with mixed vehicle and pedestrian traffic or in areas where a form of control is required that allows complete pedestrian mobility and safety. Due to the high cost involved, shared zones are normally used in areas of high commercial activity, medium to high-density residential areas or recreational areas.

A variant on the shared zone concept, known as a 'shared space', has been developed in recent years. Shared spaces are typified by removal, or at least reduction, in traffic control devices, and the reduction or removal of the demarcation of separate vehicular and non-vehicular areas. The concept has been applied across a broad range of street types, and details of design features have been similarly varied. Normal priorities between vehicles and pedestrians apply but the design and appearance of the environment encourages sharing. A comprehensive guide based on UK experience is available (Department for Transport 2011) and further comment on this approach is given in the *Guide to Traffic Management Part 7*.

Figure 7.27: Examples of shared zone signs



Shared zone sign (Australia)

Shared zone sign (NZ)

Source: AS 1742.1 – 2014 and MOTSAM (NZTA 2010).

Application of shared zones

It is appropriate to use shared zones:

- at boundaries between different classifications of streets
- at boundaries between different land uses
- where there are large numbers of pedestrians using the space
- where there is need to provide pedestrian priority over a relatively long section of street
- where one or more isolated pedestrian crossings would be ineffective.

It is inappropriate to use shared zones:

- at the junction of two minor local streets
- on local distributor roads with a high-speed problem
- on streets with a high vehicle-to-pedestrian ratio.

Advantages of shared zones

The advantages of shared zones include:

- increase in the safety of pedestrians and cyclists
- reduction in the speed environment of the street
- they provide for flexibility of parking layouts
- they alert drivers that they are entering a different driving environment
- they can improve amenity without affecting access.

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Disadvantages of shared zones

The disadvantages of shared zones include:

- they are relatively expensive
- drivers may not observe the speed restrictions when pedestrian use is low
- they require education and enforcement to encourage understanding and compliance
- pedestrian safety possibly being compromised by non-complying drivers.

Examples of shared zones

Examples of shared zones are shown in Figure 7.28.

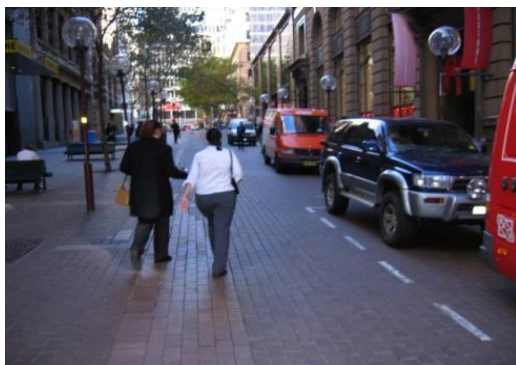
Figure 7.28: Examples of shared zones



City of Perth, Western Australia



Canberra, Australian Capital Territory



City of Sydney, New South Wales



City of Sydney, New South Wales

7.5.7 School Zones

Description of school zones

A school zone is a sign-posted section of road adjacent to or in the vicinity of a school in which a reduced speed limit applies during the specified times or conditions indicated on signs in accordance with relevant regulations – typically 40 km/h or less in urban areas and 60 km/h or less in rural areas.

School zones aim to control street speeds immediately before, after and during school hours (or part thereof) so that a more child-friendly street environment is provided and safety is improved. They are most effective when supported by other physical treatments that modify the speed profile of a street. School zones may incorporate devices such as pedestrian crossings, wombat crossings, threshold treatments, raised pavements, median islands and the like in an integrated fashion.

Application of school zones

It is appropriate to use school zones:

- in the immediate vicinity of a school or similar facility.

Advantages of school zones

The advantages of school zones include:

- safety of pedestrians and cyclists is increased, particularly school-age children
- can be applied only during specified periods of the day when activity around a school is at its greatest, e.g. in the period before and after school
- they heighten the awareness of drivers by alerting them to the presence of a school
- they reduce the travel speeds of vehicles within a street
- they can be relatively inexpensive.

Disadvantages of school zones

The disadvantages of school zones include:

- drivers may not observe the speed restrictions when pedestrian usage is low, particularly outside school hours
- they require education and enforcement to encourage understanding and compliance
- pedestrian safety may be compromised by non-complying vehicles.

7.5.8 Threshold Treatments

Description of threshold treatments

Threshold treatments or entry statements are coloured and/or textured road surface treatments that contrast with the adjacent roadway. Threshold treatments aim to alert drivers that they are entering a driving environment that is different from the one they have just left by the use of visual and/or tactile clues. They may incorporate either raised or flush median treatments. When installed at intersections they may extend to cover the entire intersection area.

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Threshold treatments are commonly used at the interface with the arterial road network and at the boundaries of differing land uses, such as at the interface of residential and commercial properties or on either side of a school. To maximise the visibility of the device, the surface treatment should contrast with the adjacent road-building material and the device should be well lit.

Application of threshold treatments

It is appropriate to use threshold treatments at:

- boundaries between different land uses
- the interface with the arterial road network
- the interface between one speed zone and another
- changes in street or area character.

It is inappropriate to use threshold treatments on:

- streets with a high traffic volume (greater than 4000 vpd)
- streets with a speed environment greater than 60 km/h
- wide carriageways unless road narrowing is provided.

When designing perimeter threshold treatments the following should be considered:

- If median islands are used, lane widths should provide for the turning movements of commercial vehicles and buses.
- Parking restrictions should apply near the device to safeguard approaches and departures.
- The device should be designed to be entirely flush with the street (refer to the sections on flat-top road humps and raised pavements for information on raised flat-topped devices).
- Must not be constructed from the same coloured material as the adjacent footpath or shared path/bicycle path as it may be confused for a formal pedestrian crossing facility.
- Tactile surface treatments should be used if there is no difference in level where the footpath meets the street to differentiate the edge of the roadway, particularly to alert people with sight impairment.
- The minimum length of the threshold treatment should be 5 m to provide adequate visual impact (a longer length is desirable) and to lessen any ambiguity that may exist in relation to vehicles having priority over pedestrians (particularly if constructed from a different colour material to the street).
- If devices are located mid-block, their locations should be selected to maintain property access wherever possible.

The effectiveness of threshold treatments can be increased when used in combination with local area and speed limit signs, median treatments, kerb extensions/lane narrowings and many other LATM devices.

Advantages of threshold treatments

The advantages of threshold treatments include:

- reduction in approach speeds to an intersection
- they highlight the presence of an intersection
- provision of separation between residential areas from areas of non-residential use
- they alert the driver that they are entering a local area.

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Disadvantages of threshold treatments

The disadvantages of threshold treatments include:

- they increase maintenance requirements
- texturing may create stability problems for cyclists and motorcyclists
- turning traffic from and into the low speed local area may be more likely to affect traffic flow on the connecting arterial roads
- vehicle priority may be unclear to pedestrians in some circumstances
- effectiveness is limited unless complemented by other devices in the street.

Examples of threshold treatments

Examples of threshold treatments are illustrated in Figure 7.29.

Figure 7.29: Examples of threshold treatments



City of Vincent, Western Australia



City of Auckland, New Zealand

7.5.9 Tactile Surface Treatments***Description of tactile surface treatments***

Tactile surface treatments are low bumps, buttons, bars, grooves or strips closely spaced across or immediately adjacent to streets or paths that draw attention to a feature or hazard, and can have a vibratory and audible effect when travelled over. They can be constructed across traffic lanes or parallel to traffic lanes normally in the form of edge lines.

These devices aim to alert drivers to take greater care when approaching a hazard such as a bend or junction, or warn drivers of undesirable lateral movements and unusual conditions. They are also effective in alerting pedestrians with vision impairment to the presence of pedestrian crossings and to provide additional direction guidance. It is generally inappropriate to use devices such as pavement bars or strips within the normal bicycle operating space as they may create a safety hazard for cyclists.

Application of tactile surface treatments

It is appropriate to use tactile surface treatments:

- to alert drivers, cyclists and pedestrians in advance of a hazard or unusual feature
- as a supplementary device when warning or regulatory signs have been ineffective.

Advantages of tactile surface treatments

The advantages of tactile surface treatments include:

- they are relatively low cost to install
- they can be useful where sight distance to signs is limited
- they are effective in alerting drivers, cyclists and pedestrians to hazards.

Disadvantages of tactile surface treatments

The disadvantages of tactile surface treatments include:

- they cause a change in the intensity of traffic noise
- stability problems may occur for motorcyclists and cyclists if placed on small radii curves due to differential skid resistance
- the buttons and bars may damage and involve high maintenance
- they are not as effective in reducing speeds as some other devices such as road humps
- they may impact on channel drainage.

Examples of tactile surface treatments

Examples of tactile surface treatments are illustrated in Figure 7.30.

Figure 7.30: Examples of tactile surface treatments

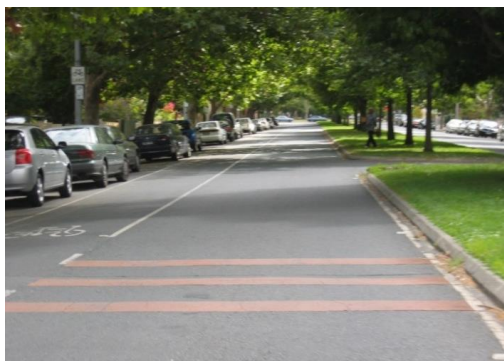


City of Perth, Western Australia



City of Monash, Victoria

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City of Yarra, Victoria



City of Perth, Western Australia

7.5.10 Bicycle Facilities***Description of bicycle facilities***

Bicycle lanes (Figure 7.31) are not often needed in local areas where the speed environment is low and the mixture of bicycle and vehicle traffic works well together.

Advisory treatments are provided to indicate or advise road users of the potential presence of cyclists and of the location where cyclists may be expected to ride on the street. They consist of pavement markings and warning and guide signs, and as such have no regulatory function. As with bicycle/car parking lanes, collisions between cyclists and opening doors of parked cars are a significant concern to cyclists.

Bicycle bypasses provide a safe and comfortable mechanism for cyclists to bypass devices. They are desirable where there is a need to separate cyclists from other traffic to make routes more attractive for travel, or to avoid squeeze points, adverse surface conditions, and other obstacles. The design of bicycle bypasses should be done in such a way that they take the cyclist past the device to a separated space or they allow safe reintegration with motorised traffic.

Figure 7.31: Bicycle lane example

Other bicycle facilities that may be appropriate in a local area include contra-flow bicycle lanes, wide kerbside lanes, bus/bicycle lanes, and supplementary street treatments.

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Further information on the provision and design of bicycle lanes, advisory treatments, bypasses and other facilities is provided in the *Cycling Aspects of Austroads Guides* and various parts of the *Austroads Guide to Traffic Management* and *Guide to Road Design*.

Application of bicycle facilities

It is appropriate to use bicycle lanes, advisory treatments, and bypasses:

- where there is a significant difference in the speed of vehicular and bicycle traffic (i.e. > 20 km/h)
- where it is desirable to separate cyclists from other traffic (e.g. for reasons of safety)
- anywhere cycling needs to be encouraged, e.g. along major routes near town or city centres.

It is inappropriate to use bicycle lanes, treatments and bypasses where it will restrict the movement of buses or significantly reduce the safety of other road users.

Advantages of bicycle facilities

The advantages of bicycle lanes, advisory treatments and bypasses include:

- increase in cyclist safety
- improvement in accessibility and connectivity of the bicycle network
- they can be used to narrow the width of traffic lanes
- they promote the use of alternative modes of transport.

Disadvantages of bicycle facilities

The disadvantages of bicycle lanes, advisory treatments and bypasses include:

- separate facilities may be expensive
- facilities may be incompatible with other LATM devices.

Examples of bicycle facilities

An example of a bicycle lane is illustrated in Figure 7.31. Examples of bicycle bypasses are illustrated in Figure 7.32.

Figure 7.32: Examples of bicycle bypasses



City of Gold Coast, Queensland



City of Unley, South Australia

7.5.11 Bus Facilities

Description of bus facilities

Bus-only links or lanes, bus-modified traffic control devices or bus bypasses of treatments are designed to accommodate buses and provide a special priority to bus services. Measures to facilitate bus travel should involve the removal or reduction of unnecessary impediments to a safe, comfortable, and undelayed bus journey, while ensuring that road safety is not reduced. Measures and treatments may include the modification of traffic control devices, no-turning exemptions for buses, bus-only streets, queue jumps, or facilities allowing buses to bypass LATM devices.

Application of bus facilities

When designing LATM devices on bus routes the following should be considered:

- As noted in Section 8.13.2, local guidelines and legislation should be conformed to.
- Devices on bus routes should be safe and comfortable for passengers and should not cause damage or turning problems for buses.
- The location of devices should be coordinated with bus stops to minimise delays.
- Where road humps are introduced on bus routes, consideration should be given to the use of cushions or flat-top road humps rather than round profile road humps.
- It is important to restrict kerb-side parking near road cushions to allow buses to straddle the device.
- The carriageway should be more than 7.4 m wide at intersections to allow bus turning movements.
- Roundabouts on major bus routes can be designed with mountable aprons.
- Where general traffic is restricted from turning or travelling into a street, the provision of an exemption for buses will ensure bus service continuity without delays.
- Where numerous LATM devices are installed on a bus route, facilities such as bus entry or turning exemptions, alternative route/lane arrangements can provide significant comfort and travel time improvements for buses.

Advantages of bus facilities

The advantages of bus-only links/bus-modified traffic control devices/bus bypasses of treatments include:

- facilitation of the comfortable passage of buses
- reduction in discomfort for bus passengers
- provision of priority to buses relative to other traffic
- minimisation of delays and travel time for buses
- minimisation or elimination of damage to bus sumps or gearboxes from travelling over raised devices.

Disadvantages of bus facilities

The disadvantages of bus-only links/bus-modified traffic control devices/bus bypasses of treatments include:

- they are relatively expensive
- they may increase delays for other traffic
- non-compliance can be an issue where bus use is low
- they may impede the movement of other road users.

Examples of bus facilities

Examples of a bus-only link and a bus lane are shown in Figure 7.33 and Figure 7.34 respectively.

Figure 7.33: Example of a bus-only link*City of Stirling, Western Australia***Figure 7.34: Example of a bus lane***City of Sydney, New South Wales***7.6 Alternative Treatments**

Physical LATM devices are not always the best or most feasible option available in terms of managing traffic in local streets. The LATM strategy development process should check to see if there are alternatives that could be considered first.

Education and community advertising as well as context sensitive urban design and landscaping practices are commonly employed. New psychological approaches such as 'naked streets' and 'self-explaining streets', and also community reward programs have become popular in some areas. The City of Stirling in Western Australia for example reports (2013) using a variety of programs, such as bin stickers and the council's 'safe speed promise' program.

Reinforcing a low speed environment by giving the street back to families and thereby carefully using the presence and activities of people in the street to encourage good driving behaviour can be very effective. This is particularly so where streets have mixed land uses that support a very active environment for large parts of the day.

Other alternative treatments include:

- arterial road improvements to enhance capacity or to manage turns more effectively
- change the image or place function of the street
- encouraging more active roadsides
- careful location of intensive traffic generators
- use of variable message signs
- smart travel programs
- vehicle trip reduction
- police presence/speed enforcement/speed cameras
- use of neighbourhood pace cars
- intelligent transport systems including in-car speed limiting technology
- speed overrides.

8. Design Considerations for LATM Schemes

When it is desired to change the local street environment to be more sympathetic to the needs of local residents, a carefully thought out approach is required. Wide, long carriageways and high design speed environments encourage high vehicle speeds and present a greater potential for conflict, which are incompatible with the multipurpose function of residential streets. An objective of local area traffic management should be to create a street layout arrangement that is self-regulating in terms of traffic behaviour.

The success of a traffic management scheme can be greatly affected by the appropriateness of specific design considerations. It will also depend on the detailed design of the various devices being correct both individually and in combination. Figure 8.1 illustrates one example of the type of design conditions that must be considered when implementing LATM in Australia and New Zealand.

Figure 8.1: Slow point in Christchurch, New Zealand after a snow fall



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The design of LATM devices would not normally proceed until after a particular scheme has been formally adopted by council. Nonetheless, there are a number of general considerations that apply to the selection and design of LATM devices that must be kept in mind. These include:

- design speed and design vehicle
- minimum and maximum grades
- location and spacing of devices
- appropriateness of the gradient
- allowance for cyclists and pedestrians (including people with disabilities)
- allowance for other road users such as public transport, commercial and emergency vehicle users
- lane and carriageway widths
- surface drainage requirements
- provision for underground utilities
- maintenance provisions
- construction materials
- climatic conditions
- visibility requirements
- critical dimensions
- suitability of the type of device
- signs and linemarking requirements
- the need for temporary installations
- provision of landscaping.

The design of treatments should meet the general requirements of function, appearance and safety. In addition, the selection, placement and design of treatments should have regard to the needs of all road users including users of buses and emergency vehicles, people with disabilities and mobility impairment, and other pedestrians and cyclists.

Many devices introduce additional complexities for cyclist/pedestrian/driver interaction and separation in the vicinity of treatments may be desirable. Some devices can be quite problematic for cyclist and pedestrian safety particularly where speeds are even moderately high or when speeds or volumes on intersecting roads are significantly different to each other. A basic premise of the design should be that all new or modified traffic control devices should enhance the amenity of the area and should aim to make the street safe and accessible for everyone irrespective of their level of ability or mode of transport.

Australian Standard AS 1742.13 – 2009 *Manual of Uniform Traffic Control Devices – Part 13: Local Area Traffic Management* provides specific details on the design of individual LATM devices. Additional details on the form, construction and location of devices to maximise their inherent safety are provided in the sections that follow and in the Austroads *Guide to Road Design*.

8.1 Placement and Nature of Devices

The following principles should generally be followed when determining the placement and nature of devices:

- The location of a treatment in the street should ensure that no device is encountered unexpectedly or in an environment in which drivers are likely to be travelling above a safe speed at which to negotiate the device.
- Devices should be chosen to be consistent with the target speed environment at that location. LATM devices are consistent with a 50 km/h or lower speed limit.
- The first device encountered in a street should be placed where it can be clearly seen and speeds are naturally low (AS 1742.13 – 2009).
- LATM has been advanced largely by innovation and experimentation. Every type of treatment, no matter how familiar elsewhere, is 'new' the first time it is tried in a locality. Unconventional or unfamiliar treatments need to be carefully designed and implemented.
- The design aim should be that the type of treatment and the required action is clearly apparent to approaching drivers.
- The potential for deliberate and accidental violations, leading to risky behaviour, should be considered.

8.2 Forgiving Design

There are a number of principles for forgiving design consistent with a Safe System:

- All physical devices should be designed in such a way as to minimise damage to vehicles that fail to negotiate them in the correct manner.
- Semi-mountable kerbs, frangible signs, hazard markers and other similar forgiving treatments should be used. Semi-mountable kerbs should be used in preference to barrier kerb except where pedestrian safety at a device requires a barrier kerb.
- Electricity supply poles and other road furniture that are located close to the kerb, especially on the departure side of LATM devices, should be relocated or protected.
- Landscaping materials and features, such as walls, rocks and other solid items, should be carefully located so as not to be hazards. The safety needs of drivers accidentally deviating from their proper path and the need to control drivers' deliberate abuse of devices (e.g. by drivers manoeuvring the wrong way around them) should be carefully balanced.

8.3 Spacing of Devices

In Section 3.3.2, providing guidance on device spacing, it was noted that LATM devices should not be spaced too far apart if they are to exert an influence on speeds along the whole street. AS 1742.13 recommends that device spacings should be in the range of 80–120 m. Refer to Section 3 and Commentaries 13 and 14 for more information on speed-based scheme design.

8.4 Device Deflection

Devices should be designed in terms of their location and form such that the horizontal or vertical deflection caused by the device reduces the 85th percentile speed at the device below 40 km/h in all cases. Many devices like driveway links and angled slow points should preferably be designed such that the angle of deflection through the device will safely reduce vehicle operating speeds at the device down to between 10 and 20 km/h. However, if this is done, care needs to be taken to ensure that the speed differential on the approach to the device is not greater than 20 km/h. Additional information on speed-based design is given in Section 3 and Commentaries 13 and 14.

8.5 Design Vehicles and Checking Vehicles

Devices are required to be designed using the appropriate design vehicle and checking vehicle (Austroads 2013a) for the function of the road or street. In a local access street generally this will be some form of rigid truck, e.g. a garbage or furniture removals truck. When considering a collector street or a bus route, a different design vehicle and checking vehicle may be required than for an access street. In all cases the design vehicle must be able to negotiate the entirety of the scheme without mounting kerbs or encroaching into dedicated pedestrian spaces. The checking vehicle can be allowed to mount kerbs and go on the wrong side of islands if needed. However, where possible, an easily identifiable and accessible alternative route to each property should be used. It should be noted that when the appropriate design vehicle is applied together with 'device deflection' and spacing requirements, some devices will not be suitable on bus routes or collector roads. For example, it may not be possible to design a roundabout with enough deflection for it to operate safely and with adequate speed reduction, while still accommodating a design bus, especially if the bus is executing a right turn. In that case, other devices will have to be considered and they may need to be located at different positions along the road. Refer to Sections 2.4.1 and 8.12 for more information.

8.6 Gradients

Grades at intersections are generally more critical than at mid-block locations because drivers may need to come to a complete stop after traversing an LATM device on the approach to an intersection.

LATM devices should not generally be installed on roads with a longitudinal grade greater than 3%. Where there is no reasonable alternative available, a maximum of 10% longitudinal road grade may be acceptable providing that any devices are not installed in isolation, all risks have been identified and appropriately addressed, and the treatment can be justified.

Installation of LATM devices on grades steeper than those indicated above is not generally considered acceptable but may be justified in extreme circumstances where safety would otherwise be compromised providing that a comprehensive risk management assessment process is conducted and all necessary requirements are appropriately addressed. Factors to be taken into consideration are road type and width, horizontal and vertical alignment, speed environment, vehicle types using the road, terrain, etc. In these cases before and after studies should be conducted (including road safety audits and speed monitoring) to verify the safety and effectiveness of the treatment.

8.7 Colours and Textures of Materials

Materials should be sympathetic to the desired streetscape and environment. To clearly distinguish between facilities for different road user types the following road pavement colours should generally be adopted in Australia:

- Red: bus lanes, bypasses and other on-road bus facilities
- Green: cycle lanes, bypasses and other on-road cycling facilities
- White: linemarking and dedicated on-road pedestrian facilities.

In New Zealand a road controlling authority may provide a contrasting colour or texture to that of adjacent lanes to discourage use of special vehicle lanes by other drivers. While no specific colours are prescribed, there is general consensus that if a contrasting surface treatment is to be used for on-road bus and bicycle facilities that it be green (Figure 8.2).

Figure 8.2: Example of the green coloured bus facilities used in New Zealand



The texture of pavement materials used in LATM treatments should have good skid resistance properties and should contrast with the adjacent roadway so as to complement the visual impact of the device. Where there is an interaction of pedestrians and vehicles such as the case with pedestrians crossing at intersections, the colour and texture of the road surface treatment must not be the same as the adjacent footpath, especially if the treatment incorporates a flat-top road hump or a raised pavement, as it may be confused for a formal pedestrian crossing facility. Care also needs to be taken to ensure that flush surface treatments (e.g. threshold treatments) do not create confusion in relation to road user priority.

Tactile surface treatments should be used if there is no level difference where the pedestrian footpath meets the road to differentiate the edge of the roadway, particularly for people with sight impairment.

8.8 Lane Widths

Care needs to be taken that the introduction of LATM treatments that narrow the road carriageway width do not create safety problems for cyclists.

Practice should be that lane widths are either designed to be wide enough in all instances to allow the safe passage of a cyclist and a vehicle side by side (3.7 m or more) or narrow enough to permit the passage of a vehicle or bicycle only (3.0 m or less). Widths in between these two extremes create squeeze points and result in conflicts.

Local streets with speed environments of 50 km/h or more should be 4.2 m or wider in order to be satisfactory for cyclists. In higher-speed environments, lane dimensions should be 4.3–5.0 m (see the *Guide to Road Design Part 3: Geometric Design*).

In local streets where the speed is 30 km/h or less it is generally preferable to adopt lane widths of 3.0 m or less. In these cases there is no side by side travel and instead the cyclist will occupy the whole lane. However, narrow lane widths (3.0 m or less) should not be promoted where significant numbers of child or inexperienced cyclists are likely to occur, as it would be inappropriate from a safety perspective. In these instances off-street bicycle paths should be considered to physically separate cyclists from vehicles.

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Where the demand warrants it and it can be accommodated, separate facilities for cyclists such as bicycle lanes may be provided. It should be noted that the sharing of lanes cannot be legally performed in all states.

Wider lane widths (acceptable 3.7 m, desirable 4.2 m or more) should generally be used on roads with bus routes or that carry a reasonably high proportion of commercial vehicles. Kerbside lane widths in excess of 4.2 m should be avoided where kerbside parking demand is high to limit the possibility of moving and parked vehicles sharing the same lane.

8.9 Sight Lines

Devices should be designed so that drivers can recognise and react to them appropriately in terms of both the approach speed and alignment. Issues to be considered to ensure visibility include:

- Roundabouts: There should be a clear view of the approach splitter island, the central island and the circulating roadway from a distance of 40–70 m, depending on the road function and entry speed, to ensure that there is sufficient stopping distance. At the give-way line, the driver should have a clear sight of traffic approaching on the right. There is some evidence to suggest that the safety of roundabouts can be improved by restricting the sight distance on the approach to the roundabout (but still ensuring adequate sight distance close to the give-way line) as this tends to encourage slower approach speeds (see the *Guide to Traffic Management Part 6: Intersections, Interchanges and Crossings*).
- On other treatments, adequate sight lines should be maintained for oncoming traffic (particularly at single-lane devices) while keeping in mind the form and landscaping of these treatments can be used to reduce the apparent scale and length of the street to induce lower speeds.
- Adequate sight lines for pedestrian and cyclist safety must be ensured (see the *Guide to Traffic Management Part 7: Traffic Management in Activity Areas* and the *Guide to Traffic Management Part 13: Road Environment Safety*).
- Landscaping should be maintained so that it does not impact upon visibility particularly for pedestrians.
- Devices should only be installed where there is adequate street lighting. In addition, all street features and road furniture should be delineated for night-time operation (see AS/NZS 1158 – Set: 2010, *Lighting for roads and public spaces* and the *Guide to Traffic Management Part 13: Road Environment Safety*).

Provision for sight distance should generally be consistent with the requirements of Austroads *Guide to Traffic Management Part 6: Intersections, Interchanges and Crossings* for an urban environment. This would normally mean that up to 60 m stopping sight distance needs to be provided on the approach to LATM devices.

8.10 Conspicuity: Signs, Marking and Lighting

The conspicuity and legibility of treatments is critical to their safety and functionality. Night-time visibility under poor weather conditions should be the basis of the scheme design. When designing LATM devices, consideration must be given to providing adequate road marking, signing and lighting to support the device's purpose.

Signs

Signs and delineation should conform to AS 1742.13 and any requirements current in each jurisdiction. Appropriate signs should be used at entry points to a local area.

Signs should be kept to the minimum necessary. If a device is part of an area-wide scheme, certain signs and markings may be omitted (AS 1742.13: Section 3.2). These, and the conditions under which they may be omitted, are described in AS 1742.13. If a device is found to require substantial signs to guide drivers, 'thought should be given to simplifying the device' (AS 1742.13: Section 3.2).

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Other aspects that should be considered include:

- Signs must be reflectorised or illuminated.
- Adequate vertical clearance to signs should be maintained over pedestrian spaces (2.3 m).
- Existing street furniture may be used for the mounting of signs.

All legal requirements regarding procedures and approvals for signs in the jurisdiction should be observed.

Delineation and marking

Raised reflective pavement markers and/or linemarking should be used to delineate vehicle paths but should not be used within the bicycle operating space. The noise created by vehicles running over pavement markers may also need to be considered.

Bollards with reflectors will help to highlight the presence and shape of an LATM device.

Differential kerb materials help to highlight the edges of an LATM device. Darker materials such as bluestone or coloured concrete require extra attention with reflective markers.

Lighting

The intensity of lighting in the area surrounding an LATM device should be provided to at least AS/NZS 1158 – Set: 2010 standard. Adequate shielding should be provided to minimise disturbance to adjacent occupiers.

Within the limits set by spacing requirements, LATM devices may be placed at existing light positions to minimise the need for additional street lighting. However, locations of existing lighting poles should not be allowed to adversely affect the functionality of the devices. In this respect, care should be taken not to increase the road safety risk by installing lighting poles adjacent to the kerb on the departure side of horizontal deflection devices.

8.11 Landscaping and Planting of Treatments

The landscaping component of an LATM scheme will play an important role in the acceptability, performance and safety of the scheme. Suggested safety objectives of landscaping of LATM treatments are:

- Landscaping should reinforce the idea to drivers that the street is 'special' and different to a traffic route.
- Landscaping should be used to improve safety by reinforcing the need for drivers to change direction in the case of slow points, closure of the street image, or providing a contrasting background to a sign.
- Landscaping should create visual continuity, reinforce the local nature of the area and the local function of the street.
- Landscaping should increase safety by reinforcing vehicle and pedestrian paths, but must not obscure visibility.
- Plants should be chosen in terms of their eventual size and form in relation to these safety considerations, as well as aesthetics, durability, maintenance and watering needs.

The additional costs of landscaping of treatments are stated in Section 3.3.5. However, it should be noted that omission of landscaping, as well as possibly threatening the acceptability of the scheme, might not necessarily increase the safety of the installation, e.g. if approach speeds are increased as a result.

8.12 Catering for Cyclists and Pedestrians

The safety and convenience of cyclists and pedestrians in the general traffic system is usually achieved through various ways of segregation from motor traffic, in time or space: separate lanes and paths, signalised crossing points and other treatments (*Guide to Traffic Management Parts 5 and 6*). However, the free and ubiquitous nature of pedestrian and cyclist movement at the local level means that their total segregation from other traffic is neither desirable nor possible in most cases. Local streets should be attractive and feasible for most pedestrian and cyclist movement, and it is not necessary to provide separation for pedestrians and cyclists in local streets to an excessive manner. Conditions in local streets should therefore cater for the expectation that these different road users may need to share the street space (McClintock 2002). Note, however, that experience has shown that, even in shared streets, there should be a defined footway where vehicles cannot intrude.

An underlying principle of LATM is that conditions should be made better for pedestrians and cyclists, by virtue of the intentions of LATM (particularly speed reduction) (Yeates 2000a, b). The consequences of poorly designed LATM schemes are more likely to impact on cyclists than pedestrians. Although experience in countries such as the Netherlands and Denmark demonstrates the compatibility of traffic calming measures with high bicycle use (Cleary 1991), similar treatments are often criticised in Australia and New Zealand for increasing rather than decreasing risks to cyclists.

The ideal described by Cleary is rarely achieved. Commonly, this is because potential conflicts between bicycles and vehicles are increased but vehicle speeds have not been sufficiently reduced. Close attention should be given to **how** things are done as much as **what** is done.

Whether or not separation of bicycles and other vehicles is required depends on considering all conditions and objectives. Unless speeds are quite low (say < 30–40 km/h) some form of separation for cyclists may be desirable (at least on the designated bicycle network). Separation is more critical at intersections and at devices that deflect the travel path (e.g. slow points) than at uncontrolled mid-block locations. Where mid-block bicycle lanes are provided, they should be carried through these more critical locations. In local areas, especially where there is direct access to abutting development and frequent need to cross roads and streets, on-road lanes are more preferred over off-road paths for cyclists, as cyclists entering or crossing roads, especially the young, are at increased risk.

Bicycle and pedestrian safety considerations should also be included in safety audits of LATM schemes and treatments, at all stages. The needs of mobility impaired pedestrians and people with disabilities should also be carefully considered. The *Guide to Road Design Part 6A: Pedestrian and Cyclist Paths* provides guidance on alignment, width and geometric requirements, and information on the design of treatments necessary for a designer to prepare detailed geometric design drawings.

Additional source material and more detail on this topic can be found in: Bicycle Federation of Australia (1996); Cleary (1991, 1992); CROW (1988); Hawley et al. (1993); ITE (2002); Maher (1990, 1994); Maher and Stallard (1994); McClintock H (ed) +(1996, pp. 20–41); McClintock (2002: Chapter. 5); Main Roads WA (2014); Ove Arup and Partners (1997); Road Data Laboratory (1993); VicRoads (2008); Department of Infrastructure, Planning and Natural Resources (2004); Taverner Research (2009) and many of the jurisdictional guidelines listed in Commentary 1.

8.12.1 Providing for Bicycles in LATM

The main goal of bicycle planning is to provide safe and attractive facilities for riders of all ages and abilities that encourage cycling as a desirable alternative to motor vehicle travel including providing programs that provide for safe and convenient travel by bicycle. The purpose of a bicycle network is to provide the facility for cyclists of a wide range of abilities and experience to move safely and conveniently to chosen destinations via suitable routes.

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Consideration of cyclist needs should be an integral part of the LATM planning and design process rather than treated as a supplementary or post-design check. Cyclists' needs can be expressed in terms of four requirements (Maher & Stallard 1994):

- *Enhanced cycling access* – by linking safe cycling streets to form continuous through-routes for cyclists, and by improving crossing points across main roads.
- *Enhanced safety of cycling* – by restricting the speed, volume and movement of motor vehicles, without introducing additional hazards for cyclists.
- *Enhanced convenience of cycling* – by providing new, safe cycling opportunities and short cuts to destinations.
- *Maintenance of continuity of bicycle routes* – by ensuring uninterrupted bicycle passage through local streets, and by ensuring bicycle access through full or partial road closures.

Clearly, the needs of cyclists (and pedestrians) should be considered in the planning of LATM schemes and in the detailed design of treatments. The most credible approach for assessing on-road bicycle facilities is based largely on a consideration of kerb lane width and traffic speed, taking into account other factors such as number of commercial driveways, number of heavy vehicles, parking turnover and the quality of the road surface.

The sources noted at the end of this section offer guidance on the planning and design of LATM schemes in ways that acknowledge bicycle requirements.

The design guidance given in the following sections should be kept in mind in the treatment, selection and design process (see also the *Guide to Road Design Part 3: Geometric Design of Roads* and the *Guide to Road Design Part 6A: Pedestrian and Cyclist Paths*).

When considering the type of bicycle facility, such as bicycle lanes or shared use paths, the two guiding principles are separating cyclists from motor vehicles and providing a high level of priority for cyclists across driveways and through intersections (see the *Guide to Traffic Management Part 4: Network Management*).

Separation of cyclists from motor vehicles is not always required on local and collector roads that have traffic volumes less than 5000 vpd and speeds less than 40 km/h. In these circumstances, it is considered appropriate that adult cyclists may share the road with motor vehicles and younger cyclists may use the footpath where this is supported by appropriate road rules. However, where space permits, it is still important to consider the provision of a separated bicycle facility such as a bicycle lane or shared use path.

Design considerations

There are three design issues that the treatment selection and design of LATM should take into account:

- bicycle/vehicle conflict
- bicycle/pedestrian conflict
- bicycle service and comfort.

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When adapting the traffic environment, keep in mind:

- the dynamic characteristics of the bicycle and rider, which may vary widely according to age, bike type, experience, skill, etc.
- the seven broad categories of cyclists and their very specific needs; the categories include:
 - primary school children
 - secondary school children
 - recreational cyclists
 - commuter cyclists
 - utility cyclists
 - touring cyclists
 - sports cyclists in training
 - (Refer to the *Guide to Traffic Management Part 13: Road Environment Safety*)
- it will often be necessary to provide separate facilities for different groups of cyclists
- the sometimes aggressive, and often inconsiderate, attitude of drivers towards cyclists
- the youth and inexperience of many local street cyclists, who are nevertheless a legitimate part of the traffic system.

General requirements

The following aspects of good LATM design and maintenance are especially important for cyclists:

- Avoid placing speed control devices in isolation.
- Position devices sufficiently closely together to deter unnecessary acceleration and braking.
- Provide bicycle bypasses of devices
 - where closely spaced devices could detract from the attractiveness of the route for cyclists
 - where there is a significant difference in the speed of vehicular and bicycle traffic
 - where it is desirable to separate cyclists from other traffic
 - anywhere cycling needs to be encouraged.
- Provide clear signs and visibility.
- Provide adequate street lighting.
- Aim for a speed environment that is sympathetic to cyclists as well as other road users.

Route continuity

LATM can be used actively to improve bicycle route connectivity and continuity. It certainly should not hinder cyclist or pedestrian movement. Provision should be made for cyclists through street closures and other treatments that block some or all motorised traffic. Where bicycle routes cross traffic routes, islands and refuges should be wide enough to shelter bicycles safely.

Vehicle speeds

Most of the concern about risks and impediments to cyclists arises from the excessive speed of motor vehicles when they come in close proximity with bicycles. If motor vehicles are not travelling faster than bicycles then spatial separation is less critical and therefore integration of bicycles within the traffic stream is appropriate.

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Therefore, the most important contribution to pedestrian and cyclist safety and amenity in local streets comes from effective reduction in vehicle speeds, requiring concerted application of all the relevant advice in this Guide. This means aiming at speeds below 40 km/h rather than above 50 km/h, for all vehicles, if a compatible speed environment is genuinely sought. See, for example, Bicycle Federation of Australia (1996), which argues for maximum speeds of 30 km/h in a cycling environment unless other measures are provided.

Isolated treatments encourage fluctuating speeds, which in turn expose cyclists to greater risk. LATM treatments should aim to encourage lower and more consistent speeds along the street (Section 2).

Sometimes the speed of cyclists may be a problem. While cyclists need to be able to maintain momentum, they should not expect to ride at high speed through traffic-calmed areas (especially shared zones) where the intention is to create a low-speed environment.

Surfaces

Cyclists need smooth and sufficiently wide surfaces. Treatments should avoid creating:

- leading edges (to humps and changes in materials) that stand proud of the road surface
- longitudinal ruts, grooves, grates or edges that may trap a bicycle wheel, especially when cyclists are directed to travel near the kerb
- any surface that might destabilise a bicycle or provide poor skid resistance
- surfaces that may cause severe grazing in the event of a fall.

Areas for cyclists that are likely to accumulate debris should be regularly swept. Inaccessible spaces that cannot be easily maintained should be avoided.

Squeeze points and roundabouts

Squeeze points and locations where drivers may attempt to negotiate severe deflections at excessive speeds, exposing cyclists to vehicles at higher speeds, should not be created. The number of squeeze points in general should be minimised, and their visibility maximised.

Wherever possible, LATM schemes should be designed so that the speed of motor vehicles in a street will not be appreciably higher than that of bicycles, and cyclists can use the road space safely and comfortably on equal terms. Particularly under low traffic volumes and speeds, it is appropriate that the lane width be designed such that it is narrow enough to only allow the movement of a motor vehicle or a bicycle but not both side by side (i.e. less than 3 m). The placement of a bicycle pavement symbol in the middle of the travelled way helps to alert drivers to the fact that a cyclist may expect to use the lane.

Where possible, especially on streets with moderate to higher traffic flows and/or speeds or where the above conditions cannot be met, cyclists should be provided with a means to bypass squeeze points such as angled slow points. It is preferable for bypass treatments to remain on the road surface to avoid creating additional give-way issues. Where bypasses are incorporated into the design:

- there should be adequate clearance to obstacles
- they must not lead cyclists into hazardous situations
- they should join smoothly with the road surface
- they should be designed in a way that will enable them to be kept clean
- parking will need to be banned in the vicinity of the device to permit easy access through it, or the bypass will need to be angled back towards the road so that it emerges beside on-street parking rather than at the kerbside and reliant on parking compliance.

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Roundabouts are a common, and often problematic, form of squeeze point in local streets. They improve safety for drivers but may decrease safety for pedestrians and cyclists (Cleary 1991, Robinson 1998), and designers should strive to design roundabouts to provide an acceptable level of safety for cyclists. While these concerns are a practical consideration mainly on more frequently-trafficked streets (where there is a realistic probability of a cyclist meeting motor vehicles at a roundabout and having to share the circulating roadway with them) there is a high level of concern among cyclists about smaller roundabouts (Cleary 1991, pp. 9). The same principles for all squeeze points apply: either separate cyclists from drivers, or scale down the roadway so that sharing of the lane is not possible, and the cyclist occupies the lane. This will require careful attention to approach speeds and geometry, and speeds through the roundabout. A cyclist is able to negotiate most roundabouts in tight intersections at a higher speed than motor vehicles, but is more exposed where the geometry is eased to allow for buses and other larger vehicles.

Failure of drivers to perceive and give way to cyclists in roundabouts is commonly reported, and is a symptom of a wider problem for cyclists in the traffic network. LATM programs should include education and physical prompts to remind drivers of their obligations to other road users in local streets.

Information on the selection and design of roundabouts and related issues on cycling is contained in Cycling aspects of Austroads guides, the *Guide to Road Design Part 4: Intersections, Interchanges and Crossings*, Section 5.3 of the *Guide to Road Design Part 4B: Roundabouts* and the *Guide to Traffic Management Part 12: Traffic Impacts of Developments*.

Path Design Criteria

Information on the path design criteria for bicycles is contained in the *Guide to Road Design Part 6A: Pedestrian and Cyclists Paths*.

Interaction with parking

Where there is a high demand for parking, and the street is wide enough and it can be done safely, space should be allocated to accommodate parked vehicles, an operating space for cyclists, and adequate clearance to accommodate the opened door of parked vehicles.

With parallel and angle parking, bicycle lanes should be constructed in accordance with the layout details shown in the *Guide to Road Design Part 3: Geometric Design*.

Vertical devices

While there is some debate about this among cycling advocates, there is generally a preference for vertical speed control devices with smooth and gradual surface transitions rather than horizontal devices that create squeeze points. Flat-top road humps with ramps of 1:15 to 1:20 relative to the gradient of the road are generally regarded as bicycle friendly. Side slopes across the line of travel should not be severe. Transitioned ramps (such as sinusoidal humps) are recommended (Webster & Layfield 1998). Greater downhill speeds should be anticipated when considering humps on grades.

Factors to be considered with respect to horizontal and vertical alignment, gradients, cross-section and clearances are provided in Section 4.8 of the *Guide to Road Design Part 3: Geometric Design*.

Additional source material and more detail on this topic can be found in: Austroads (2014a) and RTA (2005).

8.12.2 Providing for Pedestrians in LATM

Many of the network planning considerations for cyclists (Section 8.12.1) also apply to pedestrian networks. The design of LATM treatments and street changes should, as much as possible, aim to improve pedestrian amenity, convenience, and safety. In addition, LATM may be considered as part of a pedestrian plan, or conversely pedestrian policies may guide the selection, location, and design of LATM treatments (RTA 2002). In general, measures that reduce vehicle speeds will improve conditions for pedestrians. Other principles are:

- Integrate LATM into pedestrian networks and plans, e.g. safe routes to school.
- Reduce roadway widths at points where pedestrians may cross, and other places where pedestrians are exposed to traffic.
- Provide clear sight lines between drivers and pedestrians.
- Avoid confusion and make clear who has priority and what behaviour is expected of both pedestrians and drivers at points of conflict (e.g. where to cross and where not to cross, etc.).
- Create conditions such that drivers choose appropriate speeds at points of conflict.
- Pedestrian paths along and across streets (including refuges) should be of adequate width and surface quality.
- Pedestrian considerations should be a key part of safety audits at all stages of the process.
- The speed difference between cyclists and pedestrians can be quite high, and collisions between pedestrians and cyclists can be serious for both parties. The design should provide adequately for both groups of road users.
- Care needs to be taken not to locate flat-top road humps in the vicinity of pedestrian thoroughfares, as pedestrians may incorrectly perceive the presence of such a device as giving them priority over vehicles. Kerb ramps and pedestrian refuges should not be incorporated in the design and pedestrian footpaths should be physically separated from the device through the application of landscaping or other means. Use of special textures/colours on the raised pavement may also be inappropriate where vehicle priority is unclear.
- Although speeds are expected to be low in shared zones and other streets where pedestrians and vehicles share the same space, experience has shown that encouraging drivers to use the centre part of the street to leave room for pedestrians is generally desirable for the young and the elderly.

Other design aspects related to specific LATM treatments are mentioned in Section 7.

Information on the design criteria for pedestrian paths is contained in Section 6 of the *Guide to Road Design Part 6A: Pedestrian and Cyclists Paths*.

Additional source material and more detail on this topic can be found in: AS 1742 – Set: 2014, AS 1428 – Set: 2010 and in the jurisdictional guidelines listed in Commentary 1.

8.13 Catering for Emergency Vehicles, Buses and Trucks

Designs that allow for larger vehicles will not be as effective in controlling car speeds. Catering for legitimate large vehicles without compromising the speed-control objectives will require skilful planning and design, and some degree of trade-off.

Plans do not always have to allow for the largest conceivable vehicles. Deliverers and service providers may have to be alerted to the need to use smaller vehicles (e.g. for furniture removal and garbage collection). There may be operating cost implications that need to be taken into account in evaluation.

Advance warning signs should be provided in order to discourage large vehicles from entering areas where devices are difficult to negotiate.

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Design templates and guides should be used to ensure that design vehicles, including modern low-floor buses, can pass through or across devices.

Consultation with bus and emergency services agencies is a necessary part of the planning and design process.

Road cross-sections and parking control at and near LATM devices should take account of the needs of emergency vehicles (especially fire trucks), buses and commercial vehicles.

The following sources contain additional material on this topic: Ewing (1999a: Chapter 7), Hawley et al. (1993), VicRoads (1999b).

8.13.1 Providing for Emergency Services Vehicles in LATM

Emergency services commonly express concerns about the impacts of speed control devices on turn-out times. Reported research (e.g. Ewing 1999a) shows that the delay per slow point or road hump is generally well below 10 seconds. The delay at each road hump is reported to be between 3 and 5 seconds for fire trucks and up to 10 seconds for an ambulance with patient (ITE n.d.). It should be possible to calculate the increase in response times for a given proposal, and compare this with the current response time and with the target times. The issue is not whether the slow points add to the turn-out time, but whether the required turn-out time targets are met to all parts of the service area while improving general traffic safety and amenity for the neighbourhood. Other studies have shown that road humps caused less severe impacts.

Recommended elements of a process to address emergency services concerns are:

- Consult with the responsible agencies, particularly at the early stages of investigation and planning.
- Focus on the actual rather than claimed effects of speed control devices (i.e. have the factual evidence before you).
- Recognise designated response routes and minimise restrictive devices on those routes where possible.
- Ensure (by design template checks and so on) that essential vehicles can gain access to all properties at reasonable speed. This may involve wrong-way movements at roundabouts and displacement of signs and bollards in emergencies.
- If possible, implement treatments in stages so that the impacts can be observed and modified if needed.
- Select treatment types and designs, including innovative treatments such as road cushions that help to meet emergency services concerns.
- Re-design treatments where possible in response to realistic emergency services submissions.
- Create informed public opinion about the benefits that offset any marginal increases in turn-out times.

Emergency response routes are likely to be potential or actual bus routes, be feeder routes to schools and other local facilities, and also are likely to be the more important traffic collector streets in the neighbourhood. They will therefore generally be among the streets with the greatest problems and challenges. While restrictive devices are generally inadvisable on streets with high emergency vehicle volumes such as an access to a fire station, doing nothing on these streets may not be an acceptable option. It may be appropriate to consider these streets for non-physical speed enforcement measures such as speed cameras (manned or unmanned), lane reduction and speed advisory devices.

The effect of vertical displacements on patients is the main concern for ambulance operators. While vertical accelerations will be generally no greater than those encountered in normal operation on the road system if ambulances traverse devices at an appropriate speed, it is advisable not to place vertical displacement devices on streets frequently used by patient transport vehicles.

The following source contains additional material on this topic: VicRoads (1999a: Chapters 1, 8 and 10).

8.13.2 Providing for Buses in LATM

Buses present LATM design issues such as manoeuvrability and occupant comfort. In addition, speed control along portions of bus routes may affect schedules and fleet management.

As a general rule buses must be able to negotiate all LATM devices situated on bus routes and access routes to schools. Bus operators should be consulted prior to the design stage and their written agreement obtained to the proposed devices. On bus routes, from a bus service perspective, horizontal deflections are generally preferred over vertical deflections as they provide less discomfort to bus passengers.

Some jurisdictions have rules governing the use of single-lane devices on bus routes and angled devices that require buses to occupy the full width of a roadway. Bus-only links are generally regarded as desirable and have been the subject of technological development (refer to Section 7).

State regulations and guides should be consulted to determine local requirements. Some of these are noted in the following discussion of roundabouts and humps on bus routes.

Roundabouts on bus routes

Roundabouts appear to be generally acceptable to bus operators, with the literature focussing on the need for careful design and consultation. However, they are not universally favoured in all jurisdictions.

The *Guide to Traffic Management Part 6: Intersections, Interchanges and Crossings* is the primary reference document for the design of roundabouts in local streets. All roundabouts should be designed in accordance with the principles outlined in that Guide.

Additional information on the selection and design of roundabouts is provided in Section 7.

Road humps on bus routes

Prevailing state regulations or operator requirements may prohibit some or all forms of vertical speed control devices. Where road humps are permitted on bus routes, they should in general conform to the research-based indicators except where jurisdictional requirements differ:

- Round profile (Watts profile) road humps should have a maximum height of 75 mm.
- Flat-top devices on bus routes will generally need to have flatter ramps than the 1:12 to 1:15 ramps required to bring car crossing speeds down to a required level. This will mean a degree of compromise. In these cases, a platform length of 6 m or more, a platform height of 75 mm, and a ramp gradient of 1:20 are recommended essentially preventing the use of flat-top road humps and requiring the use of raised pavements.
- Note that a slightly higher platform of greater length may also work. ARRB research (Jarvis 1992) suggests that a 2 m long ramp on a 100 mm high; 8 m long platform (i.e. 1:20) would provide satisfactory conditions for buses at low speeds, while producing car crossing speeds only some 4 km/h higher than over 1:15 ramps. Note that ramps flatter than 1:15 are also generally regarded as being 'bicycle friendly'.
- Wombat crossings on bus routes should be treated similarly to flat-top road humps. As such, a minimum platform length of 6 m, a platform height of 75 mm, and ramps with a gradient of 1:20 are recommended. Where buses do not regularly use a street the platform length may be able to be reduced and the platform height increased if acceptable to bus operators.
- Road cushions should be considered on bus routes where other forms of road hump are unacceptable.
- Design variations of both round profile and flat-top humps to create gentle transitions at the points of grade change, such as the sinusoidal hump, may make vertical devices more acceptable in terms of occupant comfort.

Figure 8.3: Combination road hump (Copenhagen)



Combination road humps such as the example in Figure 8.3 have flatter ramps for buses straddling more severe plateau ramps for general traffic (Kjemtrup 1988). Note also provision for cyclists to bypass the narrowed section.

Additional methods to reduce the impact of LATM schemes on bus operations are discussed in *A Guide for Traffic Engineers: Road Based Public Transport and High Occupancy Vehicles*.

The following sources contain additional material on this topic: Brindle and Morrissey (1998), Department of Transport (1992), O'Brien and Brindle (1999), VicRoads (1998, 1999a, b).

8.13.3 Providing for Trucks and Other Larger Vehicles in LATM

Many of the considerations outlined in the previous sections also apply to accommodating large private and commercial vehicles. The needs of service vehicles, especially garbage collection vehicles, will influence the selection and design of devices. Householders will have expectations concerning access for caravans, removalists, deliveries by larger vehicles and others. The selection of a design vehicle should take these expectations into account, recognising that a local street network designed for speed restraint cannot reasonably be expected to allow the passage of all large vehicles that may be in the road system.

The key factors when considering the design needs of larger vehicles are:

- select an appropriate design vehicle
- keep in mind that the larger the design vehicle, the less speed reduction will be achieved
- use warnings signs at the thresholds to the local area to advise drivers of larger vehicles not to enter
- use appropriate design templates, or conduct field trials to establish swept paths, etc.
- consider the use of removable street furniture (bollards, etc.) for occasional large vehicle access
- be careful of poles etc. close to the left edge of the roadway, especially where the cross-fall is significant.

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Australian Standards

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AS 1428 – Set: 2010, *Design for access and mobility.*

AS 1742.1 – 2014, *Manual of uniform traffic control devices: part 1: general introduction and index of signs.*

AS 1742.2 – 2009, *Manual of uniform traffic control devices: part 2: traffic control devices for general use.*

AS 1742.9 – 2000, *Manual of uniform traffic control devices: part 9: bicycle facilities.*

AS 1742.10 – 2009, *Manual of uniform traffic control devices: part 10: pedestrian control and protection.*

AS 1742.13 – 2009, *Manual of uniform traffic control devices: part 13: local area traffic management.*

AS 1742 – Set: 2014, *Manual of uniform traffic control devices.*

AS/NZS 1158 – Set: 2010, *Lighting for roads and public spaces.*

Commentary 1 Further Reading

Practitioners should be aware of, and comply with, advice and requirements that apply in their jurisdictions. Practitioners are responsible for ensuring that they have access to all relevant codes and guides that apply to their specific situation. Documentation current at the time this Guide was prepared follows.

Austroads/National Transport Commission

- Austroads 2009, *Guide to road transport planning*, AG RTP-09, Austroads, Sydney, NSW.
- Austroads 2013, *Guide to road design: set*, Austroads, Sydney, NSW.
- Austroads 2015, *Guide to traffic management: set*, Austroads, Sydney, NSW.
- National Transport Commission 2012, *Australian road rules*, NTC, Melbourne, Vic, viewed 12 June 2015, <[http://www.ntc.gov.au/Media/Reports/\(F1D63B25-98A0-8E5A-EBD4-BA6FC69ABF7D\).pdf](http://www.ntc.gov.au/Media/Reports/(F1D63B25-98A0-8E5A-EBD4-BA6FC69ABF7D).pdf)>.

Standards Australia

- AS 1348 – 2002, Glossary of terms: road and traffic engineering.
- AS 1428 – Set: 2010, Design for access and mobility.
- AS 1742.1 – 2014, Manual of uniform traffic control devices: part 1: general introduction and index of signs.
- AS 1742.2 – 2009, Manual of uniform traffic control devices: part 2: traffic control devices for general use.
- AS 1742.9 – 2000, Manual of uniform traffic control devices: part 9: bicycle facilities.
- AS 1742.13 – 2009, Manual of uniform traffic control devices: part 13: local area traffic management.
- AS 1742 – Set: 2014, Manual of uniform traffic control devices.
- AS/NZS 1158 – Set: 2010, Lighting for roads and public spaces.

New South Wales

- RMS 2013, RMS Austroads guide supplements: Austroads guide to traffic management: part 8: local area traffic management, Roads and Maritime Services, Sydney, NSW.
- RTA 1989, *Road design guide*, Roads and Traffic Authority, Sydney, NSW.
- RTA 2005, *Planning guidelines for walking and cycling*, technical direction 2005/01, Roads and Traffic Authority, Sydney, NSW.
- RTA 2011, *Use of traffic calming devices as pedestrian crossings*, technical direction TDT 2011/04a, Roads and Traffic Authority, Sydney, NSW.
- Department of Transport 1992, *Guidelines for the use of speed control devices on bus routes*, NSW Department of Transport, Sydney, NSW.
- Traffic Authority of New South Wales 1980, *Functional classification of roads*, Traffic Authority of NSW, Sydney, NSW.

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Victoria

- VicRoads 1998, Design for trucks, buses and emergency vehicles on local roads, brochure, VicRoads, Kew, Vic.
- VicRoads 1999, Designing local roads for ultra-low floor buses, brochure, VicRoads, Kew, Vic.
- VicRoads 2014, Traffic engineering manual: volume 1: traffic management: chapter 8: local area traffic management, 5th edn, VicRoads, Kew, Vic.
- VicRoads 2014, Traffic engineering manual: volume 1: chapter 10: trucks, buses and emergency vehicles, 5th edn, VicRoads, Kew, Vic.

The installation of major traffic control items listed under the Road Safety (Road Rules) Regulations 2009, such as speed limit signs and road humps, require the approval of VicRoads. Consent to install these items is delegated to councils on certain roads. In order to install a road hump on a scheduled bus route, written agreement of the Public Transport Corporation or the bus company operating the route is required.

Queensland

- Department of Transport and Main Roads 2013, *Traffic and road use management manual (TRUM)*, TMR, Brisbane, Qld.
- Queensland Office of the Queensland Parliamentary Counsel 2005, *Transport planning and coordination regulation 2005*, no. 178.
- Transport and Main Roads 2013, *Road planning and design manual*, 2nd edn, TMR, Brisbane, Qld.
- Transport and Main Roads 2014, Manual of uniform traffic control devices: part 4: speed controls, TMR, Brisbane, Qld.
- Transport and Main Roads 2014, Manual of uniform traffic control devices: part 13: local area traffic management, TMR, Brisbane, Qld.

The *Transport Planning and Coordination Regulation 2005 Act* gives Translink, as the part of the Department of Transport and Main Roads responsible for public transport planning/operations, the power to require that all bus routes are designed and constructed to allow for efficient bus travel. Design plans for local area traffic management devices must be forwarded to Translink for approval prior to construction.

The amendments to AS 1742 Part 13 for use in Queensland include prescriptive advice on actions that should be taken in order to demonstrate a duty of care.

Western Australia

- Department of Transport 2012, *Planning and designing for pedestrians: guidelines*, Department of Transport, Perth, WA.
- Main Roads WA 1992, Design guidelines for channelisation pavement markings and regulatory signing, MRWA, Perth, WA.
- Main Roads WA 2006, Guidelines for assessing level of service: pedestrian, MRWA, Perth, WA.
- Main Roads WA 2013, *Local area traffic management*, document no. D08-102211, MRWA, Perth, WA.
- Public Transit Authority 2003, *Bus route planning and transit streets*, PTA, Perth, Western Australia, (under review).
- Public Transit Authority 2003, *Traffic management and control devices (bus routes)*, PTA, Perth, Western Australia, (under review).
- Public Transit Authority 2004, *Bus priority measures: principles and design*, PTA, Perth, Western Australia, (under review).

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- Public Transit Authority 2011, *A practitioner's guide to bus movement and priority*, PTA, Perth, Western Australia.

The installation of signs, road marking and delineation must have Main Roads Western Australia approval. Consent to install is delegated to those councils that have obtained Main Roads Western Australia authorisation.

Note that the term 'Local Traffic Area' has a specific meaning in Western Australia; it is related to the imposition of a 40 km/h speed limit.

South Australia

- Department of Planning, Transport and Infrastructure 2012, Manual of legal responsibilities and technical requirements for traffic control devices: part 2: code of technical requirements, DPTI, Adelaide, SA.
- Pak-Poy & Kneebone Pty Ltd 1987, *Residential street management: manual*, Department of Transport, Adelaide, SA.

Councils have been granted approval from the Minister for Transport and Infrastructure to install standard traffic control devices on their roads, except for those listed in Appendix A of the Code of Technical Requirements, which require approval of the Department of Planning, Transport and Infrastructure (DPTI). Installation of LATM devices on bus routes require consultation with DPTI's Public Transport and Operations section and bus operators.

New Zealand

- Ministry of Transport 1987, *Guidelines for the use and construction of speed control humps*, Ministry of Transport, Wellington, New Zealand.
- Land Transport Safety Authority 2003, *Land transport rule: setting of speed limits: rule 54001*, as amended 2005 rule 54001/1 and 2007 rule 54001/2, LTSA, Wellington, New Zealand, <<http://www.ltsa.govt.nz/rules/>>.
- Land Transport Safety Authority 2004, *Land transport rule: traffic control devices: rule 54002*, as amended 2005 rule 54002/1, 2006 rule 54002/2 and 2007 rule 54002/3, LTSA, Wellington, New Zealand, <<http://www.ltsa.govt.nz/rules/>>.
- NZ Transport Agency 2008, *Traffic control devices manual*, NZTA, Wellington, New Zealand, <www.nzta.govt.nz/resources/traffic-control-devices-manual/index.html>.
- NZ Transport Agency 2004, *Traffic note 2: platforms as crossing points: guidelines*, NZTA, Wellington, New Zealand.
- NZ Transport Agency 2004, Traffic note 29: school crossing points ('kea crossings'): information, NZTA, Wellington, New Zealand.
- NZ Transport Agency 2004, Traffic note 43: speed limits less than 50 km/h: guidelines, NZTA, Wellington, New Zealand.
- NZ Transport Agency 2011, *Traffic note 1: pedestrian crossings: requirements*, NZTA, Wellington, New Zealand.
- NZ Transport Agency 2011, Traffic note 37: 40 km/h variable speed limits in school zones, NZTA, Wellington, New Zealand.
- NZ Transport Agency 2011, *Traffic note 50: marking and signing of roundabouts*, NZTA, Wellington, New Zealand.

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Commentary 2 LATM and Traffic Calming

LATM is only one of the possible applications of traffic calming but it is by far the most common and, for most practical purposes, the two terms are synonymous. This is reflected in modern dictionary definitions, which state that traffic calming involves 'the deliberate slowing of road traffic, especially through residential areas, by narrowing or obstructing roads' (Shorter Oxford English Dictionary). Similarly, the Transportation Association of Canada (1998) defines traffic calming as:

...the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour and improve conditions for non-motorised street users.

This precisely defines modern LATM. Thus, local traffic calming policies will, in practice, almost always require practitioners to investigate LATM possibilities. This Guide concerns only LATM in the form of traffic calming at the local level.

Traffic calming has become a broad and imprecise term. It was coined in Germany originally to describe measures used to support the introduction of 30 km/h zones, but now carries much broader connotations. Some concepts of traffic calming shift the focus from changing **driver** behaviour to inducing more fundamental social and attitudinal changes that would be reflected in **travel** behaviour, thus becoming more to do with travel demand management than traffic management. The *AMCORD Urban Guidelines for Urban Housing* (AMCORD 1992) defined traffic calming to include measures related to street design and construction as well as traffic management. Austroads (1998a) observes that 'traffic calming then becomes more than the application of devices; it provides an integrated approach to traffic precincts'. Thus, traffic calming is understood to embrace physical, educational and management approaches to reducing the impacts of vehicles on urban areas. It also has application beyond local streets. By some interpretations at least, 'travel smart' programs, bicycle preference policies and other local transport actions may be seen as being part of 'traffic calming'.

The following additional source material is recommended for reference on this topic: Brindle (1992: pp. 29–38); Austroads (1998a: part L-11).

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Commentary 3 Local Area and Local Precinct

A local area may include one or more connective roads (connectors, collectors or local distributors, depending on the recognised local terminology) which carry some acceptable through (non-local) traffic (Figure C3 1). Note that some local and state policies specifically exclude roads serving a significant collector or distributor function from the scope of local area traffic management. In general, LATM may apply on streets for which a speed limit of 50 km/h or lower is considered appropriate. The processes and techniques in this Guide cannot be assumed to be suitable for roads to which a higher speed limit has been applied, although there may be many 60 km/h roads that are deemed to be more properly treated as lower-speed streets as part of an LATM scheme. The identification of such roads is part of the LATM planning process.

A local traffic area may comprise one or more local (traffic) precincts which contain only local access streets and no legitimate through traffic. In the earlier literature (particularly that before 1980), these terms were often used interchangeably and were synonymous with the concept of environmental areas introduced in the Buchanan Report (Buchanan 1963). However, while a local traffic area may sometimes fit the description of a precinct, it is useful to allow for sub-areas within the local traffic area. This implies that some roads carrying non-local traffic may fall within the local traffic area and be included in the study.

C3.1 Example Definitions

Local traffic area

A local area is defined as an urban area containing local and collector roads and bounded by arterial and sub-arterial roads or other limiting features.

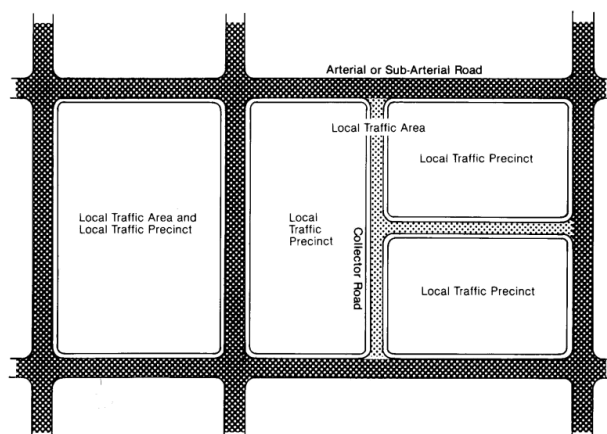
Local precinct

Local precincts are areas within a local area where specific local problems exist related to the speed of traffic and/or pedestrian crossing difficulties.

The key criterion in defining the extent of the local area is to establish which parts of the street network can logically be treated as lower-speed links, on which the needs of other road users and abutting properties have clear equality to, or priority over, passing traffic. Note that a local area for traffic planning purposes may not coincide with areas that may be defined in terms of social groupings, catchments (to schools, shops etc.), or other socio-demographic criteria. However, an LATM study is greatly assisted if its scope embraces or coincides with areas that have cohesion that the residents or users can identify with.

LATM is commonly applied in residential areas, but the same planning and engineering approaches can be applied to other land uses and mixed-use areas.

Figure C3 1: Local traffic area and local traffic precinct



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Commentary 4 Origins of LATM in Australia and New Zealand

The first tentative modern programs of local traffic restraint were established in the UK and elsewhere in Europe in the late 1960s and early 1970s. The principal aim was to alter grid street networks (using street closures, one-way links and so on) to make the streets less connective for through traffic, and to create (or reinforce) a road hierarchy. Councils in Melbourne, Sydney and Adelaide, in particular, adopted similar approaches through the 1970s. At the same time, a more holistic approach to the design and management of local streets was emerging (Australian Road Research Group 1976 and Colman 1978).

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There was mixed success with these techniques of network modification. Network changes had the inevitable effect of changing local access patterns, leading to opposition by some residents and traders. In addition, it became clear that in many neighbourhoods the removal of non-local traffic did not remove the core problems. This caused some reconsideration in Australia in the late 1970s, following the pioneer contribution of Vreugdenhil (1976) in Woodville (SA). About the same time, concern was growing about the large number of casualty crashes that were occurring in local streets (typically between a quarter and a third of all reported casualties in urban areas), which had up to then not received much road safety attention. The emphasis shifted from changes in the nature of the local street network to the modification of the behaviour of drivers of all vehicles that used the street. A radically new model had been offered by the emergence of the 'woonerf' in Delft (The Netherlands), which required a different understanding of the mutual relationship between vehicles and other road users. Following the sponsored distribution of an innovative brochure (Royal Dutch Touring Club 1980) by the (then) Office of Road Safety, there was widespread Australian interest in the principles and practice of the woonerf. Tools were sought that influenced a reduction of vehicle speeds, and the creation of opportunities for streetscaping to change the character of the street (e.g. Loder & Bayly 1981), parallel to (and largely unaware of) the various forms of 30 km/h zone that were appearing in Europe.

Thus, by the end of the 1970s, various techniques for both network modification and speed management had gained widespread use in Europe and Australia, and were being promoted in the US (Assar & Aburahma 1998). The term 'local area traffic management' was already being used in Australia to describe these actions. Small roundabouts at local street intersections were already numerous in Australia and set an example that other countries were later to follow. One hundred mm high, 3.6 m long round-profile (Watts) road humps became the subject of careful research in the UK during the 1970s and subsequently in Australia into the 1980s (Jarvis 1980). This research encouraged rapid expansion of humps in local streets in Australia, while their use became less common in the UK as a result of perceived legal and administrative constraints.

LATM is now widely practised; three-quarters or more of urban local government authorities in Australia and New Zealand now appear to have had experience with some form of LATM or traffic calming treatments in their streets, and the body of experience and knowledge has increased considerably (Damen & Ralston 2015). For many councils, it has become a routine part of street improvement and traffic management programs. Interest in LATM has increased, as it has become clear that it can play an important local role in supporting integrated land use-transport outcomes and also is an essential part of sustainable neighbourhood planning.

The following additional source material is recommended for reference on this topic: Brindle (1996: Chapter 23), Ewing (1999a: Chapter 2), Hass-Klau et al. (1992: Chapter 1), Pak-Poy and Kneebone (1987: Chapter 4, Appendix C).

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Commentary 5 Goals of LATM

Goals of LATM, when applied to residential areas, are often expressed as follows:

- to improve the safety for all users of residential streets, and in particular children and other more vulnerable groups. This can be achieved by more effectively controlling conflict points (specifically intersections), reducing through traffic movement, and lowering speeds
- to improve the physical environment by lowering traffic noise, vibration and vehicle-generated air pollution, and upgrading the visual appearance of the streets. As far as possible the street environment should have a peaceful and quiet ambience that is consistent with its living function.

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These types of goals have been adopted in most of the guidelines and source documents in use in Australia and New Zealand over the past 15–20 years, and can be taken to hold true in contemporary LATM. They reflect visions of the long-range outcomes of a broad range of urban policies, which typically imply (if not state) such things as:

- a safer city
- reduced impacts of vehicles on urban life
- improved amenity and liveability of localities
- a more efficient city
- sustainability – and so on.

It is expected that goals are mutually supporting or at least not in conflict with each other.

Both safety and amenity are also influenced by measures other than LATM, such as the intrinsic character of the street and the network of which it is a part. LATM may create small adjustments to street character and to the local network, but is only one component of the full range of planning, design and management techniques that can contribute to improved street environments. Desirably, these should combine to avoid traffic-related problems arising in the first place.

Many objectives sought by community, including the predominant targets of reduced crashes or improved amenity, are in fact **outcomes** or goals in terms of the planning process. The achievement of the outcome of improved amenity commonly depends on achieving **objectives** such as reduced traffic noise and improved local air quality, for example. This point becomes important when specifying the scheme's objectives, which express its more specific local targets.

Since LATM involves intervention in a functioning neighbourhood, it will usually have implications for those who are part of that neighbourhood. Established patterns of travel and driving behaviour may be affected. There may be changes in how people perceive traffic volumes and the disturbance it brings. Not all of these changes will be perceived as being positive. The local community must therefore be clear about the issues and problems, and thus the expected gains from the LATM proposals. The gains are expressed in terms of the broad **goals** and the more specific **objectives** of the proposals. The goals express the desired outcomes for the major issues.

The following additional source material is recommended for reference: Pak-Poy and Kneebone (1987: pp.15–21); Transportation Association of Canada (1998: part 1.4).

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Commentary 6 Economic Benefits of LATM

The safety and amenity improvements sought from LATM translate into economic benefits for society and individuals. The economic cost of a single fatal or serious casualty crash far exceeds the cost of most LATM installations, reflecting a potentially high ratio of benefits to costs. The availability of database software to calculate crash reduction benefits against costs (as in Western Australia, for example) allows councils to focus at least on crash savings as a basis for a benefit-cost analysis.

Indirect health benefits will follow from reduced traffic noise if speeds and traffic volumes are lowered, but, to offset this, account must be taken of increased noise and other traffic-related stresses that are often perceived by residents adjacent to devices.

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Ho and Fisher (1988) estimated that an increase in safety would bring about 60% of the benefits of LATM, and increased amenity would account for about 40%. Assuming a (modest) life of 10 years for each project, they calculate a preliminary benefit-cost ratio of 3.8 overall for LATM, which compares more than favourably with many major road projects. This figure is even more promising when it is realised that, by definition, LATM benefits do not include time savings.

Studies have also shown that well-executed LATM schemes can lead to increased property values, due to improved local amenity. Since property value increases do not flow to the municipality, this is a benefit to the individual rather than to the community. Care should be taken with parking and street network changes if they are likely to affect levels of activity at commercial sites within or on the edge of the study area, especially if this is likely to harm the viability of these ventures.

The amounts budgeted for LATM vary widely, but are often substantial. Ho and Fisher (1988) estimated that the cost of LATM fully implemented over one square kilometre would be about \$0.5m (1988 dollars – equivalent to more than \$1m in 2015). This, they estimated, is equal to 10% of the original cost of the streets and about 0.25% of the property value in a local area. They concluded that the relative cost of upgrading an area to overcome the intrusion of the motor vehicle is small. Note that a nominal 50-year reconstruction cycle means a commitment of at least 2% of roadworks infrastructure value each year. If reconstruction is combined with street reconfiguration, the LATM budget would be even less.

The following additional source material is recommended for reference on this topic: Amamoo (1984), Ho and Fisher (1988), Litman (2002), Pak-Poy and Kneebone (1987: Section 9.4).

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Commentary 7 LATM as a Planning Issue

LATM is more complex than simply providing a technical solution to a specific traffic problem, i.e. it is more than just a traffic-engineering task. LATM is traffic planning where the needs of the local community take high priority. It therefore must consider the interaction between the many elements that make up a residential area – transport, land uses and the needs and preferences of the community. Consequently, an LATM scheme may have to satisfy a range of objectives, and should not be seen as traffic management solely for the safe and efficient movement of vehicles (Main Roads WA 1990).

Traffic problems in neighbourhoods may arise from the inherent characteristics of the local land use/network pattern, from changes in the nature of intruding traffic, from sudden changes in the nature of traffic demand affecting the area (such as traffic generated by a new commercial centre nearby), or combinations of these. Yet planning decisions are often made without regard for the local traffic consequences, on the implicit assumption that LATM will fix any problems that may arise. The very success of many physical traffic control measures in neighbourhoods thus helps to divert attention away from the land use/traffic system as the underlying cause. Many of the situations that LATM tries to resolve could be avoided by proper land development and planning decisions in the first place.

LATM may also be employed within the planning process to pre-empt potential problems and to support community programs such as integrated local transport plans, trip reduction strategies, bicycle plans, and so on. Thus, LATM, and traffic calming as a whole, is not, at its root, solely an engineering matter. Rather, LATM can be seen as the use of engineering tools in either a remedial or proactive planning process.

The following additional source material is recommended for reference on this topic: Austroads (1998a: Section 9.3.3).

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Commentary 8 Neighbourhoods as Systems

LATM may be implemented on a street-by-street basis or by areas. Whichever is adopted, however, it is important to see the causes and effect of the changes on an area-wide basis.

An LATM plan should be more than a catalogue of works; the effective area-wide plan is truly greater than the sum of its component treatments. There are two reasons for this:

- streets are part of networks
- movement networks are only one part of the urban system.

C8.1 Streets within Networks

The adaptability of networks is well known to traffic engineers, and there is a risk that a restricted focus on one site or street may shift the problem traffic to another street or intersection. Soundly-based LATM schemes will therefore have regard for the effects of the proposals on travel decisions and driver route choice, and hence on traffic displacement and reduction. Even small schemes and isolated devices may have effects across the local network.

There is sometimes an unduly optimistic expectation of the extent to which LATM will reduce total travel, but the effects of street changes on travel and route choice are well established. If the diversion of traffic to other routes is not anticipated and carefully analysed, there may be adverse community response. In Australia, the term for local street traffic calming – local area traffic management – was coined specifically to emphasise the need for such an area-wide approach.

C8.2 Networks in the Urban System

The place of LATM within the urban system is more elusive. One way to approach this is to consider what the root cause of the problem is and if in fact physical traffic management treatments are the only way to resolve it. Without a clear definition of problems, appropriate solutions are difficult to select and there are inadequate criteria by which to measure their performance. The devices become the focus of attention, from concept to implementation and public debate, and often become ends in themselves.

At the very least, an attempt should be made to see problems and solutions in the context of the locality (neighbourhood or 'main street', for example) as a functioning unit, not just as a site-specific traffic problem. The solution to traffic problems in a residential precinct, for example, could lie in finding ways to modify the form or operation of a nearby employment node. Conversely, future traffic problems likely to lead to pressure for LATM should be acknowledged when land development proposals are being considered; sometimes the 'solution' to a future problem is to avoid the problem in the first place.

The following additional source material is recommended for reference on this topic: Austroads (1998b: pp.231-2).

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Commentary 9 The Issue of Amenity

Amenity is a measure of the pleasantness and liveability of an area, in its public and private spaces. Liveability, in turn, has in many places become a primary focus of government policy for neighbourhoods and other places in which a community may gather. It is a component of policies on urban sustainability. Modern urban communities place high value on local amenity and expect to be protected from adverse impacts on their amenity from traffic and other causes. Being an overt and everyday experience, the quality of local amenity may be more likely than the background level of traffic risk to lead to pressure for LATM action.

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Amenity can be expressed in terms of such things as:

- local environmental quality
- sense of security
- degree of relaxation about children, pets, possessions being unsupervised outside the property
- freedom to use the streetspace for a range of purposes
- privacy
- lack of constraints on what one chooses to do in and around the home
- sense of community and local identity
- property value
- compatibility for pedestrian and bicycle movement.

These (mostly qualitative) measures of amenity can be adversely affected by many (mostly quantifiable) aspects of traffic, such as:

- noise and vibration caused by vehicles
- air quality
- quantity of traffic
- percentage of commercial vehicles, motorcycles etc.
- vehicle speed
- intrusion by strangers
- over-spill parking from nearby shops or stations
- lack of care for other road users.

Most of these are a function of the quantity and nature of the vehicles, and the behaviour of the drivers.

The earliest Australian actions to control traffic flows and speeds in local streets were justified on the basis of protecting local amenity and integrity (Vreugdenhil 1976). Despite the adverse reaction to early attempts to exclude non-local traffic, the desire to reduce the impacts of traffic on local amenity was still strong. Actions began to focus directly on the vehicles, no matter where they were from. The impetus for that came from a growing realisation that crashes in local areas were far from a trivial issue.

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Commentary 10 The Issue of Safety

Early descriptions of LATM in Australia did not place great emphasis on safety as a motive (e.g. Ashton 1981, Godfrey 1979). Yet data had already emerged that suggested that the crash rate per unit travel was about 50% greater on local streets than on arterials (Harper 1970), and information being issued by ARRB (Brindle 1983) was suggesting that up to one-third of urban casualty crashes were occurring on local streets. Neighbourhoods began to attract the attention of traffic engineers and road safety specialists (e.g. the NSW Neighbourhood Road Safety campaign (Traffic Authority of NSW 1985a, b, c).

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Since the mid-1980s, LATM and other actions have increasingly been implemented in local areas as part of road safety programs. Improved safety has typically been an explicit motivation and goal for LATM schemes, especially as awareness increased of the risks to other road users in areas where the community generally expects a greater degree of protection for young pedestrians, cyclists and other active road users. Melbourne data for 1981, for example, had shown that more than a third of reported bicycle crashes had occurred on collector and local access streets and that more than 80% of cyclists in these local crashes were under 18 (Brindle & Andreassen 1984). It was noted that, due to under-reporting, this might even underestimate the extent of crashes involving bicycles in neighbourhoods.

However, apart from a few identifiable black spots and typical crash locations, these crashes are generally scattered across a large local network (around 80% of total urban road length). The scattered occurrence and low frequency of local area crashes should not be taken to indicate the absence of a road safety issue. This low density of crashes reflects an area-wide rather than a localised safety issue. Area-wide rather than spot treatments are therefore usually appropriate (Dalby 1979; Silcock & Walker 1982).

The principal strategy directed at improving local street safety (and secondarily, improving amenity) has been to reduce speeds overall in local areas. The basis for this is well established in experience and research (Brindle 1996: Chapter 16; Walsh & Smith 1999).

The following additional source material is recommended for reference on this topic: Andreassen and Hoque (1986); Mackie, Ward and Walker (1990); Main Roads WA (1990); OECD (1979); Transportation Association of Canada (1998: part 1.5).

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Commentary 11 The Origins of Traffic Problems in Local Areas and Their Countermeasures

Understanding the inbuilt problems in local networks can suggest management remedies as well as point towards better planning and design practices for new development. It is better to avoid likely future problems than to try to fix them when they become an issue (Ewing 1999b).

C11.1 Common Contributors to Vehicle Speed

The speed that drivers adopt in local areas is a function of many behavioural factors, which are not yet fully understood. Prevailing speed limits and their enforcement, and the driver's general attitude to the law and safety of others, will clearly be major factors. In addition, drivers respond (consciously or not) to the physical environment and the 'signals' it sends about what is or is not appropriate behaviour. In summary, the major physical contributors to increased speed in streets, other things being equal, are described below.

Street length

It has been shown that crash rates in local streets increase with increases in street length (Bennett & Marland 1978). It has also been argued (Loder & Bayly 1980) that it is not the street length directly but the increase in driver expectations, traffic volumes, and speeds permitted by increased street lengths that are the underlying factors. Generally the use of short street lengths is the most effective means of reducing speeds on the residential street network. Most existing street networks can be modified using this philosophy to improve safety (refer to *Guide to Road Design Part 3: Geometric Design of Roads*).

There are two aspects to street length: forward visibility ('visual length') and the physical length of the street section.

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Streets with long sight lines, even when the carriageway is curving or interrupted, draw the driver towards the distance. Streets with shorter and terminated vistas (such as in curvilinear and heavily planted streets, or in neighbourhoods with short streets terminating in T-intersections), on the other hand, do not encourage increased speeds. In streets with continuous carriageways but shorter sight lines, drivers familiar with the street may still drive beyond the available sight distance, so the form of the carriageway should be compatible with the sight distance that is available.

Indicated countermeasures – Those directed at shortening forward sight lines.

In streets, or street sections, that are physically shorter, most drivers will not attempt to reach higher speeds. Research and experience suggests that in order to keep most vehicles below 40 km/h, street sections should not be longer than 200–250 m (Loder & Bayly 1990, Pitcher 1990).

Indicated countermeasures – Those that create physically shorter street sections between near-stopped conditions.

Street width

If the street section is long enough, a wider street is likely to experience higher speeds. Drivers appear to be more constrained by restrictions in lateral sight distance than in forward sight distance, and a wider street may also signal to the driver that it is a higher-order (and therefore a higher-speed) street. However, speeds may still be relatively high on long continuous streets even if they have limited visual or physical cross-sections. Kerbside parking is not a reliable traffic calming tool and is often a factor in local street crashes, for instance. In such cases, drivers are likely to be exceeding the safe stopping speed in the event of crossing or entering traffic, or dart-outs by pedestrians or cyclists.

Indicated countermeasures – Those that reduce the available street width and/or introduce deflections in the vehicle path, without reducing the margin of safety.

Enclosure of forward line of sight

The visual length and width of the street are components of the 'enclosure' of the driver's field of vision. Apart from the form of the road and adjacent property, the major influence on the forward field of vision is the density and nature of roadside vegetation, including that in adjacent gardens. Larger trees may tend to form a canopy over the road, adding to the subtle restraint on drivers.

Indicated countermeasures – Those that create a more enclosed visual environment.

Distance from the nearest traffic route

Drivers are more likely to maintain more appropriate lower speeds if the distance they have to travel to reach a traffic route is not unreasonable. Large areas served only by subdivisional roads are likely to experience pressure towards higher speeds. Areas in which drivers have to travel more than about 400–500 m to reach a traffic route will probably experience some sort of speed-related pressure.

Indicated countermeasures – Closer spacing of connective traffic routes at the network-planning stage.

The following additional source material is recommended for reference on this topic: Brindle (1996: Chapter 11), Gattis and Watts (1999), Land Commission of NSW (1984), Loder and Bayly (1990), O'Brien (1996), Traffic Authority of NSW (1985d), Western Australian Planning Commission (2000).

C11.2 Common Contributors to Higher Traffic Volumes and Intruding Traffic

Arterial road congestion

Related to the adequacy of the road network and transport policy in general, arterial road congestion and delay create the 'stick' that drives external traffic into local areas. In areas with grid local street systems, this congestion does not have to be severe for the alternative paths through the local area to become attractive in terms of travel time and avoidance of delay. Local streets intersecting with arterials near traffic signals are especially vulnerable to through traffic.

Indicated countermeasures – Increase in intersection capacity and signal timing adjustments, prevention of turns into local streets and removal of parking from the arterial traffic lanes. Some measures introduced to protect efficient flows on arterial roads, such as medians and turn bans, will also constrain turns into and out of local streets, making them less attractive and available to through traffic.

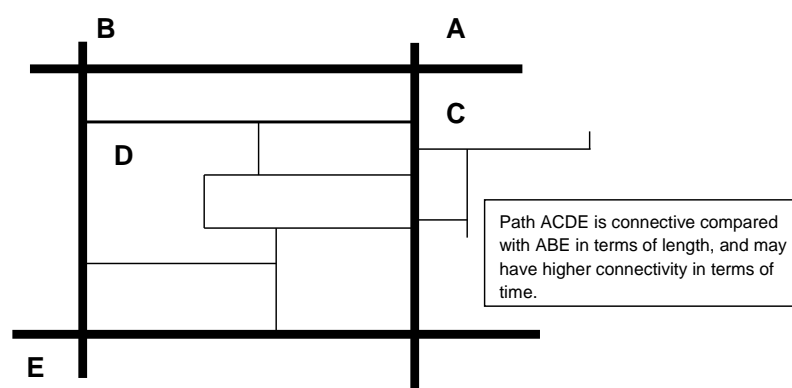
External connectivity

Connectivity describes the extent to which a path through a network provides an attractive connection between any given points, compared with alternative paths (Taylor 2000). When paths through the local street network have equal or higher connectivity than the alternative routes using the major road system, they will attract through (non-local) traffic. These paths through a connective local street system may be attractive to through traffic because they are shorter or faster than the alternative arterial routes, or they may simply be preferred because they involve fewer stops ('dodging the lights') or provide opportunities to 'jump the queue' at congestion points on the major road system (Figure C11 1).

In recent decades, local street systems have been planned deliberately to create low connectivity paths that are not attractive to through traffic. More recent planning philosophies have sought to create permeable local networks which, if not designed and managed carefully, may introduce connective paths through new local street systems. Such problems should preferably be anticipated and dealt with at the network planning stage rather than left to be dealt with by LATM. Networks that are permeable for pedestrian and cycle movement, and which provide adequately for local traffic circulation, bus routes and emergency vehicle access, do not have to have high external connectivity for motor traffic.

Indicated countermeasures – Those that increase the lengths (time and distance) of paths through the local street network.

Figure C11 1: A connective street in the local network



Internal connectivity

In neighbourhoods with high internal connectivity that is, network redundancy with many alternative and direct paths for trips within the local area, such as so-called permeable networks (Figure C11 2), traffic will be dispersed through the network rather than being concentrated on some streets as in tributary networks. While this may tend to avoid concentrations of traffic on some streets, it may actually increase the average exposure to traffic for each household. Under these circumstances, there may be a higher rather than lower local perception of traffic problems.

Indicated countermeasures – Those that direct traffic onto those local streets most able to accommodate it.

Figure C11 2: A permeable local network

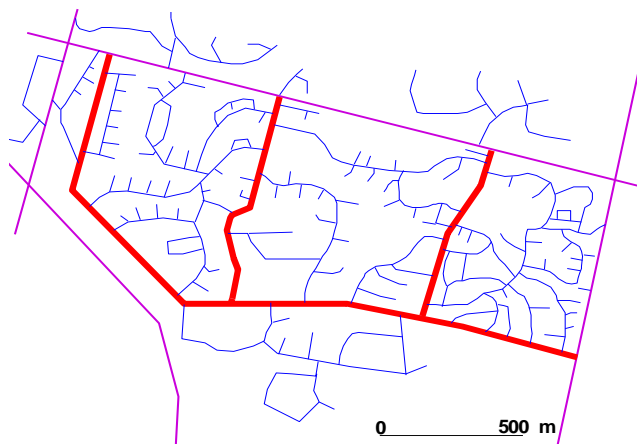
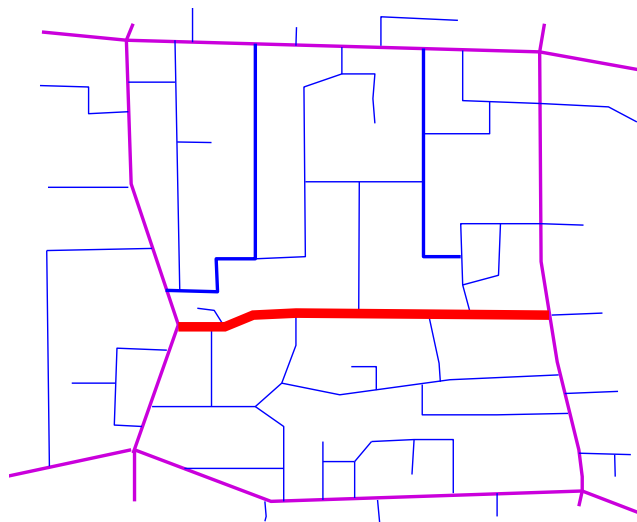
**Under-provision of traffic routes**

Especially in outer suburban areas, problems may arise from the incompleteness and wide separation of the through traffic network, which inevitably means that the major road system has lower connectivity for many desired trips. Lack of major roads at adequate spacing leads to:

- larger development cells, which generate higher internal levels of traffic (Figure C11 3)
- the use of subdivisional roads as substitutes for missing links in the major road network (Figure C11 4).

These factors may combine to create quite high levels of traffic on local streets, even when there is relatively little through traffic.

Indicated countermeasures – Closer spacing of traffic routes at network planning and subdivision approval stages; provision of supplementary traffic routes within large subdivisions.

Figure C11 3: Local streets take on the character of sub-arterials in excessively large cells**Figure C11 4: A subdivision road supplementing the arterial traffic network**

For a given area, the greater the density of traffic generation, the higher the levels of traffic on the street system. Replacement of a single-household detached dwelling by several units, for example, usually leads to an increase in site traffic generation. Although traffic generation rates per dwelling unit are generally lower for medium-density development than for detached houses, this is usually more than offset by the increase in dwellings per unit area. A single traffic-generating activity such as a place of employment or a medical practice will similarly lead to higher levels of traffic on the approaching streets than would occur if the area were purely residential. Given that higher site densities and the provision of traffic-generating mixed land uses in local communities are often desirable planning objectives, the task of the traffic planner is to anticipate any traffic concentrations that may cause later problems, and to provide advice on either the location of these land uses or the design of the local street system to accommodate them. Once implemented, land use changes are hard to reverse and LATM becomes one of the few available countermeasures to deal with the consequences of the generated traffic.

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Indicated countermeasures – Consideration of traffic impacts at land use approval stage; changes to the local street system, LATM provisions, and the provision of other modes such as cycling and walking and other travel demand measures as conditions on the planning approval.

The following additional source material is recommended for reference on this topic: Loder and Bayly (1990), Pak-Poy and Kneebone (1987: pp. 21–25).

C11.3 Common Contributors to Local Street Crashes

In addition to the quantity and speed of traffic, the causes of which are discussed in the preceding sections, crashes are related to several other characteristics of the local street system (Andreassen & Hoque 1986).

Intersections

About half of crashes on local distributor (or major collector) roads, and about 40% of crashes on other local streets, occur at (local) intersections. Intersections of two local distributor roads are particularly hazardous.

Parked vehicles

The largest single category of non-intersection local street crashes involves parked vehicles.

Roadside objects

Vehicles leaving the carriageway form a little over 10% of non-intersection crashes.

Bennett and Marland (1978) identified the nature of the local network itself as a fundamental contributor to a neighbourhood's crash character, finding significantly lower crash rates in areas based on culs-de-sac and other low-connectivity streets than in areas with more connective streets.

From such observations, it can be suggested that the physical characteristics likely to contribute most to local street crashes (other than those already noted as inducing higher speeds and volumes), and therefore meriting close scrutiny, are:

- numbers of intersections: within reason, fewer intersections mean fewer crashes
- cross-intersections offer more opportunities for crashes, especially between connective streets. Local areas can have adequate pedestrian and cyclist permeability without recourse to frequent cross-intersections for motor traffic. Any new cross-intersection should be controlled by a roundabout
- major-minor connections: crashes at major-minor intersections constitute a high percentage of urban collisions (Cairney & Catchpole 1991)
- numbers and percentages of dwellings (and consequent pedestrian and manoeuvring activity) on connective roads
- unprotected parked vehicles on carriageways of locally-important roads and other connective streets
- conflict points between bicycle or pedestrian movement and motor vehicles
- sight lines not matching vehicle speeds and carriageway characteristics
- inadequate carriageway (width etc.) for vehicle manoeuvring.

By implication, countermeasure programs could focus on remedying these contributing factors.

The following additional source material is recommended for reference on this topic: Andreassen and Hoque (1986), Bennett and Marland (1978), Brindle (1996: Chapters 3, 14), Loder and Bayly (1990).

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Commentary 12 Defining Objectives

C12.1 A Hierarchy of Objectives

There are different types of objectives. Consider the following statements:

1. to increase the safety of routes to school
2. to reduce vehicle speeds
3. to improve the amenity of the street
4. to maintain bus level of service quality.

These are essentially different in how they relate to the problems and how LATM measures can achieve them. Points 1, 2 and 3 are examples of **primary objectives** – things that the scheme is actually trying to achieve. Point 4 is a **secondary objective** – not the direct purpose of the LATM scheme, but an essential assessment criterion by which proposed schemes will be tested.

In addition, Points 1, 2 and 3 are intrinsically different. The first and third are outcomes that are sought, but are not directly and conveniently measured or interpreted in terms of how it might be achieved, whereas Point 2 is a **specific objective** – a more direct technical target that is known to contribute to the desired outcomes and is the direct and measurable effect that the LATM treatments try to achieve.

Thus:

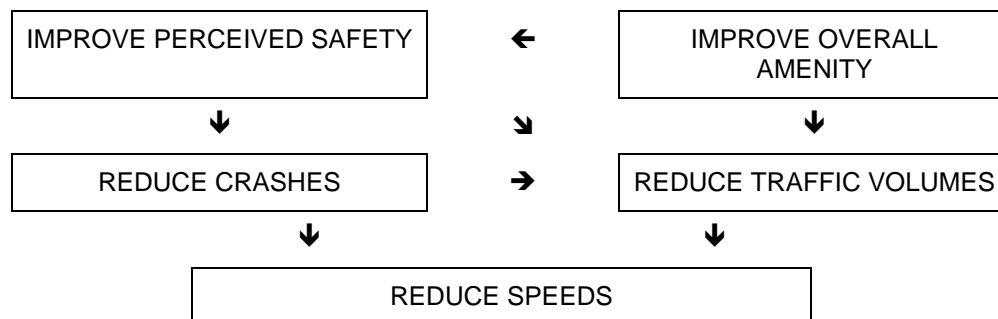
- *Primary objectives* state what is the intent of the LATM scheme?
- *Specific objectives* state what is the desired purpose and effect of the chosen strategy, and thus of the specific treatments, in order to achieve the intent of the scheme?
- *Secondary objectives* state what other things are to be monitored and protected as the scheme is being developed and implemented? They are not, however, the purpose of the LATM program.

Most objective statements may fall into any one of these categories, depending on the situation. In particular, the specific objectives of the treatments are the primary objective of the scheme in many cases (e.g. reducing speed in a street may well be adopted as an outcome in itself, not as a means to an end such as decreasing noise). It is helpful to maintain these distinctions, so that the selection of LATM measures can remain focussed on the specific objectives that are to be achieved.

C12.2 Primary and Specific Objectives

Primary objectives tend to be either complementary with each other, or dependent on one another. Figure C12 1 shows a hypothetical set of inter-related objectives, illustrating how (in this theoretical case) reducing speeds can be a valid specific objective to achieve the other objectives. The arrows indicate the 'how' relationship between objectives; e.g. How to improve perceived safety? By reducing traffic volumes. How to reduce traffic volumes? By reducing speeds.

Figure C12 1: An illustration of a possible relationship between objectives



Specific objectives are in effect statements of the means to achieve other objectives, e.g.:

- to reduce vehicle-related ground vibration – by reducing heavy-vehicle through traffic
- to reduce mid-block crashes – by decreasing traffic speeds
- to improve street quality for residents – by reducing traffic volume and speed.

Thus, reduction in commercial vehicles, reduced vehicle speeds and reduced traffic volume become objectives in their own right. They are the specific objectives that the LATM scheme would adopt. Speed change, for example, becomes a proxy (and more readily assessable) target in place of reduced crashes, and is a legitimate proactive objective when the actual crash experience on any one street is low.

It is important to be clear about these sequential relationships between objectives when setting down the purposes of a given LATM project because if, for instance, the safety benefits of a treatment rely on it achieving its speed reduction purpose and it does not in reality greatly reduce speeds, the safety outcome may not be achieved either. It might in fact be compromised if the treatment increases the driving task without reducing speeds.

Primary objectives typically include some of the following measurable indicators of the desired outcomes (primarily, increased safety and amenity):

- reduce vehicle-related collisions
- increase safety of the walk or cycle to school
- reduce traffic intrusion of residential areas
- reduce crash hazards and blackspots
- maximise the use of traffic routes for the primary links of journeys
- improve residents' perceived safety
- increase the sense of social space; increased use of streets for interaction and play
- increase driver sensitivity to the local environment
- encourage traffic movement in conformity with the road hierarchy.

These may be translated into such specific objectives as:

- reduce speeds
- displace through traffic movement to more appropriate routes
- improve public transport access/movement
- reduce non-resident on-street parking

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- reduce parking-related visual blight
- improve streetscape
- reduce or simplify vehicle-vehicle conflict points
- reduce conflict points and hazards for pedestrians and cyclists
- improve pedestrian and cycle route continuity
- reduce the amount of streetspace given to traffic movement.

The practitioner will often have to translate the council's statements of intent (the primary objectives, or 'what we are wanting to do') into specific objectives (how in practice that can be achieved).

Wherever possible, objectives should be specified in terms of measurable targets, perhaps within a specified timescale, as part of their performance requirement, e.g.:

1. To reduce traffic casualties and collisions within the local area to a predetermined level, such as a municipal target rate per area, unit of population or unit of travel
2. To reduce traffic-related complaints to the council by X% in the next 12 months.

C12.3 Secondary Objectives: Supplementary Assessment Criteria

At the same time as helping to achieve their specified objectives, LATM schemes have to meet a wide range of community expectations which may constrain what can be done, or affect the community's response to a scheme. These expectations include the values and measures of quality of life that the community uses to gauge its satisfaction with the environment around it, and the wider implicit or explicit policy objectives that governments and the community might hold. They also include the background technical requirements that the scheme must satisfy, while meeting its primary objectives.

These secondary objectives or **supplementary assessment criteria** should not be confused with the primary objectives of an LATM scheme. They may be outside the strategic decision-making process but exert a separate influence on the plan development and the final decision, often through the political process or as part of the final technical judgement. They are nonetheless important and cannot be ignored. They typically include:

- effect on local accessibility and circulation
- effect on adjacent arterials
- effect on public transport access/service/comfort
- effect on emergency vehicle access
- degree to which the problem is shifted
- maintenance of property values
- equity among ratepayers: who bears costs and benefits?
- involvement of all stakeholders equitably (adequacy of the participation process)
- affordability (total capital cost)
- cost-effectiveness (economic justification)
- political considerations
- effect on driving task – considering the entire spectrum of drivers and vehicles
- consistency with local bicycle programs
- integrated design and traffic management

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- total safety audit
- noise effects
- effects on parking supply and convenience
- effects on local trade
- degree of self-enforcement/required level of enforcement
- maintenance implications (downstream direct costs)
- effect on property turnover
- effects on the capacity and safety of the traffic (major road) system.

Remember that assessment criteria are not the objectives of an LATM scheme, but may exert a similar influence on the final decision. They should be explicitly stated, if possible, to minimise unexpected negative responses to an otherwise technically successful scheme.

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Commentary 13 Guidance on the Effects of Device Spacing on Spot Speeds

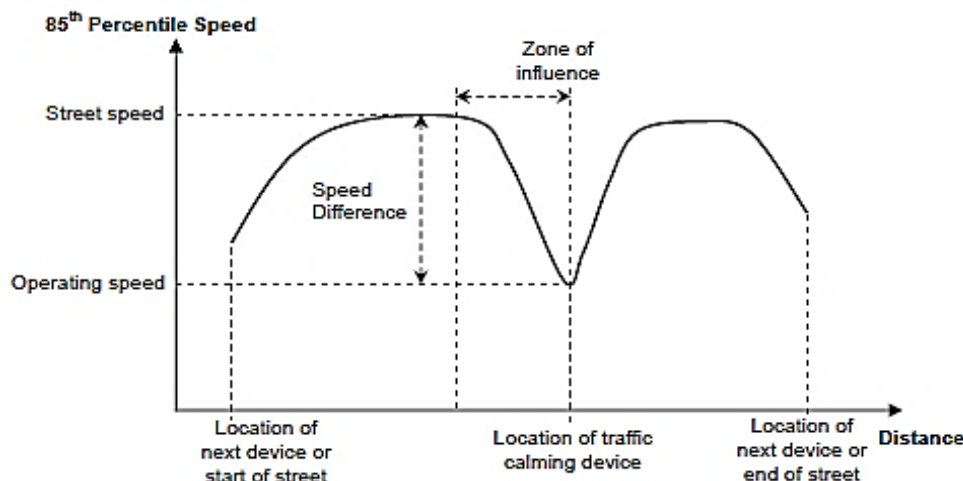
Each device has a 'zone of influence' over which it exerts a speed-reducing effect (e.g. Taylor & Rutherford 1986 found that it was about 80 m in total). This means that the devices should not be too far apart if they are to exert an influence on speeds along the whole street.

In addition to the general guidance noted in the main text, the following can be noted:

- US data on speeds between road humps on 58 streets presented by Ewing (1999a, pp.105) indicated that the 85th percentile speeds increased linearly from 45 km/h at 60 m spacing, approximately 1 km/h for every 30 m of separation up to 300 m. These data suggest a device crossing speed over 30 km/h. Note that the 'before' 85th percentile speeds in these streets averaged about 60 km/h.
- International data presented by Ewing (1999a, pp. 64) reflected somewhat lower intermediate speeds and a greater effect of spacing of unspecified slow points. Eighty-fifth percentile intermediate speeds averaged 25 km/h at 45 m spacing and 40 km/h at 120 m, tapering off to 50 km/h (expected to be close to the free speed in Europe) over 200 m spacing.
- Observations in Europe in the mid-1980s showed that devices were at 50 m maximum spacing in 15 km/h streets, with maximum spacings up to 90 m in 30 km/h zones (Brindle 1996, Chapter 17).

85th percentile speed and mean speed profiles were measured by Daniel, Nicholson and Koorey (2011) to compare the speed-reducing effect for each type of traffic calming device. A typical speed profile using 85th percentile speeds at varying distances of a traffic-calmed street is shown in Figure C13 1.

Figure C13 1: Typical speed profile of a traffic-calmed street



Source: Daniel, Nicholson and Koorey (2011).

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Commentary 14 Speed-Based Design

Limiting speed by designing or altering the street geometry is essentially a matter of limiting the length of unconstrained street sections so that the target speed is not exceeded at any point. As pointed out in *Queensland Streets* (IMEAQ 1993), this may be achieved by:

- limiting total street length
- limiting the lengths of straight (by introducing low-speed bends in the design)
- creating a horizontal alignment which induces continuous lower speeds
- introducing slow or stop conditions along the street length to simulate shorter street section lengths or lower-speed alignments.

Speed management using LATM focuses on the last of these options. Traffic calming may also be achieved by street reconstruction to create a continuously slower street environment. Such major works normally fall outside the ambit of LATM, although an installation comprising alternating kerb extensions and parking protectors to create a continuous 'axial shift' has that effect.

C14.1 Definitions of Speed

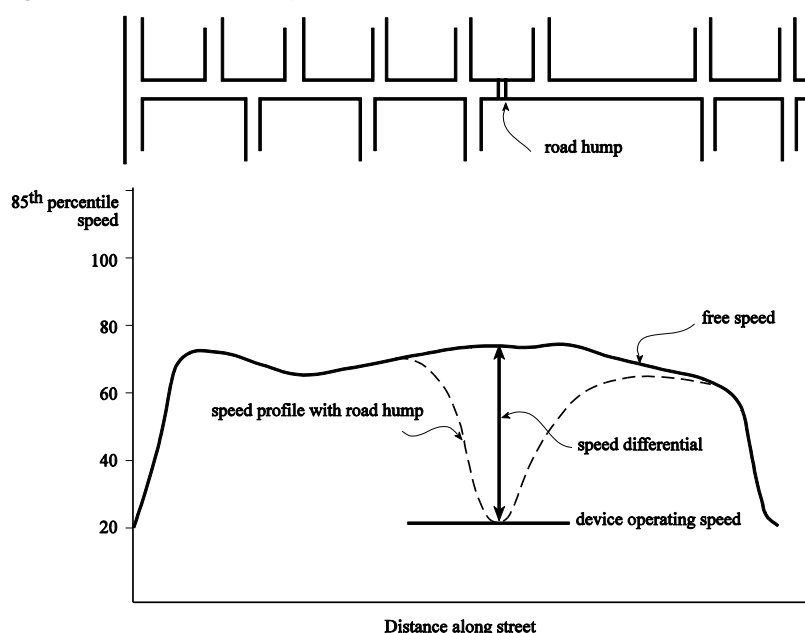
The objective of speed management techniques in LATM is to attain target street speeds within acceptable speed differential limits. These, and related terms used in this Guide, have the following specific meanings:

- The street speed is defined as the highest mean, 85th or any other percentile speed actually observed along the street (or street section). The 85th percentile street speed is taken as the design speed.
- The target speed is the mean, 85th percentile or any other percentile speed aimed at in (or adopted as the upper limit for) the design.

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- The operating speed of a device is defined as the point mean or 85th percentile speed typically found at a particular device and layout.
- The crossing speed is the speed at which a given vehicle actually crosses or passes through a device or other treatment. (Thus, analysis of many crossing speeds at a device will allow the device operating speed to be estimated.)
- The free speed is the speed pertaining to the existing street or street section, unhindered by other traffic, parked vehicles or other transient impediments, but under the prevailing traffic control conditions (existing speed limits, speed control devices, levels of enforcement, etc.) – simply, the speed without the proposed device(s) but with everything else. The speed profile shows the variation of free speeds along the street.
- The speed differential is defined as the difference between the free speed at a given location and the anticipated operating speed of a device proposed at that location, all other conditions held constant (Figure C14.1).

Figure C14.1: Definition of speed differential



C14.2 Device Crossing and Operating Speeds

The practitioner needs to know what effect an LATM scheme will have on speeds in a street. The first step in that knowledge is the effect of a single device.

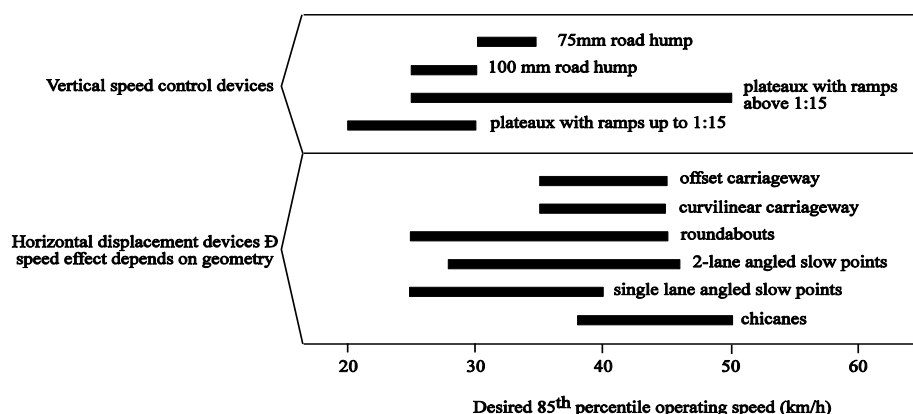
Estimates of likely operating speeds for future installations can be derived from observed or reported crossing speeds for similar devices already installed or (for horizontal deflection devices such as angled slow points or roundabouts) from first principles based on device geometry. Given the likely influence on speed behaviour of the ambient driving culture as well as the style of device, observations in the same area are likely to be the most reliable estimators of operating speed for that device in that place.

There is very little systematic information available on device crossing speeds; there is even less reliable information on whether or not operating speeds can be specified for a given type of device (see definitions in Section C14.1).

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Sample indicative data on crossing speeds is illustrated in Figure C14 2.

Figure C14 2: Reported operating speed ranges for selected device types



Source: Brindle (1999).

Other guidance can be obtained from published information, such as the following:

- Taylor and Rutherford (1986) report mean crossing speeds at a sample of four angled slow points were in the range 25–30 km/h.
- ARRB undertook research for Austroads that found that the mean of crossing speeds at four angled slow points was 36 km/h. The 85th percentile was 44 km/h (Brindle & Lydon 1998).
- In the same study, the mean crossing speed over four flat-topped humps was 33 km/h and the 85th percentile was 44 km/h.
- Daniel, Nicholson and Koorey (2011) reported that the speed hump was the most effective device, reducing speed by 21.1 km/h. Overall mid-block narrowing showed the smallest changes in speeds. The raised angled slow point was the most effective horizontal deflection device reducing speed by 19.9 km/h.

The spread of these reported speeds reflects to some extent the variations in geometry that are found within device types. However, it also shows that assumptions that there are characteristic speeds for specific device designs are unlikely to be valid (i.e. that the operating speed of a given device is universal and can be confidently predicted).

The operating speed serves as an indicator of the effectiveness of traffic calming devices. An effective device will have an operating speed close to or less than the target speed.

Table C14 1 shows the device operating speed for different devices used by Daniel, Nicholson and Koorey (2011). Of all devices represented in the table, the road hump was most effective, reducing speed by 21.1 km/h. The least effective device was the two-lane mid-block narrowing, which registered a speed difference of 1.3 km/h. One-lane angle slow points performed better than mid-block narrowing in terms of lowering speeds.

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Table C14 1: Operating speeds, street speeds and zone of influence for single traffic calming devices

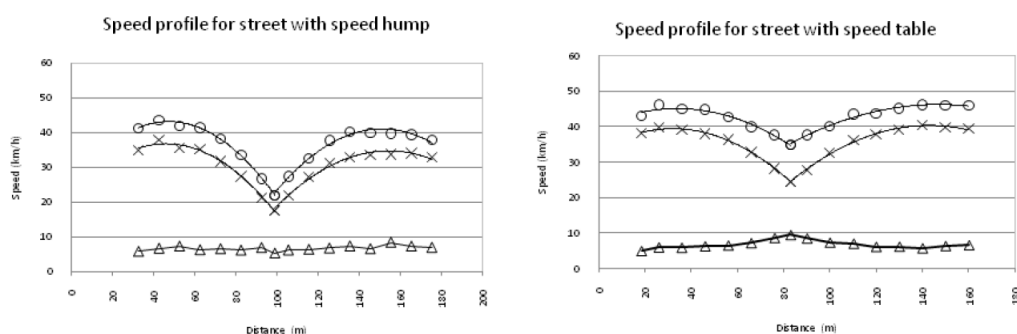
Device	Operating speed (km/h)	Street speed (km/h)	Speed difference (km/h)	Zone of influence (m)
Road hump 100 mm (H), 3.7 m (L), 5.8 m (W)	21.9	43.0	21.1	50
Flat-top road hump 120 mm (H), 5.8 m (L), 8.3 m (W) 1:8 ramp gradient	35.0	46.1	11.1	55
Angled slow point One-lane, flush 3.0 m (W), 5.1 m (L)	39.5	54.5	15.0	110
Angled slow point One-lane, raised 3.2 m (W), 16 m (L), 50 mm (H) 1:20 ramp gradient	30.0	49.9	19.9	110
Mid-block narrowing One-lane, flush 3.6 m (W), 11.6 m (L)	50.8	53.4	2.6	44
Mid-block narrowing One-lane, raised 4.6 m (W), 3 m (L), 50 mm (H) 1:40 ramp gradient	44.7	48.2	3.5	40
Mid-block narrowing Two-lane, flush 5.6 m (W), 6 m (L)	50.8	52.1	1.3	40

The following additional source material is recommended for reference on this topic: Daniel, Nicholson and Koorey (2011), Jurewicz (2008) and Klyne (1988).

C14.3 Estimating Speed Profiles Between Devices

Daniel, Nicholson and Koorey (2011) developed the speed profiles in Figure C14 3 for round profile and flat-topped road humps. Another study by ARRB (Brindle 1998b, Brindle & Lydon 1998) developed the speed profiles in Figure C14 4 for angled slow points and flat-topped road humps.

Figure C14 3: Speed profiles of speed humps and speed tables



Legend: ○: 85th Percentile speed. ×: Mean speed. ▲: Standard deviation.

Source: Daniel, Nicholson and Koorey (2011).

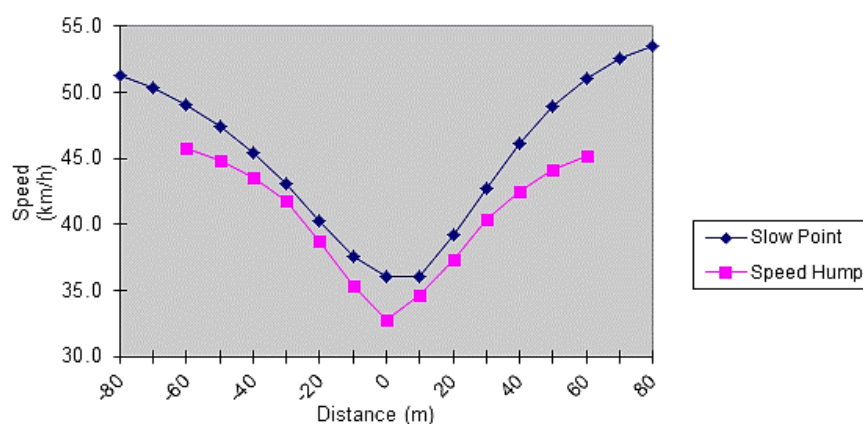
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For practical purposes, the factors in Table C14 2 can be used to roughly estimate speeds at a given distance before and after an isolated flat-top road hump or slow point (other values may be interpolated):

Table C14 2: Speeds as a ratio of speeds at the device

Distance	Ratio of mean speeds	
	Angled slow point	Flat-top road hump
60 m before	1.4	1.4
40 m before	1.3	1.3
20 m before	1.1	1.15
At device (the device operating speed)	1.0	1.0
20 m after	1.1	1.2
50 m after	1.3	1.4
70 m after	1.4	

Figure C14 4: Consolidated mean speed profiles for two speed control device types



Note: vehicle moving right to left.

Source: Brindle and Lydon (1998).

In Brindle and Lydon (1998), a 30% reduction in mean speed was observed at both devices, compared to the mean speed 60 m before the device. Speeds had recovered to that level 50 m after the humps and 70 m after the angled slow points.

Approximations of the expected mean speed profile after installation of a speed control device can be obtained by superimposing these generalised speed profiles, based on the adopted device operating speeds, onto a plot of the existing street speed profile, and smoothing in the curve by eye. The estimated speed reduction and zone of influence created by the device can then be obtained.

Figure C14 5 and Figure C14 6 show a typical speed-distance profile representative of the range of typical local road roundabouts and centre blister islands. The zone of influence of the roundabout on the free speed is 60–80 m on the approach and 100–120 m on the departure. Conversely, the centre blister does not have a major effect on speeds. Trial data analysis done by Jurewicz (2008) found that the 85th percentile speed reduction from centre blisters was only 8 km/h, or 14%. Data in Tucker (2006) suggested that centre blisters can be effective in speed reduction if the radius of the maximum travel path is reduced to between 20 m and 60 m.

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Figure C14 5: Typical speed profiles for local road roundabouts

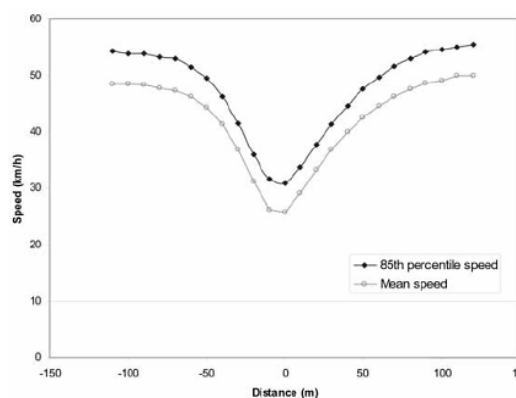
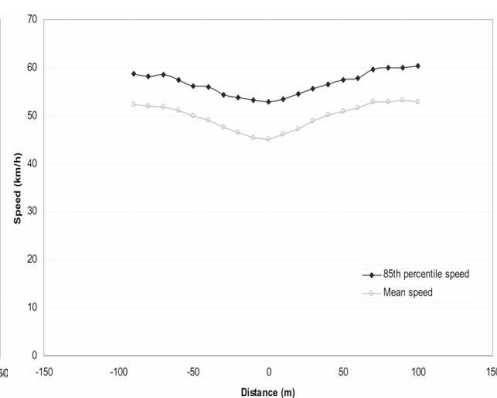


Figure C14 6: Typical speed profiles for centre blister islands



A linear relationship was developed (Austroads 2009b) for the minimum 85th percentile speed at a roundabout (V_{85min}) as a function of its outer radius of the maximum travel path (R_{mtp}) as shown in the Equation C1 and Equation C2. The range of these radii found in the roundabout was 24 to 63 m.

$$V_{85min} = 0.16R_{mtp} + 23.6 \quad C1$$

where

V_{85min} = is the minimum 85th percentile speed at a roundabout in km/h

R_{mtp} = is the radius of maximum travel path in m

A multi-linear regression was performed to determine the relationship between the V_{85min} , the 85th percentile speed at the treatment, $V_{85 app}$, the 85th percentile approach speed, and R_{mtp} the external radius of maximum travel path (Equation C2):

$$V_{85min} = 1.1V_{85 app} + 0.1R_{mtp} - 22.3 \quad C2$$

Webster and Layfield (1996) produced a relationship for mean speed between the Watts profile humps of 75 mm or 100 mm height, as follows (after conversion to metric units) (Equation C3):

$$V_{mbet} = 10.6 + 0.093 S + 0.31 V_{mbef} \quad C3$$

where

V_{mbet} = the mean speed (km/h) between 100 mm or 75 mm high Watts profile humps

S = separation between the humps, m

V_{mbef} = mean before speed, km/h

The standard errors of the coefficients were: 0.011 for S and 0.05 for V_{mbef} .

The following additional source material is recommended for reference on this topic: Austroads (2009b).

C14.4 Interpreting the Speed Differential

A high speed differential (defined above) implies dramatic speed reductions within an otherwise unchanged street environment. This will result in excessive accelerations and decelerations, with accompanying noise impacts and inconsistent driver behaviour.

A high speed differential also implies a perception of incongruity about the device. In urban design terms, this means that the device will appear out of place in the visual environment of the street and thus will create greater demands for conspicuity, delineation, signs, lighting, etc.

Primarily, however, a high speed differential is undesirable because of its safety implications. It suggests that the street's general visual and physical environment is indicating a higher appropriate speed than the physical conditions at a given device location will actually accommodate safely and comfortably.

The suggested upper limit to the speed differential for planning and design purposes is 20 km/h. The corollary of this requirement is that no isolated device (i.e. one which does not interact with another device in the street) should have an operating speed which is more than 20 km/h below the existing free speed at that point as influenced by existing conditions and any proposed adjacent traffic control devices.

This, in effect, means that a driver unaware of a device's presence will not be expected to encounter the device at a speed more than 20 km/h faster than that at which drivers normally negotiate that device.

C14.5 Sketching the Revised Speed Profile

For the case of isolated devices (which implies that free speeds are already below the target street speed over much of the street length, and the device is needed only where the free speed is above the target speed) the process is to:

1. identify locations where the current free speed is above the target speed
2. select a device type and design that satisfies the requirement: $(\text{free speed} - \text{operating speed}) < 20 \text{ km/h}$
3. if $(\text{free speed} - \text{operating speed}) > 20 \text{ km/h}$, consider supplementary treatments to reduce approach speeds.

For a sequence of devices, where the existing free speed is above the target speed over much of the street length, the process is to:

1. plot current speed profile
2. superimpose target street speed(s)
3. select combination(s) of devices that together bring the estimated speed profile below the target speed(s)
4. select and locate each device in turn taking account of the operating speed and location of the previous device in the sequence.

In practice, locations for most treatments are severely constrained by driveways and other features, resident requirements and so on. Compromises to accommodate such constraints should always be checked to ensure that an effective outcome can still be achieved, and that excessive speed differentials have not been produced.

There appears to be a spacing of treatments below which drivers tend to adopt a more or less constant low speed rather than accelerate and decelerate between devices. At this point, the theoretical oscillating speed profile based on known decelerations and accelerations ceases to apply. Few installations in Australia or New Zealand meet this description, and so far there is no empirical information to guide the practitioner. It would be expected that maximum spacings would need to be more of the order of 50–60 m to have such an effect, implying a more comprehensive change to the street's form than simply inserting occasional treatments.

C14.6 Treatments for Given Speed Environments

This approach suggests a way by which treatments can be selected and designed for a range of speed environments. Designs appropriate for local streets with a target street speed of (say) 30 km/h will not be appropriate for 50 km/h collector streets or mixed-function roads. Clearly, if the maximum speed differential is selected as 20 km/h, a device with an operating speed of (say) 30 km/h will be inappropriate at a point in a 50+ km/h speed environment because the implied speed differential would be more than 20 km/h.

The implication for streets in which widely spaced (i.e. isolated) treatments are to be installed is that only treatments with operating speeds no more than 20 km/h below the current free speed can be considered. For example, devices such as road humps or flat-top road humps with ramps steeper than 1:15, may be inappropriate as isolated installations in streets with 85th percentile free speeds in excess of 55 km/h because their 85th percentile operating speeds are typically below 35 km/h.

Adopting a maximum speed differential as a design parameter does not prevent speed control devices being used in those streets where real speeding problems exist. Note that:

- As previously indicated, **isolated** severe devices are inappropriate in streets experiencing higher speeds.
- Devices in combination change the free speed profile. A device placed near the start of a street changes the free speed profile from there on down the street. The speed differential at the site of the next device is based on the typical acceleration profile from the first device, not the original free speed with no treatments at all. In this way, successive treatments along the street can be used to pull down the speed profile and allow the target speed to be achieved.
- Streets with an excessive speeding problem should be examined to identify the factors (network, social or street form) that encourage such speeds. LATM devices cannot change a street's character totally; the response to a serious speeding problem may lie at least partly in more broadly based action.

Other cues such as signs which have the effect of reducing traffic speed over a section of street will also reduce the speed differential between the device speed and the speed without the device (but with everything else in place). Signs which do not have that effect but which merely legalise the isolated device, do not meet this requirement and the whole installation should be seriously questioned.

The objective should be to reach a situation where the street treatments do not need individual signs to obtain the desired speed behaviour and level of driver awareness of the treatments. The speed differential approach offers a way to do that.

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Commentary 15 Measures of Effectiveness

Measures of effectiveness (MoEs) are examples of a framework for qualitative or quantitative assessment of the level of achievement of scheme objectives as well as more broadly defined criteria that may affect a community and technical assessment of the plan. An example set of MoEs is listed in Table C15 1. Such measures of effectiveness are defined in terms of their target objectives, and can all be expressed by a measure, either qualitative or quantitative, using a percentage, index, relationship, or rating. For example, for the objective 'restrict through traffic', the MoE is 'percentage of through traffic'.

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Table C15 1: Measures of effectiveness of local traffic plans

1	Percentage of through traffic
2	Traffic volumes by vehicle types
3	Percentage heavy vehicle through traffic
4	Spot speed by category of vehicles
5	Total no. of crashes by category
6	Number of crashes by category per million vehicle kilometres
7	Travel time to/from and within local areas
8	Delay time at intersections
9	Level of parking utilisation (%)
10	Intersection capacity
11	Capacity of arterial road
12	Travel time along arterial road system and through local area
13	Noise levels
14	% of residents subjected to noise level exceeding specified limits
15	Concentration of vehicle emittants at different points
16	Area wide air pollutant concentration index
17	% of residents subjected to vibration levels exceeding specified tolerance levels
18	Scale and geometry of street
19	Degree of visual intrusion of utilities and parked cars
20	Trends in property values
21	Degree of capital upgrading of properties
22	% turnover of properties
23	Average no. of neighbour contacts (per week)
24	Proportion of small children going to school unaccompanied
25	Numbers of children playing on street
26	Types/durations of activities undertaken in local street
27	Numbers of cyclists by category
28	Proportion of local trips undertaken by foot
29	Number of residents participating in RSM scheme
30	% resident satisfaction

Source: Based on Hawley and Gennaoui (1984).

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Commentary 16 Examples of LATM Warrant Systems

C16.1 Qualifying Warrants – Checklists of Required Characteristics

Qualifying warrants are typically structured in the form of a series of mandatory and other conditions. An example from the Christchurch City Council follows:

Christchurch City Council (NZ)

Seven key questions are to be addressed prior to the processing of a local area traffic management request. These are:

1. Is there an accident history in the street?
2. Is the installation of an LATM device or scheme an appropriate solution?
3. Is the proposed solution supported by the local residents and other affected parties such as the police, emergency services, public transport operators and utility service providers?
4. Is the scheme technically feasible?

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5. Does the scheme stack up against other similar schemes vying for limited budgets?
6. Will the establishment of features or devices implemented result in an acceptable level of service for both traffic and residents and be consistent with the road hierarchy?
7. Is the road due for reconstruction or kerb and channel replacement anyway?

C16.2 Priority Ranking Systems (Using a Points System or Threshold Values)

The following examples of priority ranking systems are just that – examples. They should not be taken as being appropriate to any area other than that for which they were originally developed. The examples illustrate the types of criteria that are likely to be useful and the approach to be adopted. Note that the relative weightings are area specific and consequently they should be developed specific to a local government area in consultation with key stakeholders.

Example 1: Stirling City Council (WA)

This is a points-ranking system linked to action/investigation warrant criteria (Table C16 1).

Table C16 1: Stirling City Council Priority Ranking System

Category	Parameter	Range/item	Point scores for each parameter	
			Local road	Local distributor
Speed	85 th percentile Speed in 50 km/h zone (measured in kilometres per hour)	Under 50 km/h	0	0
		50–53 km/h	2	2
		54–57 km/h	5	5
		58–61 km/h	10	10
		62–65 km/h	15	15
		66–68 km/h	25	25
		69–72 km/h	40	40
		73–76 km/h	65	65
Traffic volumes	Average weekday traffic volume (measured in vehicles per day)	0–1000 vpd	0	0
		1000–1499 vpd	4	0
		1500–1999 vpd	7	0
		2000–2499 vpd	10	0
		2500–2999 vpd	14	0
		3000–3999 vpd	18	4
		4000–4999 vpd	24	7
		5000–5999 vpd	30	12
		Over 6000 vpd	39 + 9 per 1000	18 + 7 per 1000

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Category	Parameter	Range/item	Point scores for each parameter	
			Local road	Local distributor
Crash data	Fatal crashes (refer to Table 2)	1 crash	4	4
		2 crashes	20	20
		3 crashes	45	45
		Over 3 crashes	45 + 25 per crash	45 + 25 per crash
	Injury crashes (refer to Table 2)	1 crash	3	3
		2 crashes	12	12
		3 crashes	27	27
		Over 3 crashes	27 + 15 per crash	27 + 15 per crash
	Non-injury crashes (refer to Table 2)	1 crash	2	2
		2 crashes	6	6
		3 crashes	11	11
		Over 3 crashes	11 + 5 per crash	11 + 5 per crash
Road design and topography	Restricted sight crest curve	Under 50 km/h	2	2
		50–60 km/h	6	6
		Over 60 km/h	18	18
	Restricted sight horizontal curve	Under 50 km/h	2	2
		50–60 km/h	6	6
		Over 60 km/h	18	18
Road design and topography (continued)	Bends with unrestricted sight distance	Under 50 km/h	0	0
		50–60 km/h	2	2
		Over 60 km/h	6	6
	Steep hill	Under 50 km/h	1	1
		50–60 km/h	4	4
		Over 60 km/h	10	10
Vulnerable road users	Major bicycle or pedestrian crossing point	Under 1000 vpd	1	1
		1000–1999 vpd	2	2
		2000–2999 vpd	4	4
		3000–3999 vpd	6	6
		4000–4999 vpd	8	8
		Over 5000 vpd	10	10
	Important bicycle route	Under 1000 vpd	0	0
		1000–1999 vpd	1	1
		2000–2999 vpd	2	2
		3000–3999 vpd	3	3
		4000–4999 vpd	4	4
		Over 5000 vpd	5	5

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Category	Parameter	Range/item	Point scores for each parameter	
			Local road	Local distributor
Activity generators	College	Under 30 km/h	0	0
		30–40 km/h	0	0
		40–50 km/h	4	4
		50–60 km/h	10	10
		Over 60 km/h	12	12
	School	Under 30 km/h	0	0
		30–40 km/h	2	2
		40–50 km/h	4	4
		50–60 km/h	8	8
		Over 60 km/h	10	10
	Retail	Under 30 km/h	0	0
		30–40 km/h	0	0
		40–50 km/h	2	2
		50–60 km/h	4	4
		Over 60 km/h	8	8
Amenity factors	Trucks	Under 1%	0	0
		1–2%	2	0
		2–3%	4	1
		3–4%	7	3
		4–5%	10	6
		Over 5%	12	8
	Rat-running through traffic	Under 10%	0	0
		10–20%	5	3
		20–40%	15	10
		Over 40%	20	15

Traffic volume	Crash reduction factor
0–1000 vpd	1.0
1000–1999 vpd	0.9
2000–2999 vpd	0.8
3000–3999 vpd	0.7
4000–4999 vpd	0.6
Over 5000 vpd	0.5

Source: Adapted from City of Stirling (2013).

Example 2: Canberra (ACT)

This is a standardised points ranking system that takes the additional step of linking the resultant score to a unit length of road. It makes the ranking of candidate projects much more comparative.

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Table C16 2: Canberra Points Ranking System

Traffic parameter	Value	Points for a street or road		
		Local access	Minor collector	Major collector
Traffic speed (km/h) <i>85th percentile speed</i>	> 50	3	0	0
	> 55	9	3	0
	> 60	15	9	0
	> 65	24	18	6
	> 70	33	27	18
	> 75	45	40	27
	> 80	55	45	40
Traffic volume (vpd) <i>24 hour volume</i>	> 1000	4	2	0
	> 1500	7	4	0
	> 2000	10	7	0
	> 2500	14	10	0
	> 3000	18	13	6
	> 4000	24	18	9
	> 5000	30	24	12
	6000+	39+9 per 1000	33+9 per 1000	21+9 per 1000
Traffic volume (vpd) <i>Highest hourly volume (HHV)</i>	> 150	1	0	0
	> 200	2	1	0
	> 300	3	2	1
	> 400	4	3	2
	> 600	6	5	4
	700+	8+2 per 100	8+2 per 100	8+2 per 100
Crash Data <i>(5 year period)</i>	Points per crash			
Per fatal crash		2.0	2.0	2.0
Per injury crash		0.8	0.8	0.8
Per non-injury crash		0.4	0.4	0.4
Heavy vehicles (%) <i>Per cent of total traffic</i>	1	0	0	0
	2	0	0	0
	3	0	0	0
	4	1	1	1
	5+	2+1 per %	2+1 per %	2+1 per %
Activity generators	Residential	1	1	1
	Medium residential	2	2	2
	Primary school	6	8	12
	Secondary school	6	8	10
	Small retail centre	6	8	10
	Large retail centre	8	10	12
	Bike/pedestrian crossings	3	5	7
	Major bike/ped path crossings	4	6	8
Verge width (m)	> 6	0.07	0.07	0.07
	> 10	0.15	0.15	0.15
	> 15	0.25	0.25	0.25
Weightings for each traffic parameter	Speed	25.0	25.0	25.0
	Volume	25.0	25.0	25.0
	HHV	0	0	0
	Crashes	20.0	20.0	20.0
	Heavy vehicles	5.0	5.0	5.0
	Activity generators	25.0	25.0	25.0

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C16.3 Action and Investigation Warrant Criteria

There are two types of conceptual warrants:

- action warrants – the warrants which state that an identified problem is of such magnitude that it will be treated with the limited funds available
- investigation warrants – the warrants or criteria which show that there is an agreed identified problem (which if funds were available, is of such magnitude that it would justifiably be treated).

Example 1: Typical example of a multi-criteria action-investigation warrant system

In the following example (Figure C16 1) only one of the three warrant criteria thresholds (i.e. 85th %ile speed, traffic volume or points) needs to be exceeded to achieve the warrant cut-off. Equally, a council might decide that it is appropriate for one or more criteria to be mandatory (e.g. point score).

Figure C16 1: Example of warrant criteria thresholds

85 th %speed	Traffic volume	Total points	Problem?	Recommended action
↑ 60+	↑ 6000+	↑ 50+	Substantial problem	Problem which is great enough to be included IN a funded treatment program
ACTION (FUNDING) WARRANT CUT-OFFS				
60 ↑ 55+	6000 ↑ 4000+	50 ↑ 40+	Acknowledged technical problem	Acknowledged problem justifying investigation or monitoring, but not of sufficient degree to attract funding in the short-term
AGREED PROBLEM¹ WARRANT CUT-OFFS				
55 ↑ 50+	4000 ↑ 2000+	40 ↑ 30+	Possible technical problem	There may be a problem, but not so serious as to attract funding even in the longer term
50 ↑	2000 ↑	30 ↑		The problem is not of such an extent that it is ever likely to be funded for treatment

Example 2: City of Stirling (WA)

The following example (Table C16 3) links a point score, as determined using the priority ranking system, with an action response.

Table C16 3: Example of warrant system action responses

Total point score	Decision	Typical response
More than 50 points	Denoted as Technical Problem Site (High Priority)	Considered to be a site that has problems. Suitable solutions to be considered for funding and implementation.
30 to 50 points	Denoted as Minor Technical Problem Site (Medium Priority)	Consider low cost non-capital works solutions (e.g. signing and line marking) if appropriate. Review again after 2 years.
Under 30 points	Denoted as Site with Low Safety and Amenity Concerns (Low Priority)	No further action required.

Source: City of Stirling (2013).

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Commentary 17 Choosing Public Participation Techniques

The following factors need to be taken into account when choosing techniques for public participation:

- The chosen techniques must contribute to outcomes that the public, council and its practitioners, and other agencies can all accept with confidence (in other words, will they trust that process?).
- Are there, or have there been, provisions in place for public involvement in other planning and community development processes overseen by council? Are there representative groups or ward committees already in place for interaction between council and the community?
- What is the level of real public interest in the traffic problems being considered? If that level of interest is low, then outreach or information programs to reach a broad base of the community are necessary. On the other hand, if local interest is high, more direct participatory programs such as workshops, focus groups and community advisory committees may be necessary.
- Are there already established attitudes and opinions towards traffic matters in the area? If so, and particularly if conflicting views are already evident, more sophisticated techniques are required.
- What are the community's expectations of its role in the planning process? If there is a history of consultation on matters of community concern, the machinery of consultation will be already partly in place but expectations will be higher.
- What is the community's past experience of consultation? If that experience is somewhat negative, greater effort will be needed to launch a successful consultation program and more gradual processes may be justified.
- What is the level of education and English language skills in the community? This will affect the type of materials to be prepared, as well as affect the nature of responses that are to be encouraged. Many of the techniques of consultation require competence in spoken and written English. If this competence is not general, the chosen techniques will have to provide other means of input.
- What resources and skills are available to council and its staff? Resources, skill and commitment have to be sufficient to sustain the chosen techniques through the study period, which may be longer than originally planned.

Techniques for participation and information dissemination are wide-ranging. The following list outlines the most common techniques, which can be combined to suit the requirements of a particular study.

Guide to Traffic Management Part 8: Local Area Traffic Management

Public opinions and responses

- questionnaire/attitudinal surveys
- written submissions
- enquiries and submissions hot line
- study area shop front or open house
- project caravan.

Representative committees

- use of existing representative committees and organisations
- appointment of street or area committee(s)
- ward (or local) traffic committees
- advisory committee (to represent wider interests, in larger studies).

Community events

- walkabouts (small group guided tour of the area and its problems)
- community-assisted data collection
- workshops, focus groups, or intense planning sessions such as design charettes.

Public meetings

- town meetings, debates
- formal public hearings
- public presentations (see below under Education and outreach).

Education and outreach

- public presentations
- news releases
- project newsletters
- leaflets
- internet: web sites etc.
- community radio and television
- exhibitions in council premises
- displays and videos in shopping centres, libraries etc.
- schools program
- media events, field days etc.

Councils with long experience in LATM report that much of the effort that once had to be put into community education and participation is usually not required, as the community's understanding of the form and intent of traffic control in local areas has increased. Many now adopt an abbreviated process which involves a much more localised and small-scale community contact program.

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A typical process in an experienced municipality:

When a street is being considered for treatment, all residents are usually contacted by letter with a diagram of the proposal, including alternatives. An opportunity is provided to comment on the proposal, either through a response form or by telephone. The results of this consultation are then collated and a decision is made whether to proceed and, if so, the works that are to be undertaken. Following detailed design, residents who live directly adjacent to the devices are further contacted with a final copy of the plans and given another opportunity to comment. It has generally been found that this method of consultation is more useful than public meetings and works quite well, provided all residents within the street or precinct are informed of the works and are given opportunity to comment. (A suburban council in Melbourne.)

Large-scale public meetings are often unproductive, being easily diverted from the objective of two-way communication, and are now usually undertaken only reluctantly, if at all, in LATM studies. Smaller meetings, including on-site meetings, are found to be more constructive for all parties.

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Commentary 18 Roles and Responsibilities in Consultation

Consultation with the various statutory bodies and others with responsibility for services and utilities is essential throughout the study, and may be mandatory in legislation applying in any given jurisdiction.

Establishing these obligations should be among the first steps in the study process.

Consultation with such bodies will usually be on a direct basis rather than through the local committees. After the initial contact to establish requirements and give notification of intentions, it will most likely be on an as-needed basis. These bodies should, however, be kept informed of progress with the study, even during periods when they are not involved.

Examples of such bodies and their relevance to the study follow.

State road/traffic authority

The traffic management branch of the state road agency may need to be consulted about matters concerning:

- road hierarchy designation
- traffic data
- traffic modelling
- analysis of impacts on the arterial system
- signs and other major traffic control devices
- road safety audits.

Note that some or all LATM devices are classified as major traffic control devices in some jurisdictions, and need the approval of the state road/traffic body.

State transit agency/local bus operators

LATM treatments on bus routes can affect passenger and driver comfort and bus operations (routing and scheduling). Consultation with the state transit agency and/or reference to its codes may be mandatory, and in any case close cooperation with the operators of local bus services is essential.

Austroads 2016 | page 183

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Emergency services

It is essential that the operational requirements of fire and ambulance services be obtained and allowed for in the development of proposals. All emergency services require up-to-date information about hindrances and road closures, and adequate advisory routes for quick access to and through local areas. Their requirements may also influence the selection and design of treatments.

Bicycle representative bodies

Some jurisdictions have a statutory requirement that bicycle bodies be consulted about cycle routes and facilities and are included in the technical aspects of device selection and design. Bicycle groups can provide informed input into the selection, location and design of treatments, and should be included in the participation process.

Utilities agencies

It may be necessary to consult with authorities and companies responsible for utility services such as telephone, electricity, water, sewerage and gas. The relocation of poles and underground services can be expensive. Information about costs and scheduling of alterations to suit the construction timetable will be needed.

Adjacent municipalities

If there is potential for traffic or other impacts to spill over into an adjacent municipality, especially where the study area is on or near the boundary of two municipalities, the neighbouring municipality should be consulted to minimise undesirable impacts, to coordinate road hierarchy designations, and to obtain a degree of consistency in treatments for traffic moving from one area to the other.

State planning agency or redevelopment authority

It may be necessary to consult the planning agency if the LATM scheme is part of an area redevelopment, or if it has possibly significant land use implications.

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Commentary 19 Negative Impacts of Humps

Zaidel et al. (1992) investigated claimed negative impacts of humps on emergency vehicles, and concluded that:

- Humps cause no damage to emergency vehicles if crossed at the recommended speeds.
- Humps are no worse than the off-road, driveway and on-kerb manoeuvring done in the normal course of emergency vehicle operation.
- Emergency response times are primarily determined by the adequacy of main roads, not the short approach stretches in neighbourhoods.
- The requirements of rare events should not be allowed to completely overshadow everyday safety and amenity needs.
- Speed control devices, by reducing the risks of injury in local streets, help to reduce the number of calls for emergency services.

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Commentary 20 Assessment of Traffic Pattern Changes

LATM measures may aim to redirect through traffic onto the appropriate higher-order roads. At the same time, the practitioner must be careful not to create unacceptably high increases in traffic on other local streets in the neighbourhood.

This means that some attempt must be made to anticipate the changes in traffic on links and at intersections within and on the boundaries of the study area that would result from each of the schemes being assessed.

In terms of the elements of travel analysis, the process involves at least the allocation (assignment) of vehicle trips to the local street and surrounding arterial network, with the proposed changes to the network reflected as speed or other penalties on local street links and intersections. Turn bans and other route changes can also be incorporated. More complex and ambitious schemes may lead to assessments about changes in the trip table itself (reductions in trips and/or redistribution of trips between origins and destinations).

There are two general approaches:

1. manual estimation
2. use of a traffic network model.

C20.1 Manual Assessment

Experienced traffic planners who are familiar with traffic behaviour in networks and with the locality under study may be able to make a reasonable approximation of the likely changes in local traffic patterns related to the scheme. This may take the form of assumption testing, in which various proportions of the non-essential traffic in a given street are assumed to take different routes, and that traffic is then allocated by judgement to the remaining network. In tributary (closed) networks with few alternative paths, there is usually little non-essential traffic in a given street, and the process of reassignment is relatively simple. Most problems in such networks usually occur on the collector roads, and reassignment can be done on the basis of changes in relative travel times and delays. In grid (open) networks, the likelihood of intruding traffic is higher and the number of alternative paths for reassignment is greater.

The results should always be quoted in ranges of values, not precise traffic estimates. The range of increase in traffic on any street under the various assumptions can then be assessed, and the combinations of assumptions that create unacceptable outcomes can be identified. The realism of those assumptions can be examined, and estimation made of the probability of an unacceptable outcome.

C20.2 Use of Computer Models

Computer-based models are not necessarily more accurate than these manual methods, depending on their input data and internal logic. However, a local area traffic model may be appropriate if there is expected to be significant diversion of traffic to the surrounding arterial network, and it is clearly preferred that indications of the variations between options are wanted. Modelling is also appropriate if congestion levels in the study area or on the surrounding roads are such that traffic diversions could result from changes in those levels.

As the complexity of the traffic assessment task increases, the more useful is the assistance of a computer model. Models also allow objective assessment of a number of alternative plans on a common basis. Likely circumstances under which a model might be considered include:

- Non-local traffic forms a medium to high percentage of total traffic in the local network.
- The arterial road network near the local area is congested.
- The likely traffic displacement effects will be widespread.
- A number of traffic management strategies or plans are to be considered.

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Due to the data-hungry nature of these computer modelling tools and the effort required to construct and run them, their use is unlikely to be justified for a single LATM study. They would be more appropriately used over a larger area to justify the total cost involved. The choice of a computer modelling approach is helped if there is already in place an area-wide model for the municipality or part of it, or at least if the network and its characteristics are already geo-coded.

C20.3 Available Models

There are several techniques to model the impact of network operations, each with its own advantages and disadvantages. The suitability of each technique therefore, depends on the context of the project. Austroads (2010) reviewed the suitability of the different modelling techniques. To model traffic diversion impacts, the modelling technique needs to have network assignment capability (i.e. user equilibrium assignment) and the capability to adequately model the impact of treatment options to be tested. For most LATM measures, they involve restriction of movements or speed limitations. Network assignment software would be a practical option, given that it is simple to set-up and run. EMME, CUBE and VISUM are specific network assignment software that can be used. More complicated treatments may require microsimulation or macrosimulation software to properly model impacts of traffic diversion. For example bus priority signals are dynamic measures that could not be readily modelled without simulation. It should be noted that microsimulation and macrosimulation models tend to be time and resource-hungry (especially microsimulation) but do allow unique areas of investigation and variation. The realistic graphical output is an advantage for consultation. VISSIM, AIMSUN and PARAMICS are specific microsimulation software and SATURN is an example of a macrosimulation software.

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Commentary 21 Impact of LATM Devices on Speed and Safety

Table C21 1 represents the percentage reduction in the 85th percentile speeds and crashes of each commonly used LATM treatment. These speed reductions were provided for speeds at treatment sites and across entire LATM schemes (scheme-wide) measured at various points within the treated area.

Table C21 1: Speed and safety benefits of different LATM devices

Treatment type	Studies	Change in 85 th percentile speeds		Crash reduction, scheme-wide
		At treatment	Scheme-wide	
Raised tables (best defined as flat-top road humps)	Brindle et al. (1997), Smith et al. (2002), Webster and Layfield (1996)	–24%	–	71%
Road humps	Evans (1994), Corkle et al. (2001), Huffine (2005), Petruccioli (2000), Ponnaluri and Groce (2005), Smith et al. (2002), Webster (1993), Webster and Layfield (1996), Zito and Taylor (1996)	–45%	–21%	71%
Road cushions	Layfield and Parry (1998), Wheeler et al. (1996, 1998)	–27%	–	60%
Kerb extensions	Corkle et al. (2001), Parham and Fitzpatrick (1998), Fehr and Peers (2015), WSROC (1993)	–7%	–	–
Slow points – two-lane	Cusack et al. (1998), Sayer et al. (1998), Tucker (2006)	–27%	–15%	51%
Slow points – one-lane	Corkle et al. (2001), Sayer et al. (1998)	–34%	–32%	61%

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Treatment type	Studies	Change in 85 th percentile speeds		Crash reduction, scheme-wide
		At treatment	Scheme-wide	
Centre blisters	Cusack et al. (1998), Tucker (2006), WSROC (1993)	-24%	—	—
Midblock median treatments	Parham and Fitzpatrick (1998), Fehr and Peers (2015), WSROC (1993), Austroads (2007)	15%	—	15 – 20% for painted 45% for constructed
Roundabouts (local road)	Corkle et al. (2001), Parham and Fitzpatrick (1998), Petrucci (2000), Fehr and Peers (2015), Tucker (2006), Zito and Taylor (1996)	-46%	-15%	55%
Modified T-intersections	Tucker (2006)	-56%	—	—
Tactile surface treatments	Watts et al. (2002)	-2.5%	-1.5%	60%

Source: Austroads (2009b).

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Commentary 22 Level of Service Approach

Essential to the consideration of the management of any street system is having an understanding of the current and future level-of-service (LOS) from the perspective of the users of that system.

LOS provides a qualitative performance measure of a particular facility or service. Service levels can relate to aspects such as quality, reliability, useability, responsiveness, acceptability, cost, and so on. It is often used as a trigger to warrant improving facilities or services and is not only applicable to motorists but also applies to any user of the street system including pedestrians, cyclists, public transport riders, and those using emergency services.

Austroads (2015a) provides guidance on level of service metrics for road network optimisation in Australia and New Zealand. These metrics can be applied to all elements in the road network whether they be a path, local street, public space or public service. Suggested metrics of a particular feature or facility include mobility, safety, accessibility and amenity.

The LOS of a facility is usually categorised using a six level system extending from A to F with 'A' considered the best or highest level of service and 'F' considered the worst. Generally, a value of C or D is considered acceptable but that very much depends on the service level expectations of the local community. By using a level of service approach, the gaps in the performance of the local network can be identified and improvements can be proposed to address those gaps. Certain LATM treatments will provide different LOS outcomes for different transport modes at different times of the day or even different days of the week and this approach can be a very effective input into the development of a jurisdictional wide approach to traffic management.

By adopting a level of service approach it can:

- help to identify if action is warranted, to what extent, and in what form
- assist in the identification of data requirements
- be used as a means of assessing the success of a LATM scheme based on pre-defined performance measures.

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Councils in consultation with their communities must determine the level of service and quality and cost standards that are acceptable for different services and facilities within their portfolio. Each user group will have different expectations and needs. It is important to remember that the focus should be given to the needs of the users of the street rather than to the needs of vehicles. In cases where not all the requirements can be met it is necessary to have trade-offs between user groups. At all stages, the safety of all road users should be given the top priority. In the context of local order streets, amenity and accessibility is generally considered more important than mobility.

Additional source material providing more detail on this topic can be found in: Austroads (2015b) and Austroads (2015c).

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Austroads' *Guide to Traffic Management Part 8: Local Area Traffic Management* is concerned with the planning and management of road space usage within a local area, to reduce traffic volumes and speeds in local streets, to increase amenity and improve safety and access for residents, especially pedestrians and cyclists. It provides guidance for planners and engineers associated with the design, development and management of residential precincts.

Guide to Traffic Management Part 8



Austroads

Austroads is the association of Australasian road and transport agencies.

www.austroads.com.au

Have your say

SURVEY RESPONSE REPORT

24 May 2017 - 12 March 2024

PROJECT NAME:

Broome Street and Wright Street Black Spot Project



Have your say : Survey Report for 24 May 2017 to 12 March 2024

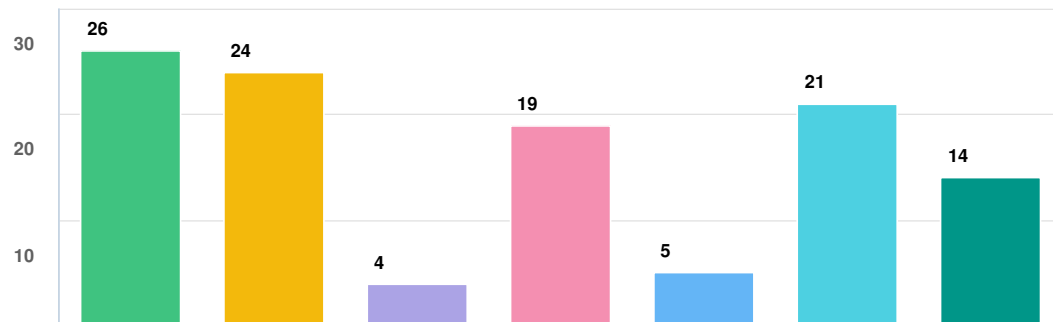


SURVEY QUESTIONS

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Have your say : Survey Report for 24 May 2017 to 12 March 2024

Q1 Please select all that apply to you



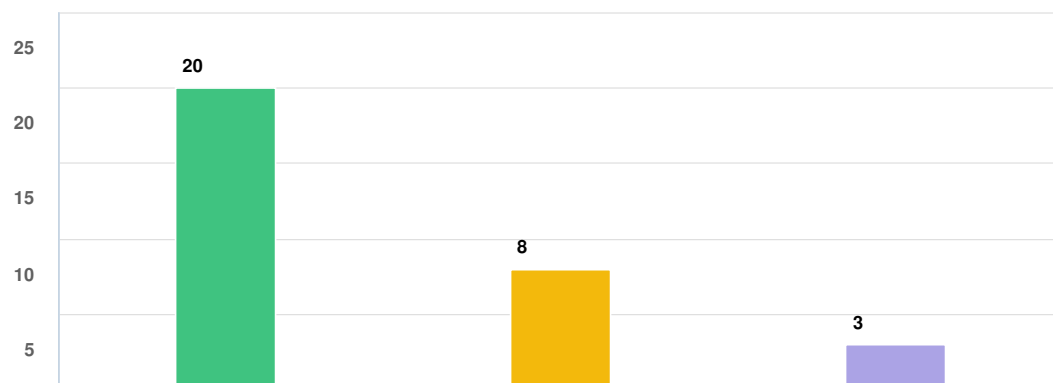
Question options

- I am a City of Vincent resident
- I own property in the City of Vincent
- I work in the City of Vincent
- I own property in Highgate
- I work in Highgate
- I live in Highgate
- I am a resident of Broome Street or Wright Street

Mandatory Question (31 response(s))

Question type: Checkbox Question

Q2 Do you support the design of the proposed Broome Street and Wright Street Black Spot project?



Question options

- Yes
- No
- I'm unsure

Mandatory Question (31 response(s))

Question type: Checkbox Question

Have your say : Survey Report for 24 May 2017 to 12 March 2024

Q3 | If no, what do you oppose about the project?

Screen Name Redacted
4/06/2023 01:47 PM

It fails to deal with the issue of flooding in the intersection as well as parking issues. There are better options to manage traffic and stop the flooding into my property and deal with overflow water into the Swan River.

Screen Name Redacted
4/07/2023 04:25 PM

I am supportive of this initiative if it does not take away parking bays that allow access to the dog park. If it will remove car bays, then I would only be supportive if those car bays that are removed are compensated by removing any parking restrictions surrounding the dog park and further up the adjacent streets

Screen Name Redacted
4/09/2023 04:15 PM

We are direct stakeholders among many numbers of affected residents and businesses, and we have not been respected by being given the barest of basic information about what is proposed: where is the information?

Screen Name Redacted
4/17/2023 09:45 AM

Roundabouts should be last resort in residential streets. In conjunction with the Harold Street changes, a roundabout @ Wright & Broome would likely see an increase in traffic. This is very concerning with the Kindy right there as well as a busy dog Park. Has there been any traffic planning reports done considering alternative methods such as speed bumps on Wright St? Parking is already strained in this area.

Screen Name Redacted
4/18/2023 11:41 PM

Its a compete waste of public money, there are no safety issues at this intersection that would be remedied by a roundabout.

Screen Name Redacted
4/20/2023 11:10 AM

Roundabouts reduce amenity for pedestrians by forcing people to cross the street away from their desire line. Pedestrians also no longer have priority over turning vehicles unless a zebra crossing is installed (this design does not have zebra crossings). Any claims related to the intersection becoming safer are based on being safer for drivers and not the whole community. For people walking and cycling, roundabouts typical of the design proposed are less safe. This has been confirmed by Austroads research in 2013 which showed pedestrians and cyclists account for 30% of severe crashes at roundabouts even though those modes were less than 5% of the traffic. The City of Vincent made a commitment to prioritise walking and cycling transport modes as stated in the Accessible City Strategy.

Have your say : Survey Report for 24 May 2017 to 12 March 2024

Screen Name Redacted

4/22/2023 06:17 PM

This roundabout would ignore that requirement and give priority to driving. This particular design is also excessively large and would create a dangerous crossing point for pedestrians hidden behind a high wall. This is a residential area with a relatively high level of pedestrian traffic. Broome Street is also part of the Long Term Cycle Network, the City of Vincent should not be adding any new roundabouts to this network due to safety concerns. If the City feels compelled to use the Black Spot funding, there are other options for improving safety along Broome and Wright Streets.

Roundabouts are unsafe for pedestrians and cyclists. Why are cars always the priority?

Screen Name Redacted

4/22/2023 08:27 PM

Roundabouts encourage rat running.

Screen Name Redacted

4/23/2023 08:43 AM

Round about, I take my son to Highgate primary on a bike and roundabouts (as on Bulwer St cycling lane) are scary as hell and do little to encourage cycling, so will you end up with another car rushing down Broome street instead of us cycling

Screen Name Redacted

4/23/2023 08:49 AM

Putting more obstacles on an already crossed street scale achieves no purpose - the round abouts on Ethel street are a joke and people always ignore them - the streets are too narrow. This is inner city living - you can control it with suburban traffic devices that clutter the streetscape and make it more dangerous for cars and pedestrians.

Screen Name Redacted

4/24/2023 02:03 PM

This proposal has not taken into proper consideration the kindergarten on Broome street, impact on cyclists, adverse unintended consequence of incentivising traffic volume on Wright Street and Broome Street, impact on pedestrians. I have asked for: Consultation radius Traffic monitoring reports Impact on parking. If other options have been considered. I have tried unsuccessfully three times to get the consultation radius; the traffic monitoring information and the adverse impacts considerations by the City prior to this proposal going out for consultation but the City officers have been unresponsive, unavailable or absent. C A huge amount of consultations all closing today and not one City Officer could knowledgeably respond even with a weeks notice. This has been an appalling consultation process. Research on roundabout has shown that they work best when they are in the right place and are the right size to allow proper curvature to slow speed, that good lighting has to be put in and that other options should be looked at which may get a better outcome. They have also been shown in many circumstances

Have your say : Survey Report for 24 May 2017 to 12 March 2024

to be very efficient at moving large volumes of traffic and encouraging drivers to streets with roundabouts as they are easier. 1. I am strongly opposing the roundabout, at least until proper consideration has been given to other options: 2. Putting additional stop signs in on Broome street making it a four way stop street controlled intersection bring all traffic to a stop until appropriate view of pedestrians and other cars has occurred. 3. Reducing speed on Broome and Wright to 30 klms 4. Putting raised slow points or visual slow point cues on Broome and Wright street 5. Traffic monitoring of traffic made available especially to monitor impact of Lord and Harold Street half seagull closure 6. Improved lighting 7. No changes until proper placemaking discussions with residents, cyclists, park users and the kindergarten

Optional question (11 response(s), 20 skipped)

Question type: Essay Question

Q4 | Do you have any further comments you would like to share with us about the proposed intersection updates?

Screen Name Redacted

4/05/2023 05:04 PM

I support attempts to make this intersection safer, I regularly use the small dog park and have experienced issues here. I am not, however, certain that a roundabout is the solution, this is based upon my experience of the roundabouts installed immediately north of Hyde Park (Ethel, Norfolk, Chelmsford Rd etc) where vehicle can still speed through the junctions (USA style four-way stops would be welcome). I do note that the diagram proposed has the roundabout approaches angled, presumably to assist in vehicle speed reduction, but if this is merely painted upon the road its effect may be limited. As such I would like to see the angled approaches installed as slightly raised sections, perhaps as per the roundabout centre constructions of those listed north of Hyde Park.

Screen Name Redacted

4/06/2023 01:47 PM

I have already sent details of a better proposal to the mayor and councillors designed by a Curtin Uni student. The design won environmental awards and would deal with the traffic problems, water problems and parking issues.

Screen Name Redacted

4/06/2023 05:23 PM

Best idea thank you. We are scared to cross that intersection

Screen Name Redacted

4/07/2023 03:21 AM

Put in island on lord st to stop cars entering Broome st and do not put in island on lord st for Harold as the Harold st proposal will shift cars

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Have your say : Survey Report for 24 May 2017 to 12 March 2024

	to Broome and then wright to get to all the areas of activity on Harold and wright st
Screen Name Redacted 4/09/2023 01:47 PM	The roundabout design, plants chosen (?) and light pole should be in harmony with the surrounding streetscape. Also, I was under the impression that City of Vincent was considering making Wright Street a heritage precinct. I completed a survey (several months ago) in support of the proposal.
Screen Name Redacted 4/09/2023 04:15 PM	Many questions are unaddressed, unanswered, such as: what will the roundabout look like? will it obscure existing carparking bays on the 4 stretches of street along Wright and Broome Streets?
Screen Name Redacted 4/10/2023 01:32 PM	This is a great idea. Both my wife (who co-owns the property) and I support this project fullheartedly.
Screen Name Redacted 4/10/2023 06:30 PM	This is a great initiative. Will it include plants and a tree?
Screen Name Redacted 4/12/2023 05:13 PM	Supportive of this roundabout noting vehicles are often travelling at high speeds/hooning around the area.
Screen Name Redacted 4/13/2023 08:08 PM	Please consider also prohibiting parking a further 2 m from the intersection. There is a white campervan that always parks at the intersection which is a visual hazard. Consider putting in speed bumps to further reduce speed.
Screen Name Redacted 4/14/2023 07:32 AM	I drive and walk through this intersection daily. I very nearly had a collision with another car at this intersection. I live in Wright street . I have to be very cautious when driving across Broome Street and also when turning right into Broome Street. Cars sometimes drive very fast on Broome Street and my view of traffic is blocked by cars parked on Broome Street.
Screen Name Redacted 4/14/2023 03:15 PM	This intersection has become increasingly problematic for a number of reasons: - There is increased traffic using Wright Street and Broome Street because of higher density residential infill in the area and greatly increased number of cars parking on the street. - Often motorists avoid the Lord Street and Walcott Street lights and turn from Lord St into Broome St and often into Wright St. These vehicles usually continue to travel at 60KMH+ despite passing the Highgate

Have your say : Survey Report for 24 May 2017 to 12 March 2024

Pre-Primary, Brigatti Gardens and Jack Marks Park; -Similarly, cars often travel at speed along Broome Street to the Broome/ Lord Street intersection. -The dog park has brought increased traffic and parking congestion - particularly in the warmer months and people meandering across the road add to the hazard ; - there is restricted vision at the intersection making it particularly hazardous to make a right hand turn from the northern part of Wright Street into Broome Street east towards Beaufort Street. Vehicles parked in front of the dwellings on Broome St - particularly 22, 24, 26 and 28 often make it impossible to see oncoming traffic. Delivery vehicles, construction workers and trades people's vans also contribute to the parking/road use problem near the intersection; - While there have been many crashes at that intersection over the years, there have also been many more near misses -including pedestrians, cyclists and skateboarders. The increased population in the area means that safety measures need to be urgently put in place to improve the safety of residents and all road users. A roundabout at that intersection would enable all motorists to safely use the intersection and hopefully it will also provide some form traffic calming which is required on Broome Street.

Screen Name Redacted

4/16/2023 12:03 PM

I use this intersection daily and really welcome this improvement. I'm constantly having to edge forward on the dog park side of wright st to make sure no cars are coming from the Beaufort st end because there is a residents large white van parked (legally) that is blocking my view and is always there. Coming from the brigatti park side of wright isn't too bad as long as the verge trees are trimmed otherwise it's the same situation. So I think a roundabout is a really good idea and will mitigate both of these issues and make this a lot safer. Thankyou.

Screen Name Redacted

4/17/2023 09:45 AM

No more Roundabouts! Also, Harold left turn only will just make Broome Street more busy for the residents, increasing pedestrian danger.

Screen Name Redacted

4/17/2023 10:23 AM

Also put a roundabout on the corner of Stirling and Lincoln Streets.

Screen Name Redacted

4/18/2023 11:41 PM

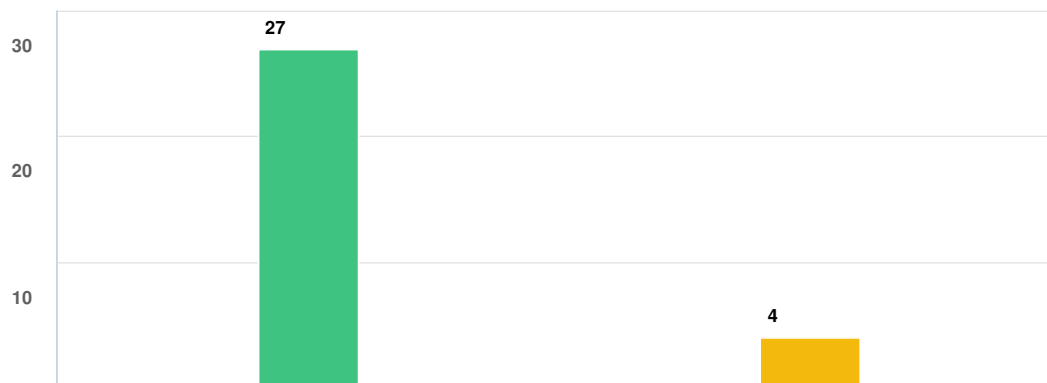
How about you spend some money on the landscaping and reticulation on the existing roundabout that have gone to shit. How about you clean the drains out on the cnr of Broom and Stirling that always flood. How about yuo take down all the ugly no smoking stickers you put up around the place. How about you do some work at the Jack Marks park, the turf has gone to shit in places. How about you put a rocket up John Carey's arse and get the tower demolished

Have your say : Survey Report for 24 May 2017 to 12 March 2024

	and land sold off to somebody who will build some less than 3 stories. How about you prune all the palm trees at Loton Park Tennis Club, it hasn't been done in 20 years. Seriously a roundabout!???
Screen Name Redacted 4/19/2023 01:59 PM	Thank you for this proposal, my husband and I definitely welcome it. These are our comments. 1. There is a lot of traffic along Broome Street, often travelling at great speed through the Wright St intersection, from both directions 2. Since moving here nearly 22 years ago, we have witnessed a number of serious accidents at this intersection - and many near misses 3. With a kindergarten next to the intersection, we feel a roundabout and pedestrian crossings are essential for the safety of parents and children 4. There are many residents and visitors using the Jack Marks Reserve at all hours; the proposed intersection changes would enhance the safety of this park 5. Traffic along Wright St often do not properly observe the Stop signs at the intersection, even slow moving vehicles have resulted in collisions 6. A roundabout was installed at the intersection of Wright St and Lincoln St - this seems to be completely out of proportion to the size of the intersection and the number of cars regularly using it, such a large roundabout should not be necessary in the new proposal. 7. Improved lighting would also be most welcome.
Screen Name Redacted 4/23/2023 08:43 AM	Pedestrian crossing of East parade, somewhere near train - crazy with the train out of action currently, then we could go across the rail line at station and down Broome St, options are all the way down to the cycle path along Graham Farmer or through the scary DANGEROUS Mt Lawley subway on Guildford Rd with a kid on bike! To break the East Parade traffic flow surely would assist the summer street junction too? Without delaying traffic travel time
Screen Name Redacted 4/23/2023 08:49 AM	Please stop ruining the inner city street scape and let things flow naturally
Screen Name Redacted 4/24/2023 02:03 PM	Please consult more widely to properly ascertain impact
Optional question (20 response(s), 11 skipped) Question type: Essay Question	

Have your say : Survey Report for 24 May 2017 to 12 March 2024

Q5 Would you like to be kept up to date on the progress of this project?



Question options

● Yes ● No

Mandatory Question (31 response(s))
Question type: Checkbox Question

ORDINARY COUNCIL MEETING AGENDA

11 MAY 2021

10.1 PUBLIC CONSULTATION RESULTS - MINI-ROUNDBABOUT PILOT PROJECT

- Attachments:**
1. Plan of Proposed Locations of Mini-Roundabouts
 2. Map of Proposed Project Area
 3. Letter - Mini Roundabouts URSP Consultation - Resident Letter
 4. Mini-roundabout Correspondence Responses
 5. Monash Institute of Transport Study - Understanding Safety and Driver Behaviour Impacts of Mini-roundabouts on Local Roads

RECOMMENDATION:

That Council:

1. **NOTES** the public consultation results on the 'mini roundabout' pilot program contained in this report.
2. **APPROVES** the implementation of the Urban Road Safety Program 'mini roundabout' pilot project within the area bounded by Raglan Road, Hyde, Vincent and Fitzgerald Streets, North Perth/Mt Lawley in May/June 2021, as shown on Plan 3612-CP, Attachment 1.
3. **NOTES** that the pilot project will be fully funded by Main Roads WA.
4. **APPROVES** the subject area moving from 50kmh to 40kmh during the pilot project period in liaison with Main Roads WA as shown in Attachment 2.
5. **REQUESTS** Administration to inform the respondents of Council's decision.

PURPOSE OF REPORT:

To advise Council of the results of the Public Consultation of the proposed installation of nine 'mini-roundabouts' within the area bounded by Raglan Road, Fitzgerald, Vincent, Hyde Streets, North Perth/Mt Lawley, in conjunction with Main Roads WA under their Urban Road Safety Program.

BACKGROUND:

Early in 2020 Main Roads WA approached the City to discuss a new road safety initiative, the Urban Road Safety Program (URSP), and to gauge the level of interest of the City to participate in the program to implement a 'mini roundabout' pilot project, to be funded by Main Roads. Funding is available for this financial year.

The aim of the URSP is to:

'Implement low cost road safety treatments on an area-wide or at least, whole of street basis that will target high casualty and/or high-risk locations'.

The URSP will treat intersections on an area wide approach that have crash risks, but are ineligible for Black Spot funding. The URSP will take a proactive area wide or whole-of-street approach, applying many similar treatments at once, using low-cost standard designs. This will allow for treatment of risks throughout suburbs and neighbourhoods.

In conjunction with Main Roads, the precinct bounded by Raglan Road, Fitzgerald, Vincent and Hyde Streets, North Perth/Mt Lawley was selected for a pilot project comprising a series of mini-roundabouts (nine in total).

A report was subsequently submitted to Council at its Ordinary Meeting of 15 December 2020 where the following, in part, recommendation was adopted:

2. **APPROVES IN-PRINCIPLE** subject to public consultation, the installation of the nine 'mini roundabouts' within the aforementioned area, as shown on Plan 3612-CP, Attachment 1;

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Given that the standard 50kmh urban speed limit currently applies within the pilot project area, Main Roads has advised that they support, through the pilot program, making the area a 40kmh speed zone in conjunction with the introduction of the Mini-Roundabouts treatment. The area where the speed reduction will be applied is shown in attachment 2. This project will support the principles of the City's draft Accessibility Strategy and its aim to reduce speed limits across Vincent to 40kmh.

DETAILS:

In mid-March the City commenced an extensive public consultation process inclusive of a 670 letter drop to all of the properties within the area bounded by Fitzgerald, Forrest, William and Vincent Streets, encompassing the project, an *Image Vincent EHQ* web page, email and written responses. The letter was to inform residents who lived in the proposed pilot area of the consultation but the survey was available to all residents via the website.

The consultation opened 18 March and by the close of consultation on 12 April 2021 some 74 responses had been received. The web portal receiving 52 responses, with the remainder, 22, via email and written correspondence.

One respondent replied via both email and web portal, and therefore the response only included once (hence the total of 73 in the tables below).

The on-line survey asked the following:

- 1) Do you support the 'mini roundabouts' pilot project and you have any comments or thoughts you'd like to add?
- 2) Do you live or own property in the area, bounded by Fitzgerald, Forrest, William and Vincent Streets?
- 3) Do you live or own property within the City of Vincent?

All web portal and email responses were reviewed (see attachments) and results were determined to be as follows:

Support Implementation	30 of 73	41.1%
Oppose Implementation	30 of 73	41.1%
Unsure or did not indicate	13 of 73	17.8%

When only the responses received by directly affected residents within the aforementioned consultation area were tallied, the results from the 50 responses were:

Support Implementation	25 of 50	50.0%
Oppose Implementation	17 of 50	34.0%
Unsure or did not indicate	8 of 50	16.0%

Public Concerns

Respondents that did not support the project were generally of the view that roundabouts were not suitable for pedestrians and cyclists. Further, some noted that the City has indicated that a possible Safe Active Street will be routed through some of the intersections within the pilot project area.

It should be noted that the implementation will be of mini-roundabouts, not standard, or typical, roundabouts. The former having an annulus diameter of 3m, with the latter 6m. The mini-roundabout does not cause cars to deflect out around the annulus as far as if they were negotiating a standard roundabout, which can be disconcerting for cyclists. Secondly, and most significantly, the selected area has low traffic speeds and low traffic volumes with good sight distances which provides significant levels of safety to pedestrians and cyclists alike. A full roundabout already exists just north of the project area. No comments were received about removing it.

Other feedback noted that the effectiveness of a mini-roundabout is yet to be confirmed, in the Western Australian context, which is the point of the pilot project. Main Roads URSP team are of the view that the

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grid pattern installation of a mini-roundabout will result in reduced speeds and improved safety for all road users within the 'cell' and that this will be borne out by future traffic data collection and accident statistics

Safe Active Street.

City Officers subsequently met with the Department of Transport Bicycle Network Team in relation to the implementation of the mini-roundabouts at intersections that form part of the proposed Norfolk St Safe Active Street (SAS) route, with the exact route yet to be determined.

While they had some reservations about 'mini-roundabouts' they were scheduled to meet with Main Roads URSP team to discuss the matter. They accepted that the pilot project may aid in the speed reductions necessary to meet the Safe Active Street criteria, and that they would support any SAS implementation program to start at the Walcott Street end of the route rather than Vincent Street while the success, or otherwise, of the pilot project was assessed.

CONSULTATION/ADVERTISING:

Residents and businesses were consulted regarding the proposal in accordance with the City's Community Consultation Policy 4.1.5.

Administration undertook a Public Consultation process initiated by a 670 letter drop, which directed responses to the *Image Vincent EHQ* page, and email or written options. The letter was to inform residents who lived in the proposed pilot area of the consultation but the survey was available to all residents via the website. The consultation was open from the 18 March to the 12 April 2021. All correspondence received are shown in the attachments.

LEGAL/POLICY:

While all of the roads within the project area come under the care and control of the City prior to any works proceeding the associated regulatory lines and signs have to be approved by Main Roads WA Traffic Services Directorate.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council as the proposed 'mini-roundabouts' should lead to a reduction in both the number and severity of traffic accidents within the precinct as well as a reduction in traffic speeds resulting in an improved level of amenity for the local community.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

Accessible City

We have better integrated all modes of transport and increased services through the City.

Innovative and Accountable

Our community is aware of what we are doing and how we are meeting our goals.

SUSTAINABILITY IMPLICATIONS:

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

Sustainable Transport

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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

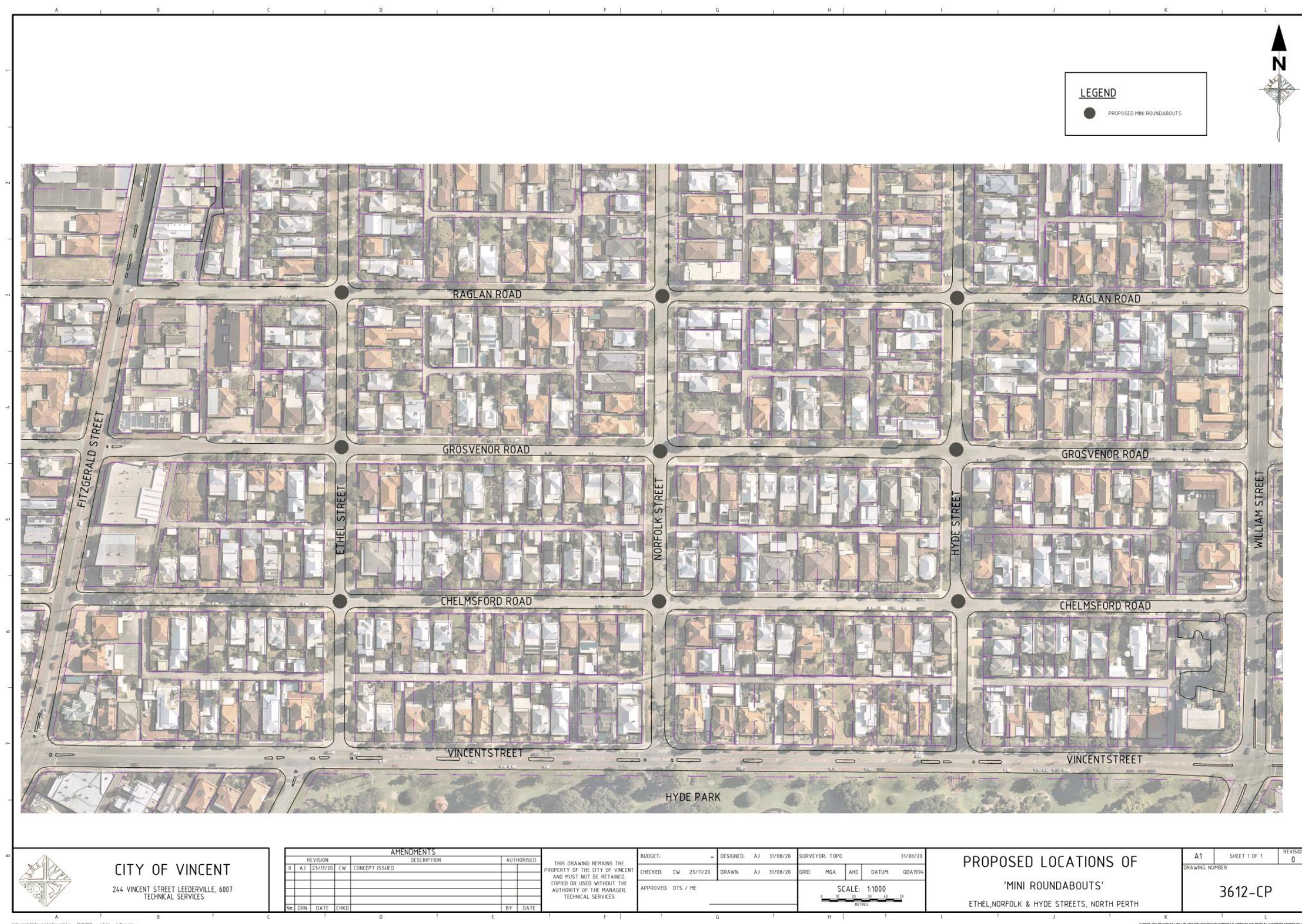
FINANCIAL/BUDGET IMPLICATIONS:

The works, estimated to cost \$230,000, would be fully funding by Main Road's WA Urban Road Safety Program.

COMMENTS:

The URSP provides the City the opportunity to participate in an innovative road safety program that will lead to a number of beneficial outcomes for the local community at no direct cost to the City.

If the 'mini-roundabout' project is approved, and proves successful, it would likely lead to a greater acceptance and adoption of the URSP by Local Government across the metropolitan area.





The area bounded by Fitzgerald St, Vincent St, William St and Alma Rd (covering Chelmsford Rd, Grosvenor Rd and Raglan Rd between Fitzgerald St and William St and Ethel St, Norfolk St and Hyde St between Alma Rd and Vincent St).

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ENQUIRIES TO: Andrew Murphy (9273 6000)
Executive Director
Infrastructure & Environment



18 March 2021

Dear Sir/Madam,

PROPOSED MINI ROUNDABOUTS PILOT PROJECT – SHARE YOUR THOUGHTS

The City of Vincent and Main Roads have been working collaboratively on a new pilot project for the Urban Road Safety Program (URSP). The program aims to implement low cost road safety treatments on an area wide or whole-of-street basis to assist in the reduction of fatal and serious injury crashes on local roads that are ineligible for funding from other road safety programs (such as the Black Spot funding).

The pilot project involves installing mini roundabouts at nine intersections in North Perth, in the area bounded by Ethel Street, Raglan Road, Hyde Street and Chelmsford Road. The project is fully funded by the Road Safety Commission.

The area proposed for the pilot project was nominated as both a responsive site, for the numerous low-grade traffic incidents recorded between 2014-2019, and as a proactive site based on the traditional 'grid pattern' road network.

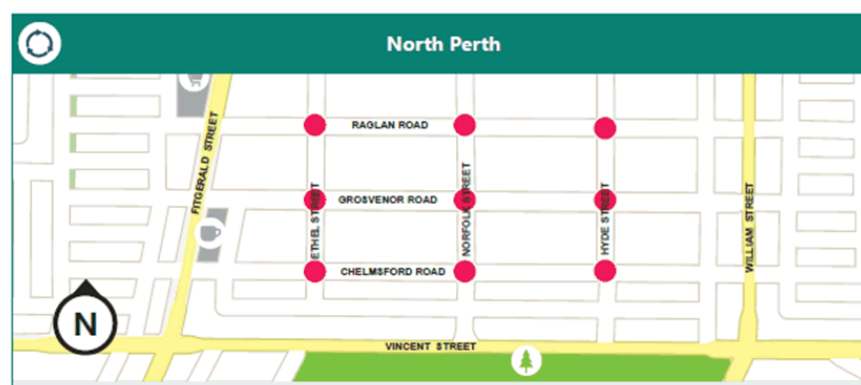


Figure 1: proposed locations for the nine mini roundabouts

Mini roundabouts are regarded as an effective, low cost means of reducing the likelihood of traffic crashes on local roads. They have approximately a 3m diameter, compared to the 6m diameter of typical roundabouts, eliminating the need for road widening and significantly reducing construction costs.

The 'mini roundabouts' pilot project is based on research by Monash University in Victoria using crash data provided by Main Roads (from April 2014 - April 2019), with GHD (Perth) assisting in the project scoping and design

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ENQUIRIES TO: Andrew Murphy (9273 6000)
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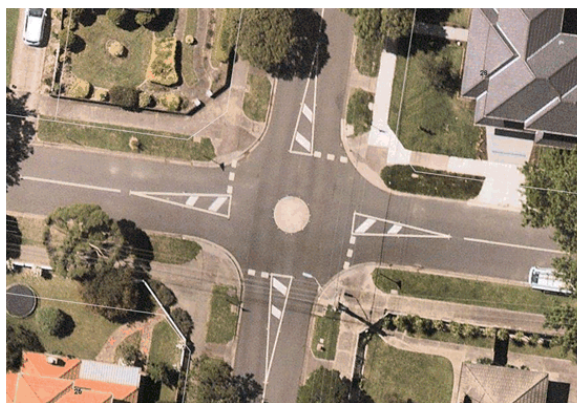


Figure 2: a typical mini roundabout in metropolitan Melbourne, Victoria

Possible reduction in speed limit to 40 kmh

Given that the standard 50kmh Urban Speed Limit currently applies within the pilot project area, Main Roads has advised that they will consider, through the pilot program, making the area a 40kmh Speed Zone in conjunction with the introduction of the mini roundabouts treatment.

Share your thoughts

The City would like to know what you think about the proposed URSP pilot program, involving the installation of mini roundabouts at nine intersections in the area bounded by Ethel Street, Raglan Road, Hyde Street and Chelmsford Road.

You can share your thoughts by:

- Online survey, available at www.imagine.vincent.wa.gov.au/mini-roundabouts-pilot-project
- Direct email, to mail@vincent.wa.gov.au
- Phone, to 9273 6000
- Post, to PO Box 82, Leederville, 6902
- In person at the City of Vincent Library, 99 Loftus Street, Leederville (during opening hours)

Feedback is invited until Monday 12 April 2021. For more information, please contact the City on 9273 6000 or mail@vincent.wa.gov.au

To find out more about the Main Roads Urban Road Safety Program, visit their website below.

www.mainroads.wa.gov.au/projects-initiatives/programs/urban-road-safety-upgrades

Yours sincerely,

Andrew Murphy
EXECUTIVE DIRECTOR
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CORRESPONDENCE Results (22 Responses)

D21/45490 - 1
#####

Thanks for the information you sent out about the proposed mini roundabouts pilot project in North Perth. I tried to use the online form but it didn't work, so I am responding via email instead.
I am very happy with the proposal. Living on Norfolk Street we often see drivers travelling at high speed down Norfolk Street. I expect they're using the street as a shortcut between main roads.
I am hopeful that both the roundabout proposal and the future 40km speed limit help curb this behaviour.

D21/45824 - 2
#####

In response to your mail out regarding proposed mini roundabouts pilot project I wish to advise that I am in agreement to this project.

D21/46054 - 3
#####

We live XXXX Ethel Street North Perth
We are in favour of the mini roundabouts and the permanent kiosk in Hyde Park
We are not so keen on the food vans as the hygiene is questionable from what we have seen and block access most times

D21/47502 - 4
#####

In response to your notification of the Proposed Mini Roundabouts Pilot Project dated 18 March 2021, I wish to comment on the installation of mini roundabouts at nine intersections in the area bounded by Ethel Street, Raglan Road, Grosvenor Road, Norfolk Street, Hyde Street and Chelmsford Road. From 1958 I grew up at 10 Norfolk Street. During those early years, there were often car crashes at those nine intersections that are being proposed to apply mini roundabouts. The crashes were due to no stop signs or others methods of slowing down traffic speed at those intersections. The action taken to prevent regular crashes was the implementation of stop signs. The stop signs significantly prevented crashes and stopped fatal and serious injuries. I now reside at 98 Chelmsford Road and in my observations there is a growing number of vehicles accessing the nine intersections that are being used as short cut from Fitzgerald Street and Vincent Street to access William Street. Norfolk Street is also seeing more traffic as a short cut by drivers preventing the use of Fitzgerald Street or William Street. I can say that the speed being used on the roads of the nine intersections is in excess of 50 kmh. I am in favour of any initiative by the City of Vincent and Main Roads to implement low cost safety treatments in the reduction of fatal and serious injuries and crashes. However, I feel that the main aim should be to prevent / stop and not reduce fatal and serious injuries and crashes. Stop signs have and will continue to prevent fatal and serious crashes.
The implementation to remove stop signs and be replaced with painted islands in those intersection will have little or no impact to slow down traffic and prevent fatal and serious injuries and crashes. A painted circle in the intersection will be ignored and driven straight over without reducing speed. A traditional roundabout with raised islands does slow down traffic and force drivers to negotiate around the island at reduced speed. Bear in mind, any obstacle, such as a traditional roundabout island or speedbump that may cause damage to a vehicle is treated with respect and is negotiated with that in mind.
In my view the cost of removing the current stop signs and installing mini roundabouts would be best served by retaining the stop signs and preventing traffic using the nine intersections as short cuts from Vincent Street, Fitzgerald Street, Norfolk Street and William Street. And to reduced traffic speed from 50 to 30 kmh.
I request acknowledgement of the receipt of my email and comments.

D21/48953 - 5
#####

I am responding to the recent letter about the Mini Roundabouts Pilot Project in North Perth and Mount Lawley.
I believe the solution suggested will not be sufficient to address the issue which is sought to be resolved.
As I understand it what is sought to be resolved is the reduction of the number of low grade traffic incidents.
The solution suggested is to install mini roundabouts in nine locations across three east west streets.
This seems to be unlikely to reduce the speeds in the streets, as most people drive 4 wheel drive vehicles which will just drive over them.
I suggest a better solution may be to install infrangible posts in the suggest locations which may reduce the speed but probably increase the number of traffic incidents.
It is noted that the streets in question have high levels of street parking and constricting the street. I would consider this to be a deterrent to people speeding and inevitably having traffic incidents, however this does not seem to stop people speeding down these streets.
Perhaps regular traffic cameras being installed with fines being issued may slow some people and reduce the number of traffic incidents.
It is possible the installation of the mini roundabouts may reduce the incidents as suggested by the Monash research. However, it is likely to increase the noise from cars driving over and swerving around these obstructions. This will reduce the quality of life of those residents who live near these proposed mini roundabout due to the noise and arrogant drivers bouncing over the mini roundabouts.
It is suggested other options be considered to resolve the traffic incident issues.
Reduce the speed on the streets to be at least as low as Vincent Street, currently Vincent is 10 kph lower than Chelmsford Road and has more traffic calming devices. It is likely that the traffic has increased on Chelmsford, Grosvenor and Raglan since the 40 Kph trial began.
It may be better to find other ways of reducing the traffic from using these roads as rat runs in the first place rather than slowing them down whilst rat running.
These could include more limits on turning, e.g. not being able turn into streets from particular directions from Fitzgerald and William.

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I would be happy to discuss this further

D21/48957 - 6
#####

Please find the Paper requested attached. I had been tracking it down.

<snip>

Could you please provide me with a copy or a link to the Monash University article? I'd like to understand the context of the study.

D21/49716 - 7
#####

I just wish to have input into the Mini Roundabouts you are proposing and think that it will be very good for this area.
I use these streets and often see cars pull out from Stop signs not looking and certainly not stopping.

D21/50769 - 8
#####

Thank you for your letter dated 18 March 2021 and for the opportunity to provide comment on the proposal. I am a nearby resident and drive through the study area on most days.

I do not support the proposal. I believe it has little justification, especially when considering (a) other alternative solutions such as reducing the speed limit alone, and removing verge obstructions to view corridors at those intersections and (b) other, more unsafe parts of the City of Vincent road network in more urgent need of remedy.

I strongly question the need for the interventions along Ethel and Hyde Streets, but can see a stronger case for Norfolk Street (but still not compelling enough to support it).

Since the Urban Road Safety Program (URSP) aims to reduce 'fatal and serious injury crashes' on local roads, and the study area proposed has experienced only 'low-grade traffic incidents' – does the project have any strategic justification? Based on the information in the letter, it appears that the Road Safety Commission has some unallocated funds and is scratching around for a way to spend it. No compelling case is presented as to the merits of the proposal based on data and comparison with other study areas within City of Vincent.

The letter sites 'numerous' low grade traffic incidents, but provides no context for this statement and no data to compare with others areas. Does the area have the 'highest' rate, mid-range, it is not clear to me based on the letter.

The letter references one project in Victoria, but does not provide sufficient detail for the reader to fairly determine the effectiveness or otherwise of that project. It would also be interesting to note whether other 'mini roundabout' projects have failed to deliver any safety improvements. The Victorian example could be a very selective example that provides a false indication of the success of this proposed solution.

The letter also suggests a possible reduction in the speed limit from 50km/h to 40km/h. A reduction in the speed limit from 50km/h to 40km/h is a good idea in my view. However, if the reduction in speed limit occurs in conjunction with the mini roundabouts – how will the City fairly evaluate the effectiveness of each intervention? That is, how will it know whether the reduction in speed limits alone would have been sufficient.

If the objective is to reduce the risk of serious road accidents within the City of Vincent, I suggest that the City remove the dangerous on-street car parking bays on Walcott Street near Field Street (outside the cookie shop). These bays consistently cause near misses as cars change lanes to avoid a collision, only to almost drive into a breaking car as it turns right into Field Street. Similarly, there are unnecessary on-street car bays on Fitzgerald Street (near Alma Road and Forrest Street) that obstruct effective traffic movement including buses. Finally, there are on-street bays on Forrest Street near the Fitzgerald Street intersection (outside the chemist) that are a constant source of conflict, congestion, near and actual accidents. I appreciate that removing these bays will be opposed by local businesses and 'their customers use them'. But since each area is well serviced by significant off-street car parks, that argument is weak.

D21/50969 - 9
#####

I do not believe the installation of mini roundabouts is the correct solution to the issue.
Please see the attached as alternate solutions to what you seek to achieve.

D21/51064 - 10
#####

We live on Norfolk Street and fully endorse the plan to add roundabouts. It will reduce speed down Norfolk and possibly traffic. Currently traffic speed is high and some drivers drive down beeping their horns to warn drivers to stop at intersections. We support slowing traffic increasing cycling and walking in this close to the city suburb.

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D21/52702 - 11
#####

I am writing to you to request that the current consultation being undertaken by the City on the installation of roundabouts in North Perth, be placed on hold until more comprehensive and unbiased information can be provided to local residents and members of the community about the proposal.

A letter from the City has been distributed to households on the streets where roundabouts are proposed to be installed. This letter mentions nothing about the negative impacts that this proposal will bring. Namely the heightened risk of physical harm and injury to pedestrians and bike riders. In addition, it does not quantify, nor provide evidence on the number of crashes in the area, and it does not describe how the speed and volume of vehicle movements will change on these streets if roundabouts are installed.

The lack of comprehensive information about the impact of this proposal on ALL road users will limit the value of feedback received from members of the public.

In your role as an elected member, it is important that you receive comprehensive and unbiased officer reports and community feedback to inform your decision making. In relation to this issue, to date, the officers have only provided you with information about the impact on people driving vehicles - but nothing about people that walk or ride bikes.

This bias was evident in the December 2020 report to council (a matter that I spoke to during public question time). The bias has now been replicated in the letter to residents and the information presently on the Imagine Vincent website.

You should also note that up until yesterday - nearly a week after the letter was distributed- it was not possible to find information about this proposal on the imagine Vincent website unless you had the specific URL. This URL was only provided to people that received the letter. (This was a similar approach used by officers when seeking comment on the Carr St bike lanes in 2019).

It seems as though it was only when local media contacted the City, asking why this item was not visible to all people that visited the Imagine Vincent website that the veil of secrecy was lifted.

Again, I ask that a new letter be drafted that provides unbiased and comprehensive information on the impact of this proposal on all road users, that this letter be distributed to residents, and that the Imagine Vincent website be similarly updated with this additional and new information.

D21/53086 - 12
#####

I do not support the idea.

Has there been a high incidence of near misses of vehicle crashes in this area? Why wouldn't treatments used from this fund look to prioritise walking/cycling? That also makes the street safer for people in cars. Disappointing to see Vincent doing this when they have put in separated bike lanes and signalised pedestrian crossings.

Let's set a challenge to Main Roads to solve something WITHOUT a roundabout.

Does this fit with Vincent's objectives and priorities?

Why not use the paint to narrow the street at intersections (Bulb out/Cub out/bump out)? Then put in a few bollards of some sort, to allow pedestrians to cross more safely while also slowing down cars.

D21/53260 - 13
#####

Following receipt of the advice regarding the Proposed Mini Round a Bouts Pilot Project as requested I make the following comments.

In the opening comments, first paragraph you state "to assist in the reduction of fatal and serious injury crashes" and in the third paragraph you state "was nominated as both a responsive site, for the numerous low-grade traffic incidents recorded between 2014-2019 and as a proactive site"

From 2019 to 2021 have the number of low incidents -grade traffic incidents increased and have any of these in fact been fatal?

As stated this "pilot project is based on research by Monash University in Victoria"

Prior to installation of the mini round a bouts were the intersections in metropolitan Melbourne Victoria sign posted with stop signs or other traffic control devices and if so what were they?

Each of the intersections selected have stop signs in one direction bar one which have give way signs and should stop vehicle movements at the intersection in one direction until it is safe to proceed

With the introduction of the Mini Round a Bouts I assume the signage would be removed or are these to be replaced with give way and or round a bout signs?

Removing the stop signs and installing Mini Round a Bouts will not stop traffic in one direction but will create a "Chicane", except traffic will be moving in all directions through the intersection and potentially at greater speed on the streets that had the stop signs.

Whilst mini round a bouts are a cost effective method by reducing the amount of surrounding works required I don't believe they create enough deviation for through traffic to slow vehicles down with only a 1.5 metre deviation.

Are the mini round a bouts to be kerbed to prevent cars driving over the edge? This could make the deviation at least partly worthwhile, if not the larger vehicles could effectively drive straight through the intersection with minimal deviation and or speed reduction.

The possible reduction in speed limit to 40 kmh was trialled elsewhere within the Council with what appears to be minimal effect.

Signage alone will not reduce speeds on local streets; there needs to be a physical barrier i.e. speed platforms or humps as evidenced by the latest traffic data comparison along Forrest Street where vehicle speeds are slower along the Norfolk to William Streets section, which has speed humps, than between Fitzgerald and Norfolk Streets where no speed humps are installed.

Have other methods of reducing traffic accidents been investigated eg creating a loop road system which eliminated the intersections, as per the eastern side of William Street /

I appreciate this would be a more expensive alternative but in the long term may have a great benefit to slowing traffic, reducing accidents and creating a quieter environment for residents

I trust the above comments are taken on board and given due consideration.

I look forward to a response

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D21/56066 - 14
#####

Hello! Thank you for allowing me to comment on the mini roundabouts proposal.
I live at XXXX Grosvenor Road, North Perth and have done so for nearly 40 years.
There definitely needs to be something about the volume of traffic that uses the "side streets" in your proposed plan.
I highly support reduction in speed limit to 40 KPH.
As to the number of roundabouts proposed, I believe they would be more a hindrance to locals than those drivers who use these streets to bypass Vincent Street!
I would recommend an appropriate number i.e. 5 - 6 for trial, that ensures speed reduction. Some cars, trucks and motorbikes regularly use these street as a speedway!
The speed humps in Vincent street are not preventing most cars from still speeding. I've observed many simply fly over the speed humps, especially the four wheel drives! And the reason why a lot use the "side streets" is because the flow along Vincent Street can be very slow especially at peak times!
I have been retired for around 5 years and try to walk everywhere as well as driving when necessary. The volume of traffic has increased, I even notice my street quite busy at all times, not just during the day.
Also, visibility is difficult trying to get out of a laneway or cross a street sometimes due to the number of cars that park in this area(close to intersection) and walk to catch a bus!
I know I've see many do it. There are only some sections of these streets that have restricted parking hours, not all.
Hope this helps?

D21/59225 - 15
#####

I am very much in favour of the proposed mini roundabouts at nine intersections in North Perth incorporating Raglan, Grosvenor and Chelmsford Roads.
Cross streets are Norfolk, Hyde and Ethel streets. I'm also in favour of the reduced speed limit to 40 kilometres an hour. It will help reduce the number of cars speeding between Fitzgerald and William streets.
Many thanks for inviting our input. I live in Grosvenor Road between Hyde and Ethel streets.

D21/59269 - 16
#####

Thank you for your email. I very much appreciate your thoughtful and considered response. I would be very grateful if you would clarify two points.

The first point relates to your comment that "Cyclists find that roundabouts become squeeze points, where poor driving ability can make their use of such intersections uncomfortable", whereas "Mini-roundabouts provide more room to negotiate the intersection as they have a smaller central annulus (3m radius as opposed to 6m)) providing more room for cyclists."

- I understand that this means the carriageway will be wider in a mini-roundabout compared to a roundabout. Is that correct? What would be the carriageway widths under each scenario?
- I am not clear how a wider carriageway would be (or would seem) safer for cyclists. I would have thought this would be/feel less safe, since it is more likely that a vehicle will attempt to overtake the cyclist in the intersection. Have I misunderstood? I'd be very grateful if you could clarify.
- The second point relates to the three issues you have identified regarding zebra crossings.
- I understand that these describe the policy of Main Roads, and not the City of Vincent. Is that correct?
- Please could you clarify whether the City has a policy (formal or otherwise) regarding the installation of zebra crossings? (I appreciate that any such policy would be subject to Main Roads as approver.)

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D21/59313 - 17
#####

To clarify my comment on options to have any Council decision to proceed on the 'pilot' project reviewed, prima facie, it may be it be opined that SAT for example may not have jurisdiction given it is deemed a 'pilot' Project..... there would appear several substantive issues that may well test any such hypothesis

<snip>

As a resident at XXXX Chelmsford Road North Perth, I am totally opposed to the proposed project.

This will, in my view increase the hazard of road and community safety.

I do not accept that it will improve any aspect of the two factors the residents have been concerned about and raised, without being heard for the last 3 years

This is regardless of the city's so called traffic and speed counter data, as the facts are we as residents who live here and experience the speed of cars 'rat running'

I am aware that the issues of speed, road and related community safety is becoming a major issue throughout the City. The residents for example in Forrest St, Alma Road (onto Charles Street) and as I understand throughout areas of Mt Hawthorn continue to raise similar problems. This is a proposal funded by the State Government as I understand.

This roundabout (mini) proposal may well look pretty, and be taken from a Melbourne scenario, however I believe it is totally inappropriate in our suburb.

Should the Council take a unilateral decision to proceed, there remain options to have this decision reviewed, including through SAT.

I also advise that the majority residents between Fitzgerald and Ethel Streets on Chelmsford, met for an Easter get together on Thursday 1/4/21.

This proposal and what we believe is the issue of the supposed Fitzgerald St turn right only out of into Chelmsford Road was universally opposed from all the residents at that gathering.

Finally, is it confusing to have the current stop and give way signs removed in the proposed area to be replaced by the 'mini' roundabouts.

The question I am totally bemused by is...when is the City going to prepare a total strategy for the City on traffic management, road safety and related community safety as opposed to what appears to be a sporadic approach which lacks a coherent approach and in the end result creates a very negative view (albeit apparent) view from rate payers? There appears to be no detailed Traffic Management Plan(TMP)on the mini roundabouts and relying on a Melbourne based scenario as what appears to be the case, is incredulous, without a proper strategic approach in the form of a TMP.

I am happy to discuss any issue on this matter

D21/59315 - 18
#####

I am a resident and an joint owner of a property at XXXX Chelmsford Road North Perth.

I object to the implementation of the project.

I have lived in Chelmsford Road for the past 11 years, and before that I was a resident and an owner of a property in Alma Road for about 13 years.

Traffic calming in Chelmsford Road is urgently required. The recent change to the intersection at Fitzgerald street has made little difference to the hoons that drive at excessive speeds down Chelmsford road almost every Saturday or Sunday night. Last Saturday night I was awoken by the sound of yet again two cars racing down our street from Fitzgerald Street, brakes screeching as they approached the giveaway sign at Ethel Street, without stopping or really slowing. As they roared past, I held my breath waiting, as I do when this occurs, for a crash. Fortunately it did not happen.

I accept that the give way sign on the intersection at Ethel Street has made some difference to the traffic issues in our Street as it slows most cars down at the corner. Speed is not so much a problem during the main part of the day in our street because there are a large number of cars parked on either side of the road which inhibits speed as cars often have to stop for approaching cars to past. However, later in the day and in the evenings there are fewer cars, and a capacity to speed unobstructed.

Getting to the proposal, first what is of concern is although the implementation is for a pilot it does not appear to supported by any local traffic study which shows that is likely to be effective in our streets as opposed to local conditions in Victoria.

Second, it is proposed is that the roundabouts replace a number of stop and give way signs that are more effective in stopping cars than mini roundabouts that do not require a car to stop or reduce their speed to a significant degree.

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D21/59319 - 19
#####

I have lived for many years on Grosvenor Rd, in the area proposed for the Mini Roundabouts trial. The amount and speed of traffic, especially in the late afternoon, has turned our street into a noisy and dangerous place.

So I would welcome any measures which slow vehicles down. I am not sure that mini roundabouts are the answer. I frequently cross Fitzgerald street as a pedestrian, and it is rare to see any vehicle, especially the popular four wheel drives, slowed down by the "speed reduction" strips.

I suspect that the proposed mini roundabouts will be treated in the same way. Considerate drivers will still slow down, others will just power across. At present, STOP signs provide some safe times for pedestrians and cyclists to cross intersections. That will disappear with roundabouts.

I think it is time to introduce penalties for speeding on our local streets. They are not there to provide quick alternative routes for impatient drivers.

How about

- a) Dropping the speed limit to 40km in the trial area, and
 - b) Putting in a speed camera with a feedback screen to show drivers their actual speed.
- After a while, fines could be imposed on serial offenders.
We have so much "smart" technology that tracking the inconsiderate ones should be easy.

Thank you for the opportunity to comment on this proposal.

D21/59346 - 20
#####

We have resided at XXXX Chelmsford Road Nth Perth since August 1998. Our home is the third one from the crossroad with Ethel Street and in all that time neither I nor my husband has seen or heard of an accident having taken place at that particular crossroad.
We are both against having a mini roundabout being erected - it's just a waste of money. When drivers still fishtail over to the west side of Chelmsford over Fitzgerald from east side of Chelmsford and even turn right into Fitzgerald to go north, what are they going to do with a little roundabout?
Regards

D21/59347 - 21
#####

As residents of Chelmsford Road, we object to the mini roundabout pilot proposal for our street and precinct.

It is our understanding roundabouts are designed to ease congestion, reduce crashes and encourage continuous flow of traffic. None of these issues are experienced on the streets proposed to receive the pilot program.

Speed and pedestrian safety on our inner city residential streets are a significant concern. We believe the introduction of a system of mini roundabouts will encourage more non-resident traffic to use these roads to avoid congested main roads.

We note roundabouts increase general average speed by removing the pause of drivers at 'Giveaway' or 'Stop' signs. This program will therefore not address our primary concern of traffic speed.

The streets in the pilot precinct require (and have requested repeatedly) traffic calming measures to combat speeding, deter non-resident traffic and increase pedestrian safety.

We support the extension of the 40km/h speed zone in the precinct area.

We strongly object to the removal of the 'Giveaway' sign at the intersection of Chelmsford Rd and Ethel St. This recent sign reorientation has started to have the desired effect of slowing traffic and improving safety at this intersection.

We appreciate your time in noting our feedback.

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D21/60092 - 22
#####

I see that I am a day late (& a buck short?) for my feedback regarding the mini-roundabouts project.
That's fine, as I don't have particularly strong feelings one way or another about it.

However, I was going to opportunistically feed back to yourselves & Main Roads that I am concerned about your/my street Vincent Street.
Your intersection with Loftus Street I think is pretty safe, as it has right hand turn lanes in every direction.

The 2 intersections (Fitzgerald & more importantly Charles Street) nearer to my house (XXXX) are getting dangerous though.
At both there is no right turn lane, and one has the choice of blocking the large number of people turning left to get onto the Freeway or getting blocked by a single car turning right. Both have massively wide expanses of concrete either side of the road that mean they could easily accommodate a right turn lane, in my humble opinion.

As it stands, the current arrangement (plus the new Beatty Park walk lights) encourages people to duck & weave across lanes regularly. This, plus the recent presence of street people begging on the median strip at Charles, means I think that serious accidents are inevitable until this is addressed. At Charles, there would be the added bonus of removal of a metal sidebar that's only of note because it impaled a stolen Ferrari (that then exploded, killing the second occupant) a few years ago.

Anyway, if you could please pass my concerns re: Vincent Street on to the appropriate Main Roads people, it would be greatly appreciated.

#####

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ENGAGEMENT HQ Results (52 Responses)

Engagement HQ Response 1
#####

As a resident of one of these streets I am in support of the proposal as I think it will be an elegant solution to at least slowing the traffic and making it safer. I wonder if it is within budget to create little gardens in the middle of each to beautify them and continue the policy of greening the area. I have added a photo of some I found online.

Engagement HQ Response 2
#####

Having risked life and limb when driving along these roads for over 32 years, I am 100% in favour of this mini roundabout trial. I have seen so many near misses as cars try to "rat race" and hardly even slow down at the stop signs. Also there are often parked cars to your right, making visibility very hard. One question would be this: are cyclists more at risk on a roundabout? I think it may be safer for them as they may be more visible. Needs to be a huge push to have cyclists wear highly visible safety gear. I see cyclists in dark clothing with no lights at all as I come home in the winter at 6-30pm. Be seen, be safe.

Engagement HQ Response 3
#####

I support the project.
The current system of give ways can lead to quite a bit of stop start driving depending on the route you are taking, adding to vehicle emissions at start up. The present priorities are not as they have always been (egg Chelmsford Ethel) and that's led to a few near misses.
In these streets traffic can travel at excessive speed and I suspect some cars are making short-cuts to avoid Vincent, William and Fitzgerald streets, the 40kmph limit is welcome.
I envision that the pilot will result in slower, more constant speeds for traffic.
I trust that bicycles will continue to be encouraged, as part of the traffic that makes use of the roundabouts and not displaced to pavements."

Engagement HQ Response 4
#####

I live on Alma Road and as a resident of this immediate area, I am on these roads travelling in all directions at different times of the days. I 100% support the mini-roundabouts pilot project. It is long overdue and will go a long way to improving safety in this area, not just for motorists, but also for cyclists and pedestrians - particularly the elderly and small children. I hope that this goes beyond the pilot stage and that the roundabouts become permanent. We really do need them. Thank you for the opportunity to comment, and thank you for supporting our local community.

Engagement HQ Response 5
#####

Definitely better than speed humps. Hate going over those things on a bicycle. We get a bit worried about the additional travel time to and from work or coffee shops or community events. Your recent 40km/hr zone trial report on page 39 highlights that more respondents believe the speed reduction has made the community less liveable than more liveable. The city of Subiaco did substantial works of a similar nature everywhere 15 years ago. The place became a ghost town very quickly. We chose to live near the city was travel times so we could minimise travel time to spend more time with the family (and playing video games).
The commute times are really important to us and if they increase then we are unhappy.
With regard to the mention of a 40km/hr zone. I read the report you released for doing the same thing nearby. It was painful.
The speed change in that 40km/hr zone was particularly ineffective at changing the vehicle speeds. They reduced by less than 1km/hr. This was supported by the survey in the report indicating way more people feel it is ok to speed now the speed limit is 40km/hr. In summary, everyone is still doing the same speed.
Failing to change the speed cars travel at makes the report bonkers because they are comparing when cars were going 50 km/hr to now when they are still going 50km/hr.
Despite cars still travelling the same speed, they are claiming the change in speed has improved safety which is impossible. All those conclusions regarding improved safety or changes to traffic profiles have to be a result of uncontrolled variables, placebo effect or cherry picked nonsense.
All those survey respondents who said they now feel safer definitely weren't safer. There is F-all difference between a car hitting you at 48km/hr or 49km/hr. Reaction distance changes are also imperceptible for such a speed change. They seem more effected by the belief they are safer than any actual improvement in their safety. Hence, the only logical way to guarantee improved safety stats and perceptions is to pretend we changed the speed limit. Send an all staff email and community facebook message telling everyone you'll change the speed limit on Monday. Then on Monday, call in sick and go to the beach. Never change the speed limit. No one will notice.
Everyone wins!

Engagement HQ Response 6
#####

I disagree with the proposed mini roundabouts project.
By having stop signs at one face of the intersection, at least one party is required to stop and look. I think drivers tend to be more careless/reckless at roundabouts as they are lulled into a false sense of security - they may approach the roundabout 5 times with no other cars approaching. Then on the 6th time they are confident there won't be other cars but it's the one time there is."

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Engagement HQ Response 7
#####

Approve of the initiative

Engagement HQ Response 8
#####

We support safety measures and think that the roundabouts will slow down cars which often travel too fast in the area.

Engagement HQ Response 9
#####

Dangerous for pedestrians and cyclists. Stupid idea! The fact you have already started preparing the streets is disgraceful. Worst council in WA.

Engagement HQ Response 10
#####

I am interested that this form of "traffic management" is being used in an Urban Road Safety Program. Generally roundabouts are used to improve the flow of vehicle traffic. In this case the proposal is put forward as a method of reducing "numerous low-grade traffic incidents". Nowhere in the mail out to residents is there any information on the actual data which underpins this project: which intersections were involved in crashes, when, what the actual incidents were, and who was involved, pedestrian, cyclist, motor vehicle driver?

The 'look but fail to see' phenomenon which involves entering or exiting vehicle drivers crashing into cyclists who are already on the roundabout are the major cause of injury and mortality in these spaces.

More broadly there are numerous studies worldwide and in Australia to show that roundabouts are not safe places for other users, pedestrians and cyclists. Both Norfolk (part of the Perth Bike Network route) and Ethel Streets are used frequently by both commuting and everyday cyclists.

As an Urban Road Safety project it would be impressive to see something that included the needs of all these users, those on foot (or in wheelchairs/gophers), those cycling and those who drive motor vehicles. One way to improve safety for all would be to introduce Pedestrian Crossings at all the intersections in the 'trial' area, East/West and North/ South preferably with raised platforms. This would not only provide much safer spaces for those on foot but act to slow vehicle drivers, particularly if a 30kph was introduced across the area. No need for roundabouts, mini or otherwise.

This trial of mini roundabouts only introduces more hazards for those walking and those cycling. I live in Vincent but not in this area, although I cycle along a number of these streets each week.

Engagement HQ Response 11
#####

Whilst I understand the logic, it seems to create a more dangerous environment for pedestrians and cyclists, which is not inclusive, or in keeping with the area. As someone who lives on the other side of Fitzgerald Street, and walks often to Hyde Park, this proposal makes crossing each street far more dangerous than it currently is. It also seems as though it is not much of a deterrent for people speeding.

Engagement HQ Response 12
#####

I live at 130A Raglan Road, close to Fitzgerald Street and am all for proposed Mini Roundabouts. This street is a 'rat run' for traffic from William to Fitzgerald streets and often hard to get out of my driveway safely. A roundabout at corner of Ethel Street would slow cars down. I also, agree with reducing speed limit to 40 km/hour for same reason.

Engagement HQ Response 13
#####

There is not enough vehicle traffic to warrant introducing pedestrian inhibiting roundabouts

Engagement HQ Response 14
#####

Understand the Council's motivation to participate in the trial, given it is funded by MRWA and presumably will be removed if not successful.

I have two concerns with the project:

1. The higher crash occurrences are due to higher traffic volumes in the area from rat running and through traffic, not design of intersections. In my opinion the roundabouts are quicker and easier for motorists to traverse than the current stop signs which require a complete stop. This could encourage even more rat running, as it is now easier to cut through, thereby increasing traffic volumes and likelihood of crashes. Ultimately this is counterproductive to the goals of the program and the focus should instead be on reducing rat running, through traffic and traffic volumes to reduce occurrences, or likelihood, of crashes.

2. Norfolk Street is a main cyclist route in the Perth bike network and popular pedestrian route to Hyde Park. The Monash study acknowledges roundabouts reduce safety of cyclists and pedestrians. Therefore, the project is not consistent with the City's Accessible City Strategy to encourage active transport, such as walking or cycling, and instead favours motorists.

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Engagement HQ Response 15
#####

Glad to see urban areas with poor street design being addressed. Concerned however, with the impact these roundabouts will have on rat running. Also concerned (as a pedestrian and cyclist) with having to give way to vehicles along Norfolk Street.

Engagement HQ Response 16
#####

Mini Roundabouts could be positive if pedestrians are given priority over vehicles and cyclists are properly considered in the design. If not, they will make it harder for pedestrians and cyclists, and encourage more driving.
In my opinion, the City of Vincent should adopt a formal policy of only constructing roundabouts with either zebra crossings or pedestrian signals on all approaches."

Engagement HQ Response 17
#####

I think the project is great but have concerns for the roundabout proposed on the corner of Ethel St and Raglan Rd.
Raglan Rd, between Fitzgerald St and Ethel St, is close proximity to the shops and the church and has a high volume of street parking which may create bottlenecks at the roundabout.
This would be similar to the situation at the corner of Fitzgerald St and Raglan Road where currently parked cars overrun the street and creates bottlenecks for traffic entering to/from Fitzgerald St."

Engagement HQ Response 18
#####

What is the evidence of the crash data via Main Roads 2014-19? This is key info in determining if this project is worthwhile- i.e. evidence based approach.
The letter says this is 'to assist in the reduction of fatal and serious injury crashes'. Later, the letter refers to low grade incidents: 'the numerous low-grade traffic incidents between 2014-19'. Were there fatal crashes, only low-grade ones, or no crashes? Why not show us the evidence to make up our own minds whether this project is worth it?
How much is the City paying GHD, on an annual basis, to find solutions to problems that may not exist (for all I can tell, they've provided no evidence)."

Engagement HQ Response 19
#####

We are thrilled to hear about this project. We live on Norfolk Street and have witnessed vehicles and cyclists speeding down the hill towards Raglan Road. Some drivers beep their horns to warn other drivers they are moving through the intersection (Norfolk/Raglan). We have also seen police officers talking to drivers about not stopping at the stop signs on Raglan Road. We welcome the mini-roundabouts and the reduction in the speed limit. Suggestion: If possible, would like to see a suitable tree, low shrub, or a patch of green plants in the middle of the roundabout. (Visibility is important.) Cheers.

Engagement HQ Response 20
#####

I'm unsure how this is really going to make a difference other than to encourage some to use these as an obstacle course (cars) and create confusion for pedestrians. Perhaps in other streets like on Vincent or William but not those proposed.

Engagement HQ Response 21
#####

These roundabouts are desperately needed as we have noticed cars traveling extremely fast and above the speed limit on our street - grosvenor road.

Engagement HQ Response 22
#####

The value of the project is not clear, what is the measurable improvement expected from this change?
The anticipated disruption during construction has not been articulated as part of the proposal.
The anticipated noise during construction has not been articulated.
In closing - it is more appropriate for the City of Vincent to utilize these resources to improve bicycle access. Through deployment of bike lanes, designated bike paths, etc. Further, I would prefer the City of Vincent utilize these resources for recycling opportunities. "

Engagement HQ Response 23
#####

Whatever happened to stop signs? Find something better to do with the money. If it ain't broken don't fix it

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Engagement HQ Response 24
#####

You got to be kidding????? Really that is what you spent our rates on?
Wasley Street is a no right turn street. So everybody comes into Forrest Street u turns to them get into Wasley Street. That is a much bigger problem then the one you are proposing to spend money on with this project. Plus it bloody dangerous to cross William Street to get to the bus stop. But yes according to your desk top study people need to sustain injury and possible death before considering safety for the crossing of William Street by the council. Honestly if you are bored and need to build mini roundabouts please give consideration to roads with cars travelling at much higher speeds
Thank you. I hope I will not see mini roundabouts before you fix William Street.

Engagement HQ Response 25
#####

Seems a good idea if will reduce traffic incidents in the area, streetscape should be disturbed as little as possible

Engagement HQ Response 26
#####

Very disappointed to see once again that the streets such as Elma which are constantly being used as speeding rat runs are ignored for traffic mitigation strategies. It makes me wonder exactly what we have to do (or live near) for the council to stop ignoring this very real problem some of us deal with every day.

Engagement HQ Response 27
#####

Great idea!

Engagement HQ Response 28
#####

Love it. You should introduce more in the neighbourhood, like at Lincoln and Stirling intersection.

Engagement HQ Response 29
#####

I think it will make the streets less attractive and they are unnecessary- these roads aren't busy enough to need roundabouts- waste of money and time

Engagement HQ Response 30
#####

< no comments recorded >

Engagement HQ Response 31
#####

Good idea. There are blind spots due to cars parking on road. Coming from a stop sign you have to creep out very carefully as people do about 70km/hour down Grosvenor to get to William Street. Dodging traffic on Vincent Street.
This whole area everyone speeds. Even the 40 zone on Vincent next to Hyde Park, by the time people are going down the hill and passed the speed bumps they are doing 70 in a 40. I cross the street every day to get to Hyde Park. Only a matter of time before someone dies here. Never seen a cop or speed camera once in this area"

Engagement HQ Response 32
#####

I am in favour of installation of these 9 mini roundabouts for safety reasons, provided they are in proportion to the width of all intersecting roads.
For the roundabout itself could it please be either.

1. Paved with red brick pavers or 'faux' scored red brick pavers, which is in keeping with the neighbourhood. Please do not use any light/reflective surfaces for the roundabout itself which will dramatically increase glare for motorists, cyclists and pedestrians alike.

OR

2. If any vegetation is planned for the centre of these mini roundabouts, could it please only be a water wise ground cover, no higher than 30 cm? If taller vegetation is being considered, this could become a visual traffic hazard down the track.

It would be fantastic if the speed limit could also be reduced to 40 kmh throughout the pilot program zone, thank you.

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Engagement HQ Response 33
#####

I concur with the mini-roundabouts on Hyde and Ethel St, however, I don't agree on Norfolk. Norfolk has enough delineation as a more major road. If anything is required in Norfolk, some line marking.
I have witnessed interaction between bikes and cars on Hyde and Ethel, as it is quite stop start. As a cyclist on Norfolk, I feel much safer, as it is much clearer who has right of way, and there is less start stop.
I would be reluctant to see the priority of Norfolk Street changed."

Engagement HQ Response 34
#####

It seems that City of Vincent is embarking on traffic management solutions in an ad hoc manner without a clear and holistic traffic plan for North Perth and how to manage the flow of cars but also, crucially, providing for the safety of pedestrians and cyclists. The mini roundabouts pilot project is another example of a project that is looking at one part of the issue only instead of the overall issue of increasing cars travelling at speed throughout North Perth. Suggest a traffic study is conducted for the area bounded by Charles St, Vincent St, William St and Angove St/Burt St. The recent and planned modifications to stop all right turning traffic out of Chelmsford, Grosvenor, Raglan and View streets mean that it's not possible to turn right onto Fitzgerald St between Angove Stand Bulwer St- forcing more cars to travel on the local roads to get to a point where they can turn right. Suggest considering traffic lights at Alma St or Raglan to provide for safe turning of cars and cyclists onto Fitzgerald and a dedicated crossing point for pedestrians. Also suggest tunnelling traffic down Charles St and narrowing Fitzgerald St, similar to Scarborough beach road in Mt Hawthorn.

Engagement HQ Response 35
#####

I live on a corner of a Chelmsford Road & Ethel Street, North Perth. The speed of some vehicles has increased noticeably along Ethel Street since the 'Give way' signs were removed and placed in Chelmsford Road. I doubt very much that the mini roundabouts will make the really fast drivers slow down. Although they are in the minority, and most drivers are ok, I think it might be more of an incentive to slow down (and it would cost less) if the word "Slow" was painted on the road surfaces approaching the crossroads at Ethel Street.
I dislike the heavily-painted road markings associated with mini roundabouts too! No roundabouts please."

Engagement HQ Response 36
#####

Seems like a good idea to me. Roundabouts are better than stop signs

Engagement HQ Response 37
#####

Sounds like a good idea. I do find the inconsistency of stop signs running in perpendicular directions around here a little confusing.

Engagement HQ Response 38
#####

It's good that Main Roads is considering innovative, low cost initiatives to reduce crashes. However the reasoning put forward by Main Roads to support its pilot project in North Perth appears to focus only on the outcomes for driving. It does not sufficiently consider the outcomes for people walking and cycling. A Monash University study into mini roundabouts in Melbourne found there were limitations of their use and question marks on the benefits for those walking and cycling. See below (and attached):

2.2 Mini-roundabouts: Limitations

For all their benefits, mini-roundabouts share the same disadvantages as traditional roundabouts. The primary concern is for vulnerable road users – pedestrians and cyclists. There are conflicting results on the impact of mini-roundabout on cyclist crashes (Austroads 2013). Mini-roundabouts should not be placed at intersections with known large pedestrian volumes, while cyclists are considered "just as vulnerable" on roundabouts as any other cross- road system (Bode and Maunsell 2006).

7. Conclusion

.....In particular, mini-roundabouts may not be appropriate in areas with high cyclist movements on local roads. ""

Given that Norfolk Street is slated to become a Safe Active Street it would be unwise to install mini roundabouts along this street. If both the Safe Active Street and the roundabouts were to go ahead, it would make it difficult to meaningfully assess the impact of each intervention.

The roundabout pilot will likely promote slower traffic speeds but it will not reduce traffic volumes and rat running (identified as problems in this area of North Perth.)

There are other innovative, low cost options - such as the Low Traffic Neighbourhood approach or filtering on residential streets - that the city could implement that would reduce speeding, cut out rat running and make the streets much nicer for walking, for bike riding and for living.

Engagement HQ Response 39
#####

In my experience roundabouts are generally more dangerous than junctions for cyclists as motorists are less likely to slow appropriately.

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Engagement HQ Response 40
#####

They are all MOST WELCOME. I have had problems at the intersection of Raglan and Norfolk (speed, sightlines and camber/divots within the intersection) and at Norfolk/Grosvenor where stop signs are ignored, especially. The speed limit of 40kmh is sensible and very much needed where speed (especially Raglan, btwn William and Norfolk) is an issue. Evasion of roads with speed humps, or heavy parking, results in more traffic/speed in the others. The presence of home-businesses adds to spikes in daytime parking which in consequence add to the frustration of through-drivers and damage to wing-mirrors on parked cars.
The speed reduction is very welcome."

Engagement HQ Response 41
#####

We live on Ethel Street and support the pilot project

Engagement HQ Response 42
#####

I am opposed to this pilot project as it does not advance the Accessible City Strategy's commitment that 'In upgrading and/or making changes to [Vincent's] roads, pedestrian infrastructure will be the first focus'.

Rather than making pedestrian infrastructure the first focus, the proposed roundabouts put pedestrians last. The roundabouts will have the legal effect of removing the priority currently given pedestrians at these intersections, and instead requiring pedestrians to give way to all vehicles in all directions. The City has noted that the proposal will only reduce the speed of car vs pedestrian collisions, rather than lessening their likelihood.

The proposed roundabouts incorporate a low 'mountable' central island in order to allow long vehicles to pass. The island will thus not present an obstacle to large 4WDs and utes which are now quite common in the City. Drivers of such 4WDs and utes are likely to abuse this and pass straight across the roundabout without slowing down. At the same time, narrower cars and motorbikes would be able to 'straight line' through the roundabout at speed without touching the island. These two issues create a considerable risk to pedestrians who would expect all vehicles to slow down as they approach.

Roundabouts are over-represented in cyclist injury crashes. As such, they are acknowledged by Main Roads as being inappropriate for high-cycling areas. It is therefore concerning that roundabouts are proposed for the City's own planned cycling routes along Ethel Street, Raglan Road, and Norfolk Street.

If the City is intent on proceeding with this proposal, it should incorporate zebra crossings across all legs of all the proposed roundabouts. Contrary to the City's assertions, zebra crossings are feasible at mini-roundabouts and implementations do exist with minimal signage 'clutter'. On example exists in Fremantle at the intersection of Queen Street and Adelaide Street, and the attachment shows another example where zebra crossings fit in despite the small size of the central island. Such a treatment would show that the City is considering pedestrians in its road projects and would further the Accessible City Strategy's aim to put pedestrian infrastructure first.

Thank you for the opportunity to comment on the proposal."

Engagement HQ Response 43
#####

I support the Mini Roundabouts Project provided:

1. There is no reduction in street parking
 2. Signage and other visual impact to the street scape is minimal
- I also support reducing the speed limit to 40km/hr."

Engagement HQ Response 44
#####

1. fatal and serious injury crashes on local roads"" are not there same as numerous low grade traffic incidents between 2014 -2019.
2. If ""numerous low grade traffic incidents between 2014 -2019"" are to be cited and used in support of this project it appears to be necessary to (a) define what an incident is because accident and incident are not synonymous (b) quantify the number that constitutes ""numerous"" (c) identify the source of these statistics (d) the area in which the incidents occurred. In short the project should be supported by evidence based logic not assertion coupled to use of the area as a test site.
3. It is noted the ""mini roundabouts"" pilot is based on research Monash University using crash data -accident not incident- without identifying location or providing any material suggesting similarity between the research sites and inner city Vincent streets.
4. That the project is fully funded by the Road Safety Commission should, in itself, NOT persuade Vincent to participate.
4. Possible reduction in speed limit to 40kmh. It is noted that Main Roads it would consider during the pilot program reducing the speed limit to 40kmh. While this may be supported by some councillors and staff as personal views the GHD report did NOT provide statistical evidence to support the proposition that a 40kph speed limit results in less accidents.
5. Vincent should be guided by the feedback provided by consultation. It should not mindlessly accept Main Roads money and accept it is providing value to all residents at the cost of those in the pilot program area.
6. A reality check for Vincent should be ""would be running this pilot scheme if we had to pay for it?"

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Engagement HQ Response 45
#####

I don't support this Project as installing mini roundabouts on local roads is only about improving car movement, particularly higher speed through a roundabout, and not having to stop, give way or be aware of other more vulnerable users of the street. The safety and security of movement for pedestrians and cyclists will be severely compromised where they have to negotiate movement across the street intersection where there is a mini roundabout. The car has priority in the Program and the pedestrian/cyclist is downgraded - please do not implement this Main Roads program in our traditional neighbourhood streets and, instead, consider other safety measures such as reducing the street curb radii (about reducing car speed and raising awareness of others in the street), adding more street trees and improving upon the quality of footpath surfaces.

Engagement HQ Response 46
#####

I support initiatives to reduce traffic speeds in this area, however I am a bit concerned about comments I have seen from cycling groups saying that these pose a danger to cyclists because of forcing traffic into a narrower stream. I am not sure a roundabout is required at every intersection in order to achieve traffic calming. One every two blocks should be sufficient to induce motorists to slow down, while posing less of a nuisance to cyclists. I would suggest roundabouts at the following four intersections: Grosvenor & Ethel, Grosvenor & Hyde, Raglan & Norfolk, Chelmsford & Norfolk. Four roundabouts would cost less than nine, which might allow more to be spent on each one, for example making them larger with a planting in the centre, similar to the existing roundabout at the intersection of Norfolk and Forrest streets.*

Engagement HQ Response 47
#####

Not a good idea at all.
I STRONGLY suggest a roundabout be at cnr Auckland and Haynes Street, North Perth.
A very, VERY dangerous cross road.
Thank you.*

Engagement HQ Response 48
#####

I do not support this as it only addresses car safety and does nothing to improve pedestrian or cyclist safety, it is inconsistent with the future plan to make Norfolk Street a Safe, Active Street and it will increase the travelling speed of cars as their movement through intersections is made easier, to the detriment of all other road and footpath users. The indicative image shows NO pedestrian crossings marked. Also NO provision for landscaping. I am also annoyed that the crash data has not been provided. I walk and cycle through this area frequently.

Engagement HQ Response 49
#####

I use the streets probably five times a week either riding walking by myself or with my young daughter. There has been no evidence provided as to why roundabouts are needed here. My own research indicates that the number of crashes at the nine intersections is very low with approximately 5 over the past 5 years. That is, 1 per year - or roughly 0.1 crashes per intersection per year. Streets in the project area have high levels of pedestrian and bike rider usage. For example Norfolk Street is a key route for local residents and visitors to access Hyde Park, and Norfolk Street is similarly a local bike route and therefore has a high number of bike riders. Active transport users include older people, and young people walking or riding to the primary and secondary schools in the City. These members of the community are the most vulnerable road users and every effort should be made to ensure their safety. This proposal increases their risk of physical harm when using the streets. Pedestrians have no right of way at a roundabout, and will have to give way to vehicles. Recognising the safety issue to pedestrians, the RACWA recommends that pedestrians do not cross a street at a roundabout. In relation to bike riders, there is documented evidence and research that demonstrates that roundabouts to high rates of injury to bike rider through collisions with vehicles. The very purpose of roundabouts is to facilitate the continuous movement of vehicles. As such this proposal will have the effect of increasing the overall speed of vehicles in the project area. By making the streets easier to use, it will also likely increase the volume of vehicles using the streets in the project area. The proposal is in conflict with the City's own transport strategy which places the needs and safety of active transport users at the top of the road transport hierarchy. It is also at odds with the safe active street proposed in this area. Roundabouts are actively discouraged on SAS due to the danger they pose for bike riders and pedestrians. The Austroads report, "Bicycle safety at roundabouts" is relevant. <https://austroads.com.au/latest-news/better-understanding-bicycle-safety-at-roundabouts> This report highlights the vital importance of making sure that vehicles enter a roundabout at a slow speed 20-30kph. They recommend traffic calming measures before the intersection to slow down drivers - speed humps or plateaus. (Page 148, section 4). The North Perth will not achieve slow speeds, and in fact, the type of roundabout being proposed will make it easier to travel through the intersection at high speed as there is little horizontal displacement for drivers to negotiate and navigate. This will particularly be the case for larger vehicles - which are of course more dangerous and potentially deadly to vulnerable road users. I urge the city to drop this proposal. The danger that it will pose to active transport users is too high and may in fact result in serious injury or the death of vulnerable road users. In the unfortunate instance that the proposal goes ahead - at a minimum the speed limit should immediately be lowered to 30 kph in the area. There also needs to be traffic calming measures introduced so that drivers travel at the posted speed limit. At a minimum, this should include raised plateaus across all legs of the intersections, and for zebra crossings to be painted on these plateaus so that pedestrians are given priority over vehicles at the intersection.*

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Engagement HQ Response 50
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It does not make sense to pick an area that is proposed to become a Safe Active Street, assuming that the SAS treatment will happen next financial year - it is not a valid trial if the two happen at the same time.
It does not make sense to pick an area with low accident statistics - only 5 at intersections in the 2015-2019 period. Even the 2016-2020 statistics show that 6 of the 7 intersection accidents are on Norfolk Street, which is due to become a SAS.
Are you saying that mini roundabouts are an acceptable treatment on a SAS?
I think you should have chosen a better area to do the test.*

Engagement HQ Response 51
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I don't feel that these areas require mini roundabouts. It would be worthwhile if the council provided the number of low grade traffic incident so that it would provide and inform anyone commenting on this proposal with an informed view.
The city has steadily over the last 10-15 years placed many speed humps and reduced the ability to turn left or right from some of the surrounding streets bound by Fitzgerald and William street. This may discourage other road users who do not live in the suburb but it frustrates some local's in particular excessive number of speed humps.
What is the requirement to spend more taxpayer money on these mini roundabouts and what will be the benefits from this exercise. It appears to be a much targeted response for a small number of suburban streets. These mini roundabouts for these locations will achieve very little as the traffic in these streets is low. I sincerely hope the council reconsiders this proposal and not pursue this project.

Engagement HQ Response 52
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Community needs to be properly consulted. All positive and negative impacts need to be clearly communicated. Along with case examples where this has been implemented before.

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Understanding safety and driver behaviour impacts of mini-roundabouts on local roads

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Abstract

The City of Monash historically had many local four-way intersections controlled by 'Stop' and 'Give Way' signs. Since 2004, 43 of these intersections have been replaced by 'mini-roundabouts', small, fully mountable roundabouts. This study uses a variety of methods to analyse the impact of mini-roundabouts on road safety and driver behaviour. It does this through analysing crash records three years before and after 40 mini-roundabouts were installed. It also incorporates a case study of two adjacent mini-roundabouts installed in 2016. Observations of driver behaviour were recorded and a questionnaire survey was also conducted to assess community acceptance. Significant road safety benefits were recorded. Crashes reduced 78.9% with serious crashes reducing from 6 to 0. Fewer vehicles exceeded the speed limit after the introduction of new mini-roundabouts, and more motorists complied to giving way than in the traditional give-way system. Surveys suggested the number of conflict and avoidance manoeuvres declined as well. The lower speed and nature of mini-roundabouts meant that crashes, if they were to occur, would be 'safer'. The improvements were also supported by residents of area, with respondents feeling safer driving and walking at the intersection than before. In the context of improved driver behaviour and safety, mini-roundabouts have changed the landscape of local roads in the City of Monash.

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1. Introduction

Roundabouts have long been recognised as a safe and efficient form of traffic control as they reduce conflict points, increase the visibility of the intersection and provide greater clarity of traffic priority (Austroads 2013). Historically, local four-way intersections in the City of Monash, Victoria, Australia employed give way signs and stop signs to assign priority. However, the number of crashes occurring in these local streets continued to be a concerning issue. Traditional roundabouts were not an option at many of these intersections as they carried high volumes of heavy vehicles.

As a response, beginning in 2004 the council progressively installed over 40 'mini-roundabouts'. Mini-roundabouts are small, flushed or raised (up to 6mm) fully mountable roundabouts that can be traversed by larger vehicles. Their use in Australasia is still relatively new and it may be questioned whether a mini-roundabout can provide the same safety benefits of a traditional roundabout.

The aim of this paper is to assess the impacts of mini-roundabouts on driver behaviour and road safety on local roads in the City of Monash. There are two major components of the study. A crash analysis was conducted for all mini-roundabout locations in the City of Monash to assess the overall road safety impacts. This was followed by a case study examining the impacts of installing two adjacent mini-roundabouts in 2016. The case study assessed the potential change in vehicle volumes, speeds, driver behaviour and also community attitudes.

The next section reviews the existing literature on mini-roundabouts and describes the case study area. We then outline the methodology used in the crash analysis and before-and-after case study. The results of these studies demonstrate the road safety benefits and the driver behaviour changes associated with implementing mini-roundabouts. We then discuss the findings in the context of past literature.

2. Literature Review

While roundabouts and other circular junctions have been incorporated even in Gregorian architecture as early as the 18th century such as the Circus in Bath, U.K. (visitBath.co.uk 2016), mini-roundabouts did not appear until 1969 (Peterborough Telegraph 2008). They employ either a flush or raised (up to 6mm) central domed island (Austroads 2013). The central island is typically 1m-4m in diameter, and can either be painted or consist of a traversable pad allowing for larger vehicles such as buses or trucks to drive over (see Figure 1). It is sometimes referred to as a 'humpabout'.

The cost of retrofitting an existing intersection with a mini-roundabout is far lower than a traditional roundabout due to its reduced footprint (Austroads 2015). It is particularly suited to physically constrained locations (Rice 2010).

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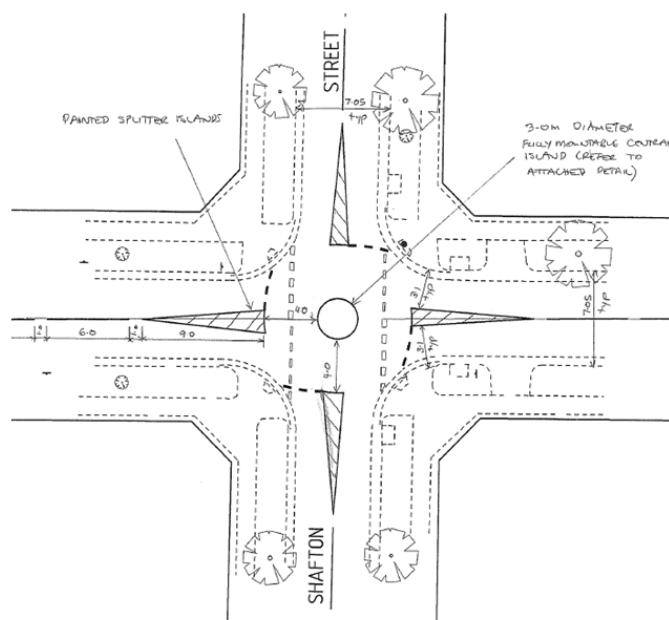


Figure 1 Plan drawing of mini-roundabout (Source: Tillotson 2015)

2.1. Existing Studies: Safety Benefits

Research has been previously conducted on the safety benefits of mini roundabouts and found that the severity and number of crashes is lower compared to those at signalised intersections. The conversion of 13 unsignalised intersections to mini-roundabouts in Germany found a 29% reduction in crash rate (Brilon 2011).

In the Australian context, a study in South Australia found a 62% drop in 85th percentile speeds through intersections with mini-roundabouts (Zito and Taylor 1996). Mini-roundabouts help reduce vehicle approach speeds. This, combined with lower impact angles due to the nature of mini-roundabouts, lead to lower impact energies in the event of a crash – leading to “safer” crashes if they do occur (Candappa 2015). Overall it appears that mini roundabouts reduce injury crashes by an average of 30% (Austroads 2013).

Less is known about *how* mini-roundabouts result in road safety improvement. As a traffic calming device, it is interesting that an object that requires little to no physical deviation can have such a significant impact on road safety. This is likely due, in part, to the sharing of responsibility at a roundabout compared to a give-way intersection.

At an intersection with a give-way system the motorists assuming right of way maintains their travel speed, providing less time to react to unexpected situations (such as another motorist failing to give way), (Summala and Rasanen 2000). In contrast, motorists at the minor intersection must process dynamic and static objects in both directions in the perpendicular road. Focusing on “too many objects” can lead to inattentiveness (Miller 2015), while trying to analyse so many dynamic events lead to poorer decisions and longer decision-making times (Dalton and Fraenkel 2012).

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When compared to the give-way system, a roundabout requires drivers to share responsibilities, allowing for better and safer decision-making at intersections. This is mostly because motorists from all four directions must give way to traffic coming from one direction only, allowing for drivers to make decisions based on a smaller field of view (Dalton and Fraenkel 2012).

Although most of these studies analysed regular roundabouts, the Federal Highway Administration in the United States (Rice 2010) suggests that these benefits also occur for mini-roundabouts.

2.2. Mini-roundabouts: Limitations

For all their benefits, mini-roundabouts share the same disadvantages as traditional roundabouts. The primary concern is for vulnerable road users – pedestrians and cyclists. There are conflicting results on the impact of mini-roundabout on cyclist crashes (Austroads 2013). Mini-roundabouts should not be placed at intersections with known large pedestrian volumes, while cyclists are considered “just as vulnerable” on roundabouts as any other cross-road system (Bode and Maunsell 2006). The same study also argues the case that mini-roundabouts have no effect on drunk and reckless drivers because of a lack of a physical barrier. However, these problems are no different than other intersection treatments, notably the Give Way and All-Way Stop systems (Waddell and Albertson 2005).

3. City of Monash Mini-Roundabouts

The City of Monash's experiment with mini-roundabouts began in 2004 with Shafton Street, a road with direct access to a major arterial (Princes Highway) which has eleven intersections (see Figure 2). The road used to operate with the Give-Way system. There were complaints about speeding traffic and vehicles failing to give way, and since all the priority was given to Shafton Street, it is likely that vehicles approaching from minor roads faced delays.



Figure 2 Mini-roundabout locations in the City of Monash

Since implementing mini-roundabouts on Shafton Street, the reduction in crashes was significant – dropping from 14 crashes in 10 years prior to construction to 2 crashes 8-9 years after construction. It encouraged the City of Monash to further implement them across the council. The most recent installation, on Connam Avenue, was completed in 2016.

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4. Methodology

This project was conducted as part of a final-year undergraduate research project. It is made up of two components:

- Analysis of crash records for all mini-roundabouts installed between 2004 and 2014
- A 'before and after' assessment of two case study mini-roundabouts installed in 2016

4.1. Crash Records Analysis

All crashes at mini-roundabouts installed in the City of Monash between 2004 and 2014 were identified and analysed (40 roundabouts). The analysis focussed on crashes occurring within 3 years before and after installing a roundabout.

Two main data sources were used:

- CrashStats data extract, to identify all crashes since 2006.
 - The database included over 150,000 crashes and contained information such as accident details, people and/or vehicle(s) involved, weather and road conditions etc.
- PDF Extracts of Road Crash Statistics, to identify crashes before 2006.
 - The information provided for each crash involved time, location, traffic control, atmospheric conditions and details of injuries amongst other records.

An initial total of 101 crashes occurred near a mini-roundabout in the City of Monash. Of these, 23 occurred within 3 years before or after the installation of a mini-roundabout. Using the database information, the type of each crash was established using the DCA (Definitions for Classifying Accidents) code. The crash severity was also noted.

4.2. Before and After Case Study

An in-depth analysis was conducted at a case study location where two mini-roundabouts were installed in 2016 along Connam Avenue (see Figure 3). Mini-roundabouts were installed in adjacent intersections in August of 2016.

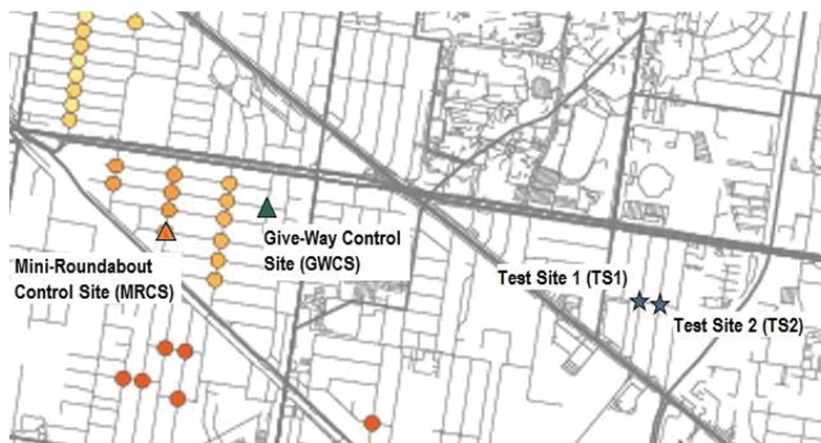
Two control sites were also selected for comparison: one that was controlled by a mini-roundabout installed in 2008 and one that was controlled by 'give way' signs. These sites were selected for their similar traffic volumes, geometric characteristics and proximity to the test sites.

To summarise, the four sites were:

- Test Site 1 (TS1): Connam Avenue and Cambro Rd intersection
- Test Site 2 (TS2): Connam Avenue and Renver Rd intersection
- Give-Way Control Site (GWCS): Banksia Street x Manton Road
- Mini-Roundabout Control Site (MRCS): Colin Rd x Margaret St

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Note: Circles represent mini-roundabouts installed before 2016

Figure 3 Case study test and control sites

The impacts of the new mini-roundabouts were studied from several perspectives. Three key tasks were accomplished for this component of the study.

4.2.1. Volume and Speed Surveys

The City of Monash Council provided tube count surveys of vehicle volumes and speeds adjacent to the test sites before and after installation of the mini-roundabouts in 2016.

4.2.2. Driver Behaviour Field Surveys

Driver behaviour was observed using field surveys conducted in the May-July and September-October periods of 2016. Most surveys were conducted for 30 minutes each, some more and some less depending on the traffic volume and judgement on the surveyor's part regarding data adequacy (see Appendix).

The results presented in this paper focus on motorist behaviour. Initially, pedestrian and cyclists behaviour was also going to be observed but an insufficient number of pedestrians and cyclists were observed during the surveys. The following information was recorded for each vehicle that approached the intersection:

- Give Way (GW): A vehicle was classified as giving way if they slowed down or came to a full stop when approaching an intersection.
- Assumed Right of Way (ROW): A vehicle was classified as assuming ROW if they failed to slow down while approaching an intersection, regardless of the presence or absence of other dynamic objects on the street
- Encroachment: This is used to observe physical compliance to a mini-roundabout. A light vehicle was classified as 'encroaching' if the vehicle tyres crossed over the painted area of the mini-roundabout. It was classified as 'complying' if it fully deviated around the mini-roundabout. Larger light vehicles (e.g. anything larger than a family SUV) were classified as 'complying' if they clearly deviated in the lane. Note that heavy vehicles (buses, trucks) were always classified as 'complying' as mini-roundabouts are designed to be mountable for these vehicles.

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- Avoidance manoeuvre: Avoidance has been defined as any gentle unintended/unnecessary turning manoeuvre or slowing down due to the presence of others.
- Conflict: Conflict has been defined as rapid deceleration or sudden change in direction or both due to the presence of others.

4.2.3. Residential Questionnaire

Further to the observations made in traffic count surveys, residential surveys were carried out following the construction of the mini-roundabouts on Connam Avenue. The aim of the survey was to judge community opinion and acceptance of the mini-roundabouts.

Pedestrians and residents of households adjacent to the test sites were approached and asked to participate. They could fill out their own survey or answer as the questions were read out. The survey was kept deliberately short (9 questions).

5. Results and Analysis**5.1. Crash Records Results**

In total, 19 crashes occurred three years before the installation of any of the 40 mini-roundabouts within the City of Monash; within three years after installation this dropped to 4 crashed (78.9% reduction).

Table 1 provides a breakdown of the types of crashes occurring before and after a mini-roundabout was installed. The most common crash type before installation was 'cross traffic' and 'right far'; both of these can result in fairly severe crashes due to the angle of incidence. These crash types virtually disappeared post-implementation with only 1 cross-traffic crash recorded.

Table 1 Crash types before and after mini-roundabouts installed

DCA Code	Crash Type	Before	After
107	Driveway	0	1
110	Cross Traffic	15	1
111	Right Far	2	0
120	Head on (Not overtaking)	1	0
160	Parked	1	0
173	Right off carriageway into object – parked vehicle	0	1
199	No information available	0	1

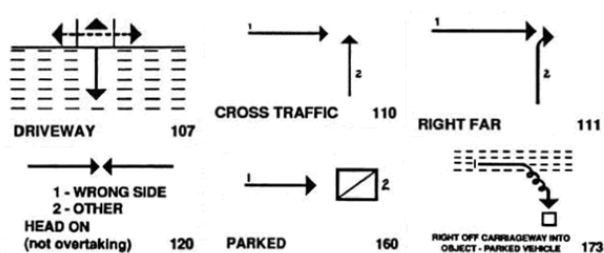


Figure 4 Relevant DCA crash diagrams (Source: VicRoads)

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Echoing these findings, the severity of crashes reduced significantly. No fatal crashes were recorded, but 6 serious crashes occurred within 3 years before installation whereas no serious crashes have occurred within 3 years of implementing a mini-roundabout. 'Other' injury crashes reduced 69.2% from 13 to 4.

Table 2 Crash severity before and after mini-roundabouts installed

Severity	Before Frequency	After	Difference
Serious	6	0	100%
Other	13	4	69.2%

5.2. Before and After Case Study Results

The CrashStats analysis suggests that the mini-roundabouts have significantly reduced cross-traffic crashes. This section examines the influence of mini-roundabouts on driver behaviour which may be contributing to these results.

5.2.1. Volume and Speed Surveys

The tube count data provided by the City of Monash helped determined average vehicle approach speeds at the intersection and how many heavy vehicles approached the intersection at the time of recording.

The tube counts were analysed to see changes in speed (if any) brought by the mini-roundabout (see Table 3). The volume of vehicles dropped slightly but the 85th percentile speeds and average speeds did not reduce significantly. However the proportion of speeding vehicles saw a significant drop from 5.4% to 3.4%.

Table 3 Vehicle volume and speed on Connam Avenue (weekday data)

	Connam Avenue	
	Before (May 2016)	After (October 2016)
85 th Percentile Speed	44 km/h	43 km/h
Average Speed	39.3 km/h	38.5 km/h
Vehicles > speed limit	5.4 %	3.4 %
Vehicles > limit by 10 km/h	0.80 %	0.28 %
Average Weekday Volume	890 veh	800 veh
Volume% = Heavy Vehicles	13.48 %	17.24 %

Note: Speed limit is 50kph

5.2.2. Driver Behaviour Field Surveys

Driver behaviour was examined for the two Test Sites (Connam Avenue) and the two Control Sites (Give-Way Control Site and Mini-Roundabout Control Site). Analysis will include:

- Give-way (GW) versus right of way (ROW) behaviour
- Vehicle encroachment on the mini-roundabouts
- Avoidance and conflict behaviour

5.2.3. Control Sites Give Way Behaviour

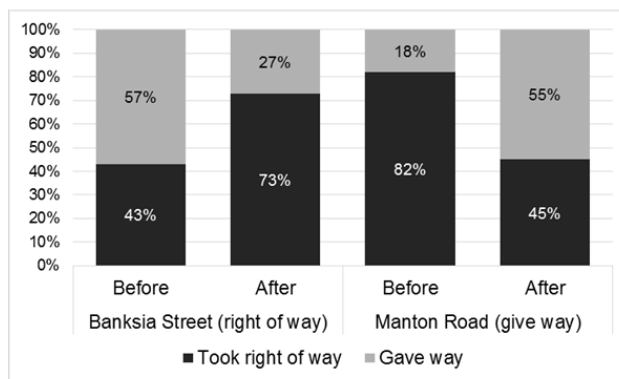
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Banksia Street was the designated major road at the GWCS, and vehicles on this road have the Right of Way according to the Give Way system. Motorists from Manton Road are supposed to Give Way according to the system in place. The data collected for these streets are presented in Note. No change in road configuration took place 'before' and 'after' at this control site

Figure 5 below.

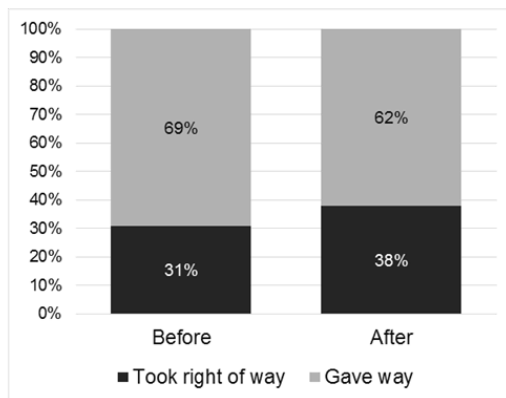


Note: No change in road configuration took place 'before' and 'after' at this control site

Figure 5 Give Way Control Site (GWCS) change in give-way behaviour

The ambiguity at Give Way signs discussed earlier in the literature review is clearly present in the data. Although drivers on Banksia Street have right of way, between 27% and 57% of drivers gave way. Even more interesting is that between 45% and 82% of drivers on the minor road (Manton Road) showed no signs of giving way. Also, surveys on different days tended to yield different results, with no apparent logical explanation.

The mini-roundabout at the Colin Road and Margaret Street intersection yielded better driver behaviour when compared to the Give-Way Control Site, as presented in Figure 6 below. The graph includes motorists approaching from both directions. Over 60% of motorists gave way at this site, far higher than at the GWCS.



Note: No change in road configuration took place 'before' and 'after' at this control site

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Figure 6 Mini Roundabout Control Site (MRCS) change in give-way behaviour

5.2.4. Test Sites Give Way Behaviour

Connam Avenue was initially the major road prior to the construction of the mini-roundabout and runs through both test sites. Figure 7 shows that before the mini-roundabouts were installed, the majority of motorists took right of way (73% to 87%). After the installation, the majority of motorists gave way – even to a greater degree than the Mini Roundabout Control Site (Figure 6).

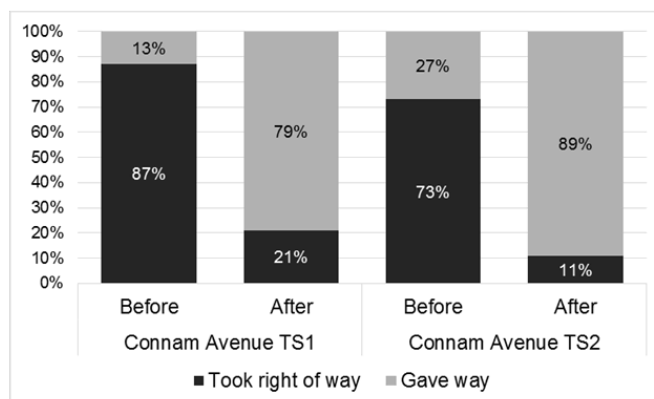


Figure 7 Connam Avenue Test Site change in give-way behaviour

Similarly, motorist behaviour at the minor approaches to the test sites also improved. Figure 8 shows that before the mini-roundabouts, 27% to 39% of motorists did not slow to give way; this dropped to 0%.

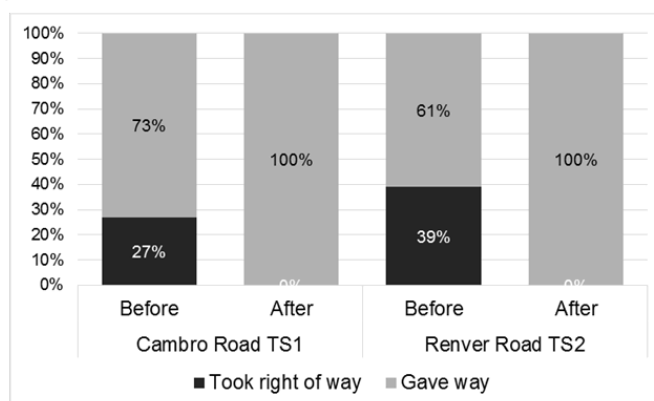


Figure 8 Minor Approach Test Site change in give-way behaviour

The figures can be used to observe how mini-roundabouts better enforce drivers to share responsibilities, as shown by the increasing number of vehicles giving way.

5.2.5. Encroachment, Avoidance and Conflict Behaviour

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Driver encroachment was compared between the MRCS and the Test Sites (Figure 9). In the control site (which was installed in 2008), the majority of drivers at least partially encroached on the mini-roundabout (61%). In contrast, the majority of drivers at the test site complied and did not drive over the new mini-roundabouts.

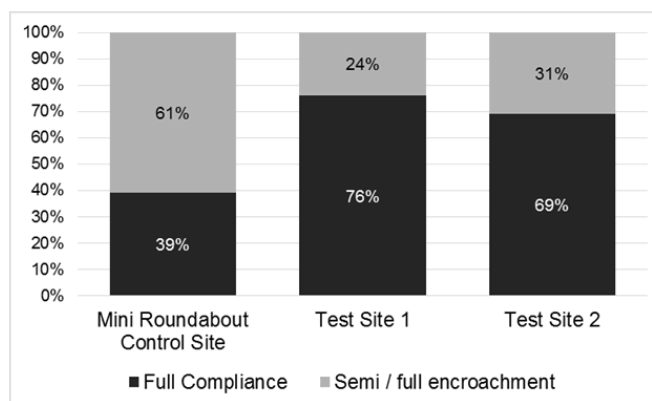


Figure 9 Driver encroachment over mini-roundabouts

Avoidance and conflict manoeuvres were recorded at all sites as defined earlier, and is presented in Table 4.

Table 4 Avoidance or Conflict manoeuvres before and after mini-roundabout construction

Site	Before				After			
	Vehicles	Avoidance Manoeuvres	Conflicts Observed	Combined (%)	Vehicles	Avoidance Manoeuvres	Conflicts Observed	Combined (%)
GWCS	80	1	1	2.50	98	0	1	1.02
MRCS	89	2	0	2.25	85	1	1	2.35
TS1	157	2	1	1.91	152	0	2	1.32
TS2	114	3	0	2.63	147	0	0	0.00

The before and after comparison for the test sites shows a decrease in avoidance and conflicts as expected from literature. While MRCS shows similar before and after rates, GWCS shows a significant reduction. It could be because of the higher volumes which encouraged motorists to drive safer.

Lower combined avoidance and conflict manoeuvres were observed at both test sites after construction, although they could not be determined as statistically significant. Chi-squared tests suggest it was because of the construction of mini-roundabouts and hence, it was statistically significant. Avoidance manoeuvres themselves were significantly reduced, while the statistical significance of conflict manoeuvres could not be determined due to the limited data collected.

There were more recorded conflicts observed after construction at TS1. Observations from the "after" data suggests both the conflicts were because of the mini-roundabout. One was a pedestrian waiting to cross by standing on the mini-roundabout, while the second was a car performing a U-turn at the mini-roundabout leading to the vehicle following to perform a hard

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stop, neither of which was likely prior to construction due to the nature of the intersection control.

5.3. Residential Questionnaire Results

In total, 32 surveys were completed; 16 were pedestrians, 16 were residents of nearby properties and 1 was an employee at a local shop. The results are presented Figure 10.

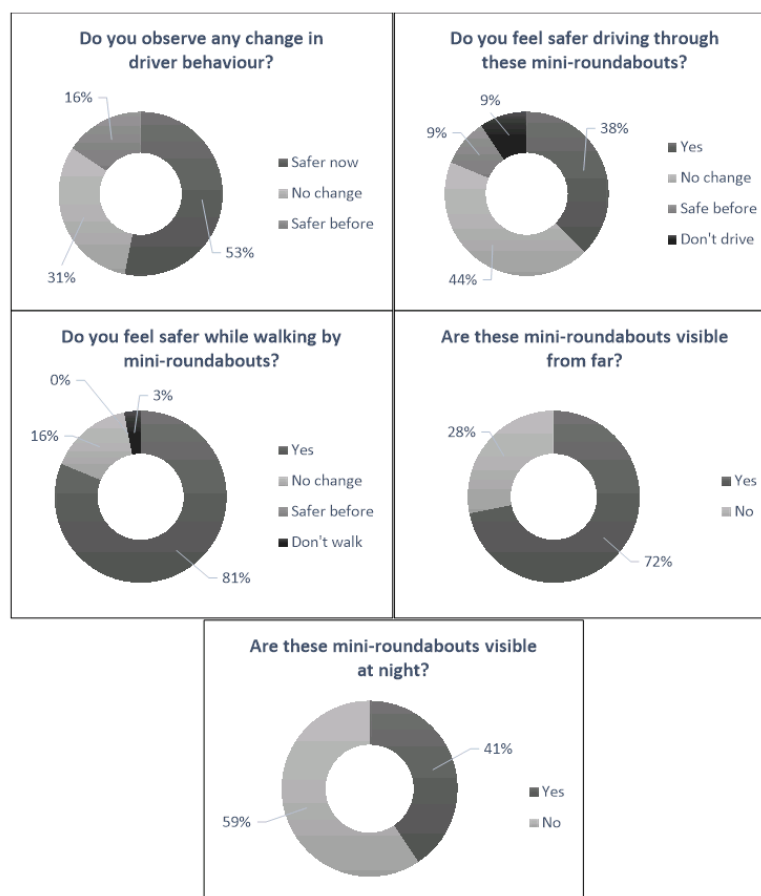


Figure 10 Residential Questionnaire Responses

Community sentiment for the mini-roundabouts is generally positive. Mini-roundabouts seem to bring two major benefits according to the respondents – safety for pedestrians and visibility from a distance. None of respondents thought that the Give Way system was safer than mini-roundabouts. The first is important to know because very few pedestrians were observed crossing the intersections. Furthermore the benefits of mini-roundabouts to vulnerable road

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users such as pedestrians and cyclists is still an open question. Interestingly, visibility at night seems to be questionable, possibly due to lack of a physical presence.

6. Discussion

Overall this study confirmed many findings from previous research into mini-roundabouts.

6.1. Crash Rates and Reduction

The road safety benefits were significant, reducing crashes by 78.9% in the three-year window before and after implementation. More significantly, serious crashes reduced from 6 to none, most likely due to the significant reduction in cross-traffic crashes (DCA code 110). This was significantly higher than the overall estimate of 30% reduction from Austroads (2013). This could be due in part to two characteristics of local roads in the City of Monash. First, some local roads have significant movements of heavy vehicles due to industrial land uses. Second, some of the first roads targeted for mini-roundabouts were particularly long, straight sections of a historic grid-based network (see Figure 1) which encouraged high travel speeds.

The case study surveys of driver behaviour unpacked some of the reasons for the decrease in crashes. Survey data found that significantly more vehicles give way on a mini-roundabout than the Give Way system. This holds particularly true when considering the Give-way control site. On Manton Rd (Give-way road), only 37% of motorists gave way which was actually *lower* than on Banksia Street (Right of Way road, 39% gave way).

6.2. Residential Questionnaires

Residential questionnaires found that members of the community felt quite positive about the mini-roundabouts. In particular they felt that drivers were being safer and that they felt safer walking near them than before.

6.3. Familiarity with the new mini-roundabouts

There is some evidence that the new mini-roundabouts are treated differently to older roundabouts, most likely because they are still a novelty to residents. For example, a higher proportion of motorists fully complied with the test site mini-roundabouts, compared to the control site where encroachment was much more common.

Similarly, a common observation in locations with no mini-roundabout was vehicles performing mid-block U-turns, something which mini-roundabouts now enable motorists to do safely. However, one observed conflict was a car performing a U-turn on the roundabout leading to another vehicle coming to a hard brake. But this could be simply because motorists are still familiarizing themselves with the mini-roundabout. The second conflict recorded post-construction involved a pedestrian standing on the mini-roundabout while crossing the street. However, whether such incidences are common occurrences remains debatable, especially since no such observations were made at the Mini Roundabout Control Site. Familiarity, therefore, is likely to play a key role in a motorist's decision making at an intersection.

This issue is probably the biggest limitation of this study. Due the timeframe of the study project and construction of the mini-roundabouts, the surveys were conducted soon after construction, which results in data suggesting exceptional driver behaviour. A longer time frame for data collection would confirm whether this was the case.

7. Conclusion

The study findings suggest that mini-roundabouts are an effective (and cost-efficient) method to control the right of way in four-way intersections on local roads. They may be particularly appropriate in locations with significant bus or heavy vehicle traffic, or in grid-based local road networks.

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However it should be noted that very few pedestrians or cyclists were observed during the survey. Although the resident survey suggested that people felt safer walking around mini-roundabouts, further research is clearly needed. In particular, mini-roundabouts may not be appropriate in areas with high cyclist movements on local roads.

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8. Appendix

The data presented in this section of the report is already presented in the main report. The tables here are to indicate when the surveys were undertaken, and their duration. Additional data, such as tube count analysis, has not been presented here.

Table A1. GW and ROW for Right of Way Approach (Banksia Street - GWCS)

Date	Duration	ROW	G W	Ratio (RW% - GW%)
9 Jun	20 mins	12	9	57 – 43
11 Jul	20 mins	3	11	21 – 79
9 Sep	20 mins	19	9	68 – 32
4 Oct	35 mins	17	4	81 – 19
Total	95 mins	51	33	61 – 39

Table A2. GW and ROW for Give Way Approach (Manton Road - GWCS)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
9 Jun	20 mins	16	2	89 – 11
11 Jul	20 mins	21	6	78 – 22
9 Sep	20 mins	12	12	50 – 50
4 Oct	35 mins	10	15	40 – 60
Total	95 mins	59	35	63 – 37

Table A3. GW and ROW for mini-roundabout approaches (Colin Rd and Margaret Rd - MRCS)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
3 May	30 mins	24	36	40 – 60
11 Jul	20 mins	4	25	14 – 86
9 Sep	20 mins	11	20	35 – 65
4 Oct	45 mins	21	33	39 – 61
Total	115 mins	60	114	34 – 66

Table A4. Motor Vehicle Encroachment (MRCS)

Date	Compliance	
	Full (%)	Semi/None (%)
3 May	40	60
11 Jul	21	79
9 Sep	52	48
4 Oct	39	61
Average	39	61

Table A5. GW and ROW for Right of Way Approach (Connam Ave - TS1)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	45	6	88 – 12
B 12 Jul	30 mins	28	5	85 – 15
A 2 Sep	30 mins	3	17	15 – 85
A 5 Oct	30 mins	12	39	24 – 76
Total	B 60 mins	73	11	87 – 13
	A 60 mins	15	56	21 – 79

Table A6. GW and ROW for Give Way Approach (Cambro Road - TS1)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	12	33	27 – 73
B 12 Jul	30 mins	8	20	29 – 71
A 2 Sep	30 mins	0	26	0 – 100
A 5 Oct	30 mins	0	55	0 – 100
Total	B 60 mins	20	53	27 – 73
	A 60 mins	0	81	0 – 100

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Table A7. GW and ROW for (Connam Ave - TS2)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	24	6	80 – 20
B 12 Jul	30 mins	9	6	60 – 40
A 2 Sep	30 mins	2	24	8 – 92
A 5 Oct	30 mins	7	51	12 – 88
Total	B 60 mins	33	12	73 – 27
	A 60 mins	9	75	11 – 89

Table A8. GW and ROW for Give Way Approach (Renver Road - TS2)

Date	Duration	ROW	GW	Ratio (RW% - GW%)
B 4 May	30 mins	9	39	19 – 81
B 12 Jul	30 mins	18	3	86 – 14
A 2 Sep	30 mins	0	28	0 – 100
A 5 Oct	30 mins	0	35	0 – 100
Total	B 60 mins	27	42	39 – 61
	A 60 mins	0	63	0 – 100

Table A9. Motor Vehicle Encroachment (TS1, TS2) after construction of mini-roundabout

Site	Survey Date	Compliance	
		Full (%)	Semi/None (%)
TS1	2 Sep	63	37
TS1	5 Oct	81	19
TS2	2 Sep	81	19
TS2	5 Oct	62	38
Average		72	28

Table A10. Avoidance and Conflict Data for all sites

Site	"Before"						"After"					
	Set 1			Set 2			Set 1			Set 2		
	V	A	C	V	A	C	V	A	C	V	A	C
GWCS	39	0	1	41	1	0	52	0	0	46	0	1
MRCS	60	0	0	29	2	0	31	0	0	54	1	1
TS1	96	2	1	61	0	0	46	0	2	106	0	0
TS2	78	3	0	36	0	0	54	0	0	93	0	0

Table A11. Avoidance/Conflict percentage before and after

Site	Vehicle Volume		Avoidance/Crash %	
	Before	After	Before	After
GWCS	80	98	2.50	1.02
MRCS	89	85	2.25	2.35
TS1	157	152	1.91	1.32
TS2	114	147	2.63	0

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9.4 COMMUNITY SERVICES

9.4.1 Beaufort Street Enhancement Project Progress Report No.12

Ward:	South Ward	Date:	29 August 2014
Precinct:	Mt Lawley Centre (11)	File Ref:	SC1493
Attachments:	001 – Proposed location of piazza 002 – List of submissions received 003 – Geographic distribution of submissions 004 – Available parking locations within 150m of piazza		
Tabled Items:	Nil		
Reporting Officer:	D Doy, Place Manager A Birch, A/Manager Community Development		
Responsible Officer:	J Anthony, A/Director Community Services		

OFFICER RECOMMENDATION:

That Council;

1. **CONSIDERS** the three hundred and two (302) submissions received in relation to the Mary Street Piazza proposal recently advertised for public comment;
2. **AUTHORISES** the Chief Executive Officer;
 - 2.1 to call an Expression of Interest for qualified design consultants to design the Mary Street Piazza;
 - 2.2 to seek Council's final approval of the design once submitted by the chosen qualified design consultant; and
3. **ADVISES** the local community, 'Beaufort Street Network' and business owners of its decision.

PURPOSE OF REPORT:

The purpose of this report is to update the Council on the outcome of the Mary Street Piazza trial and subsequent received public comments and to seek Council's authorisation to proceed to an Expression of Interest callout for a qualified design consultant to prepare a design for a permanent piazza space.

BACKGROUND:

Ordinary Meeting of Council	Outcome
11 September 2012	CONFIDENTIAL REPORT Beaufort Street Enhancement Working Group – Approval of Stage 2 Enhancement Works and progress Report No.5. Council approved the second stage of the Beaufort Street Enhancement Works.
18 December 2012	Beaufort Street Enhancement Working Group – Approval of additional seating and drinking fountains. Council approved the remaining funds to be used to install seating, planters and drinking fountains.
26 March 2013	Beaufort Street Enhancement Working Group – Additional Funding for Major Artwork. Council approved to fund a shortfall for the proposed Major Art Piece.
27 August 2013	LATE REPORT: Beaufort Street Enhancement – Proposed (6) Month Trial of a Filtered Drinking Water Dispenser. Council approved a six (6) month installation of a filtered drinking water dispenser.

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Ordinary Meeting of Council	Outcome
19 November 2013	CONFIDENTIAL REPORT: Beaufort Street Enhancement – Major Artwork – Progress Report No.9. Council received a progress report on the Beaufort Street Major Artwork.
22 April 2014	Beaufort Street Enhancement Working Group – Progress Report No.10. Council approved the installation of twelve (12) new seats, the installation of a light structure and light boxes and approved in principle the Mary Street Piazza Public Open Space, subject to undertaking consultation with the community.

At the Ordinary Meeting of Council held on 8 July, it was resolved:

“That Council;

1. *NOTES the information contained in the report regarding the progress on Stage 2 and Stage 3 enhancement projects.*
2. *APPROVES*
 - 2.1 *The installation of a ‘Street Print’ design prepared by artist Roly Skender on the Beaufort Street road pavement in two locations, being; directly adjacent to the corner of Grosvenor Road and Beaufort Street and directly adjacent to the corner of St Albans Road and Beaufort Street (see Attachment 001) subject to any minor refinements required by Main Roads Western Australia;*
3. *ADVISES the Public Transport Authority and Main Roads Western Australia of its decision; and*
4. *DELEGATES authority to the Acting Chief Executive Officer for any further required approval.”*

DETAILS:

Mary Street Piazza

In accordance with Council's resolution, a temporary piazza space was constructed in the confines of the identified future Mary Street Piazza space at the southern corner of Mary Street and Beaufort Street as shown in Attachment 9.4.1 (001). The temporary space was trialled for a two (2) week period beginning Friday 25 July running through to Friday 8 August, 2014. A variety of events and performances were arranged by the City to demonstrate how the space could be utilised in the future as a permanent piazza. A large blackboard was also built to allow the community to provide 'live' feedback as they visited the space.

Feedback received

A summary of the submissions received is provided in Table 1 below:

Table 1: Summary of submissions received

Submissions - Support	263 (87.1%)
Submissions - Object	35 (11.6%)
Submissions - Indifferent	4 (1.3%)
Total	302

Attachment 9.4.1 (002) contains a full account of the submissions received.

Attachment 9.4.1 (003) contains two (2) maps which show the distribution of submissions from the immediate local area (500m), the balance area in the City and then outside of the City's boundaries. The distribution of submissions within 500m of the proposed Piazza is also represented in Table 2 below.

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Table 2 – Distribution of submissions within 500 metres of the proposed piazza

	Support	Object	Indifferent	Total
Mary Street	9	15	1	25
Chatsworth Road	10	5	1	16
Beaufort Street	18	1	-	19
Harold Street	5	2	-	7
Walcott Street	9	-	-	9
Grosvenor Road	5	-	-	5
Lincoln Street	1	-	-	1
Vincent Street	3	1	-	4
Chelmsford Road	2	-	-	2
Wright Street	4	-	-	4
William Street	1	-	-	1
Stirling Street	2	-	-	2
Harley Street	-	2	-	2
Cavendish Street	-	1	-	1
Hutt Street	2	-	-	2
Total	71	27	2	100

The total distribution of submissions is also represented in Table 3 below.

Table 3 – Geographic distribution of submissions

	Support	Object	Indifferent	Total
Local (500m)	71	27	2	100
Vincent (other)	72	1	-	73
Non Vincent	120	7	2	129
Total	263	35	4	302

The content of the submissions is varied. The content has been summarised below into groups in Table 4 below.

Table 4 – Summary of submissions

	Concerns	Support
Movement network implications	<ul style="list-style-type: none"> Loss of access is inconvenient to Mary Street residents especially during the 15 minute bottleneck caused by the School pick up Two way access should be maintained (Piazza could be redesigned within car spaces) Concerns around increased car volumes on Chatsworth Road and Harold Street Loss of parking will cause parking congestion on Mary Street Concerns about increased parking demand on Chatsworth Road and Harold Street Piazza does not belong in a street Concerns about compromising legibility of the street network 	<ul style="list-style-type: none"> The Piazza will provide better conditions for the afternoon school pick up Mary Street will experience reduced traffic Mary Street will experience lower speeds Good location – edge of residential/commercial and central along the strip Loss of parking will be of little consequence, especially to those who walk or cycle The Piazza will improve walkability

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	<ul style="list-style-type: none"> Concerns that Mary Street is not the right location for a Piazza Concerns around safety for students, parents and residents during pick up Concerns around increased vehicle volumes in laneway network 	
Economic implications	<ul style="list-style-type: none"> Concerns around economic impact the loss of 9 bays has on adjacent business Concerns around the ongoing costs of activation 	<ul style="list-style-type: none"> The Piazza will encourage people to stay in Beaufort Street for longer Will attract more pedestrian traffic past local businesses Provide a new experience and contributes to the vibe of the area Provides a space to sit for visitors and tourists Provides a place to sit and eat when local eateries are full
Social implications	<ul style="list-style-type: none"> The Piazza will have no use or function aside from spill-over from adjacent business Concerns about increase in anti-social behaviour caused by the Piazza Concerns the Piazza is a fait accompli Design lacks flair and does not recognise Highgate environment/history Concerns about child safety in the piazza close to Beaufort Street 	<ul style="list-style-type: none"> The Piazza will provide extra surveillance on the street The Piazza will be a great meeting place for the community The Piazza will be a great space for families The Piazza will be a space for general public use The Piazza will improve liveability Is consistent with the Better Beaufort Action Plan Will provide a heart for the Beaufort Street Community Could be used regularly for community events and functions Will generally improve the pedestrian experience A place for workers to sit on their lunch breaks
Environmental Implications	<ul style="list-style-type: none"> Concerns around increase in litter Concerns around the level difference Concerns around increases in noise for residents 	<ul style="list-style-type: none"> Improves streetscape by adding trees and greenery

Further to the above, the submissions provide a number of considerations for the future detailed design. They include:

- The Piazza should stretch across the entire Mary Street road reserve;
- Turning circle could be installed at the eastern end of Mary Street;
- Tiered seating or benches should extend up the Piazza from Beaufort Street;
- The Piazza should be at grade with the footpath;
- Cobblestone treatment of car lane;
- Design must be prepared by a landscape architect or other relevant professional;
- Controls need to be in place to ensure the Piazza is clean and safe;

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- Concerns around ongoing events management;
- Bicycle parking should be considered;
- The Piazza should move closer to the corner of Beaufort Street;
- Fencing should be considered;
- Encourage adjacent buildings to open toward Mary Street to further activate the space (remove barriers between adjacent uses and the Piazza);
- Concerns around too many permanent uses cluttering the space; and
- The Piazza should be universally accessible

This report provides a rationale for the proposed Piazza and addresses the above considerations.

Rationale for the Mary Street Piazza

Beaufort Street has evolved into one of Perth's premier destinations. Beaufort Street has a typical 'ribbon retail' urban form, which evolved as the tram line incrementally extended toward Inglewood. No provision was made for public open space during this period of growth. Traditional European town centres are formed around a public open space area, typically a plaza or piazza. This space serves as a central community meeting space and is often where events and markets are held with buildings typically enclosing this community space. Uses such as churches and town halls often front onto a piazza as well as active uses such as cafes and restaurants.

The Beaufort Street town centre lacks a heart or central community meeting space due to the historical pattern of development. The Mary Street Piazza proposal serves to address this gap.

Mary Street Piazza was identified as an ideal location for a community space by both the City and also the Beaufort Street Network in their 'Better Beaufort Action Plan'. It is centrally located in the Highgate portion of Beaufort Street and will potentially be surrounded by active uses. Mary Street is also home to Sacred Heart Primary School and Sacred Heart Catholic Church, two (2) prominent uses in the Highgate community.

Movement network implications

The surrounding street and lot layout utilises a standard grid pattern providing a permeable and legible system for pedestrians and vehicles.

The City does not own land adjacent to the Mary Street/Beaufort Street intersection, which is considered the best location for a piazza in Highgate and has therefore proposed to use a portion of the existing Mary Street road reserve for the Piazza. This results in a loss of six (6) existing car bays and the resumption of about half of the existing Mary Street road reserve for a distance of 15 metres from the Beaufort Street road reserve (the proposed Piazza space is as shown in Attachment 9.4.1 (003)). As a result, Mary Street would no longer be accessed from Beaufort Street. Left out and right out access to Beaufort Street from Mary Street would remain.

During the two (2) week trial and for a period preceding the trial, traffic counters were installed in two (2) locations on Mary Street, Harold Street and Chatsworth Road to measure traffic volumes. Table 5 below outlines the volumes recorded.

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Table 5 – Traffic volume comparison (Piazza/No Piazza)

Location	Average Daily Volume - Existing street conditions (pre trial 28/05/14 to 4/06/14)	Average Speed - Existing street conditions (pre trial 28/05/14 to 4/06/14)	Average Daily Volume - No access to Mary Street from Beaufort Street (during the trial 30/07/14 – 06/08/14)	Average Speed - No access to Mary Street from Beaufort Street (during the trial 30/07/14 – 06/08/14)
Mary Street – Near Beaufort Corner	1182	18.1 km/hr	571	16.8 km/hr
Mary Street – Near William Street	1290	35.1km/hr	1126	33.9 km/hr
Harold Street	704	37.9 km/hr	914	36.3 km/hr
Chatsworth Road	779	32.3 km/hr	918	31.6 km/hr

During the trial Mary Street recorded decreased traffic at the Mary/Beaufort Street corner (51.6% reduction) and near William Street (12.7%). Harold Street recorded an increase in traffic (22.9%) as did Chatsworth Street (15%) although the total traffic volumes on both of these streets is considered to be low.

The majority of concerns from the local community relate to car parking, vehicle access and traffic volumes. Many of the supporting comments speak to improved walkability and destination qualities for pedestrians. It is the opinion of the City that the proposed Piazza will impact upon the movement network in the following ways:

- Vehicle access: The loss of vehicle access to Mary Street from Beaufort Street restricts access to Mary Street to be from William Street. Drivers on Mary Street can generally be placed into three (3) categories:
 - Residents: Short term confusion is expected for residents until driver behaviour changes and new routes are established. These routes are expected to include Bulwer Street to William Street in the south and Vincent Street to William Street in the north. There will also be, as demonstrated in the traffic results, small increases on Chatsworth Road, Harold Street and Lincoln Street.
 - Visitors/Staff to Sacred Heart Catholic Church and Sacred Heart Primary School: Short term confusion is expected for visitors/staff community by vehicle to both the church and the school until driver behaviour changes and new routes are established. The primary school has expressed support for the Piazza stating that the new configuration will assist with the afternoon pick up.
 - Business patrons: Short term confusion is expected for patrons until driver behaviour changes and new routes are established via William Street or using existing parking on or adjacent to Beaufort Street.
- Traffic volumes: As illustrated in the traffic counts, Chatsworth Road and Harold Street recorded higher traffic volumes due to the change to the movement network. These volumes however are considered to be low for a local street in an inner city area.
- Car parking: The proposed Piazza encompasses what are six (6) existing car parking bays. Concerns have been expressed by two (2) adjacent businesses fronting Beaufort Street about the economic impact the loss of these bays will have on their business, especially during weekday mornings. It is the view of the City that the loss of these six (6) bays will not impact upon the accessibility to these businesses by vehicle during weekday mornings (non peak time). As shown in Attachment 9.4.1 (004), there is ample parking available within a 150 metre walk of these businesses.
- Pedestrian accessibility/walkability: The proposed Piazza will not alter the existing pedestrian footpath network. Providing a public space on Beaufort Street, framed by active uses will enhance the walkability of the locality.

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Economic implications

It is the view of the City that the proposed Piazza will have a positive impact on the local economy. Concerns have been raised by two (2) adjacent businesses on Beaufort Street about the impact the loss of six (6) car bays will have on each business.

Attachment 9.4.1 (004) illustrates the existing parking provision within 150 metres of these businesses. There is ample parking available during non-peak times in these locations. Parking reaches capacity on Thursday and Friday evenings and on weekends.

Continual improvement of walkability and destination quality of the immediate vicinity with initiatives such as the Piazza, will increase the amount of people who walk to the area rather than drive. This is likely to result in more patronage than what the six (6) removed car bays could have provided.

Social implications

Piazas are public spaces at the intersection of important streets set aside for civic purposes and commercial activities. They should be surrounded by buildings and are usually the centre of public life. The proposed Piazza is intended to be the heart of the Highgate community and will:

- Be framed by active uses;
- Be able to hold small community events and performances; and
- Be a meeting place for local people as well as visitors.

The Piazza will provide a free public space for social interaction for people of all ages, abilities and backgrounds.

Future design considerations

Should the proposed Piazza be approved by Council, a detailed design process will be required in order to ensure the space can endure over a long period time and be flexible enough to cater for a variety of uses. Some key design considerations include:

- Sense of enclosure: the Piazza must feel like a human scaled outdoor room. The Piazza must utilise the surrounding buildings and other structures to provide a sense of enclosure;
- Continuous accessible ground floor: the Piazza should deemphasize landscaping features, other than the pavement or floor. Features other than trees and seating should be kept to a minimum;
- Plan for temporariness: the Piazza should be designed as a blank slate, leaving the curation of the space to the imagination of whomever is planning an event in the Piazza; and
- Day and night: A Piazza should be able to be used both day and night by locals. It could be a playground in the morning, welcome a concert in the afternoon, and allow for an outdoor film in the evening.

Concluding recommendation

Given the overwhelming public support for the Mary Street Piazza and the identified need for an urban open space in the Beaufort Street Town Centre it is recommended that Council authorise an Expression of Interest callout for a qualified design consultant to prepare a design for a permanent Piazza.

It is the view of the City's Officers that the Piazza will provide a space for the both local residents and visitors to meet, socialise, relax and recreate. The proposed Piazza is one of a number of projects which:

- Compliment the street life generated by local businesses and initiatives undertaken by the Beaufort Street Network which result in an increase in creative and social capital. Increasing cultural and social capital improves the desirability of a place, thus attracting further business which supports the local economy during both the day and night; and
- Improve the liveability for local residents through a focus on people first outcomes.

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CONSULTATION/ADVERTISING:

In accordance with Council's resolution, a temporary Piazza space was constructed in the confines of the identified future Mary Street Piazza space at the southern corner of Mary Street and Beaufort Street. The temporary space was trialled for a two (2) week period beginning 25 July running through to 8 August 2014. A community 'drop in' session was also conducted on August 2 for a one (1) hour period where City Officers were able to answer questions from the community in a non-threatening environment.

LEGAL/POLICY:

Nil

RISK MANAGEMENT IMPLICATIONS:

Low/Medium – The proposed Piazza represents a low/medium risk to pedestrian and driver safety during the first month following development, as drivers become accustomed to the change in the movement network.

STRATEGIC IMPLICATIONS:

The City's *Strategic Plan 2013-2017* states:

"Natural and Built Environment

- 1.1 *Improve and maintain the natural and built environment*
 - 1.1.2 *Enhance and maintain the character and heritage of the City*
 - 1.1.5 *Take action to improve transport and parking in the City and mitigate the effects of traffic*

Community Development and Wellbeing

- 3.1 *Enhance and promote community development and wellbeing*
 - 3.1.2 *Promote and foster community safety and security*
 - 3.1.3 *Promote health and wellbeing in the community*
 - 3.1.6 *Build capacity within the community to meet its needs*

SUSTAINABILITY IMPLICATIONS:

Nil

FINANCIAL/BUDGET IMPLICATIONS:

Expenditure for this matter will be incurred under the following budgeted item 1.40027.6008:

Budget Amount:	\$217,160
Mary Street Piazza	\$174,510
Balance:	\$ 42,650

COMMENTS:

In accordance with Council's resolution, a temporary piazza space was constructed in the confines of the identified future Mary Street Piazza space at the southern corner of Mary Street and Beaufort Street as shown in Attachment 9.4.1 (001). The temporary space was trialled for a two (2) week period beginning 25 July running through to 8 August 2014. Three hundred and two (302) submissions were received during the advertising period, two hundred and sixty three (263) of which were supportive, thirty five (35) whom objected and four (4) indifferent.

It is the view of the City's Officers that the proposed piazza will improve the liveability of the Highgate area by:

- Improving walkability;
- Providing a space for creative and social endeavours, therefore contributing to the places creative and social capital; and
- Providing a heart for the Highgate community, that will function as a community space.

It is recommended that Council authorises the Chief Executive Officer to call an Expression of Interest for a qualified designer to prepare a design for the Mary Street Piazza.

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9.4.2 RTRFM Music Festival - Location Change

Ward:	North	Date:	29 August 2014
Precinct:	North Perth Centre; P9	File Ref:	SC1525
Attachments:	001 - Letter from RTRFM		
Tabled Items:	Nil		
Reporting Officers:	Y Coyne, Coordinator Arts and Creativity A Birch, Acting Manager Community Development		
Responsible Officer:	J Anthony, Acting Director Community Services		

OFFICER RECOMMENDATION:

That Council;

- APPROVES** the venue change for the RTRFM Beaufort Street Music Festival from Beaufort Street venues to the Rosemount Hotel in North Perth, subject to the City receiving fifty (50) complimentary tickets for distribution to residents; and
- NOTES** that the event is now proposed to be a fully ticketed event.

PURPOSE OF REPORT:

The purpose of the report is to approve the change of location of the 2014 RTRFM Music Festival from Beaufort Street, Mount Lawley, to the Rosemount Hotel in North Perth on 17 January 2015.

BACKGROUND:

At the Ordinary Meeting of Council held on 22 April 2014, the Council resolved as follows:

That Council;

- "1. **APPROVES** the following festival events funding as part of the Festivals Programme for 2014/2015:

	ORGANISATION	EVENT	DATE	AMOUNT SOUGHT	AMOUNT RECOMMENDED
1	Revelation Film Festival	Revelation International Film Festival	3 Jul 2013 - Jul 2014	\$20,000	\$15,000
2	WA Italian Club	Community Open Day and Fair	12 Oct 2014	\$12,850	\$7,500
3	City of Vincent	Multicultural Festival	Oct 2014	\$20,000	\$20,000
4	The North Perth Business and Community Association Inc	Angove Street Festival	26 Oct 2014	\$50,000	Carry forward from 2013/2104 Budget- \$45,000
5	Open House Perth	Open House Perth	1-2 Nov 2014	\$10,000	\$10,000
6	Beaufort Street Network	Beaufort Street Festival 2014	15 Nov 2014	\$82,500	\$75,000

6.3 RFT IE297/2023 HVAC MAINTENANCE SERVICES

- Attachments:**
1. **Confidential Attachment 1 - Evaluation Worksheet RFT IE297-2023 - Confidential**
 2. **Confidential Attachment 2 - Pricing Information - Confidential**

RECOMMENDATION:**That Council:**

1. **NOTES the outcome of the evaluation process for Tender IE297/2023 HVAC Maintenance Services; and**
2. **ACCEPTS the tender submission of Australian HVAC Services Pty Ltd ATF Skenpost Trust t/a Australian HVAC Services for Tender IE297/2023 HVAC Maintenance Services.**

PURPOSE OF REPORT:

For Council to consider and determine the outcome of Tender IE297/2023 HVAC Maintenance Services.

DELEGATION:

The decision to accept or reject tenders with a value exceeding \$250,000 require a decision of council in accordance with Council's adopted register of delegations, authorisations, and appointments.

BACKGROUND:

The City of Vincent is responsible to maintain services and infrastructure, both vested and unvested, within its Local Government area in accordance with the *Local Government Act 1995*.

Heating, ventilation, and air conditioning (HVAC) systems are integral to City-owned buildings. Regular maintenance ensures these systems operate at peak efficiency, prevent major breakdowns and costly repairs, and optimise their useful life. For this reason, the City requires the engagement of a suitably qualified and experienced Contractor to undertake necessary preventative and corrective maintenance services in a timely, proactive, and professional service to ensure longevity of the assets. This service is required for 27 City buildings and locations including:

- Administration Building
- Beatty Park Leisure Centre
- Vincent Library Centre
- Community Centres
- Child Health Clinics
- Council Depot
- Town Halls
- Sporting Clubs
- Parks and Reserve Pavilions

A Procurement Plan to develop and release a public request for tender was approved on 31 October 2023. A public request for tender was released on Monday 29th January 2024 and closed on Friday 23rd February 2024.

DETAILS:

Submissions were received from eight (8) Respondents.

Evaluation Panel

The Evaluation Panel comprised of four (4) members, being:

- three with the appropriate operational expertise and involvement in supervising the contract;
- one with tender preparation skills and probity advice provided by a Procurement and Contracts Officer.

Compliance Assessment

Compliance assessment was carried out and all were assessed as fully compliant and progressed to the qualitative assessment stage.

Evaluation Method and Weighting

The qualitative weighting method of tender evaluation was selected to evaluate the offer.

The qualitative criteria and weighting used in evaluating the submission received were as follows:

Qualitative Criteria		Weighting
1	Capacity, Skills, and Experience	45%
2	Demonstrated understanding of the required service	45%
3	Environmental and Social	10%

Qualitative Assessment

The qualitative assessment on all compliant submission were as follows:

Respondent #	Weighted Percentage Score	Qualitative Ranking
Respondent 8	76%	1
Respondent 3	70%	2
Respondent 4	69%	3
Respondent 2	60%	4
Respondent 7	59%	5
Respondent 1	45%	6
Respondent 5	30%	7
Respondent 6	25%	8

Refer to **Confidential Attachment 1** for further details.

Price Assessment

The panel carried out an assessment of the submitted pricing offered by the top four (4) shortlisted submissions. The top four (4) submissions were determined to have reasonable and acceptable levels of rates for all sites listed in the Request for Tender. Pricing information submitted by the top four (4) submissions can be found at **Confidential Attachment 2**.

Evaluation Summary

The panel concluded that the tender submission from Respondent 8 Australian HVAC Services Pty Ltd ATF Skenpost Trust t/a Australian HVAC Services provides value for money to the City and is recommended for the provision of IE297/2023 HVAC Maintenance Services for the following reasons:

- compliance with the submission requirements;
- ranked first in the qualitative assessment;
- submitted pricing is reasonable and acceptable for the type of services provided; and
- pricing demonstrates value for money.

It is therefore recommended that Council accepts the tender submitted by Australian HVAC Services Pty Ltd ATF Skenpost Trust t/a Australian HVAC Services for Tender IE297/2023 HVAC Maintenance Services.

CONSULTATION/ADVERTISING:

This matter is subject to a statutory advertising requirement. No community consultation required.
The Request for Tender IE297/2023 HVAC Maintenance Services was advertised in the West Australian on Saturday 27th January 2024 and on both the City's website and VendorPanel between 27th January 2024 and 23rd February 2024.

LEGAL/POLICY:

The Request for Tender was prepared and advertised in accordance with:

- Section 3.57 of the Local Government Act 1995;
- Part 4 of the *Local Government (Functions and General) Regulations 1996*; and
- City of Vincent Purchasing Policy.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to accept the preferred Respondent.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have minimised our impact on the environment.

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.

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 specific sustainability outcomes of the City's Sustainable Environment Strategy 2019-2024, although the sustainability and environmental management practices of Respondents was a weighted qualitative criterion of this request, and the preferred Respondent provided some evidence of sustainability practices.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

A total budget of \$800,000 over the life of the contract (5 years plus 2 extension options of 1 year) was identified and approved through the Annual Budget and Procurement Plan. The funding for this service will be sourced from the operational and maintenance budgets for each City of Vincent owned asset.

COMMENTS:

The tender submission from Australian HVAC Services Pty Ltd ATF Skenpost Trust t/a Australian HVAC Services complies with all tender requirements. The submission was well presented and included all relevant and specific information required and requested within the tender specification.

The Evaluation Panel deemed the response to be of a very good standard, convincing and credible, demonstrating the capability, capacity and experience for key evaluation criteria and therefore recommend award of tender IE297/2023 HVAC Maintenance Services to Australian HVAC Services Pty Ltd ATF Skenpost Trust t/a Australian HVAC Services.

6.4 OUTCOME OF ADVERTISING AND ADOPTION OF STREET TREE POLICY

- Attachments:**
1. **Attachment 1: Street Tree Policy** [↓](#) 
 2. **Attachment 2: Street Tree Policy - Consultation Summary** [↓](#) 
 3. **Attachment 3: Street Tree Policy - Guidelines and Procedures** [↓](#) 

RECOMMENDATION:

1. **NOTES** the summary of submissions received in relation to the Street Tree Policy at Attachment 2;
2. **ADOPTS** the Street Tree Policy at Attachment 1; and
3. **NOTES** the supporting Street Tree Policy Guidelines and Procedures at Attachment 3.

PURPOSE OF REPORT:

To present the outcome of community consultation and seek approval of the proposed Street Tree Policy at **Attachment 1**.

DELEGATION:

Section 2.7 of the *Local Government Act 1995* sets out the Role of Council as being to 'determine the local government's policies'. There is no delegation to Administration to make, review or repeal policies.

BACKGROUND:

At the Council Workshop on 27 July 2023, Administration sought Council input on current and future street tree considerations including tree selection and maintenance requirements. Key feedback from the workshop was incorporated into the draft Street Tree Policy.

At its 21 November 2023 Meeting, Council approved conducting community consultation of its intention to amend the Street Tree Policy.

In accordance with the City's [Community and Stakeholder Engagement Policy](#), community consultation was undertaken between Thursday 30 November 2023 – Thursday 18 January 2024 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 Voice – 30 November 2023; and
- notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

At the close of consultation, Administration received 72 submissions, as summarised at **Attachment 2**.

DETAILS:

The Street Tree Policy provides guidance for the effective management and protection of all street trees located in thoroughfares within the City of Vincent.

The amended Policy focuses on enhancing and increasing the City's urban forest, as well as ensuring appropriate species selection to protect against current and future environmental threats.

The key policy changes are:

- Tree selection to preference native tree species (target of 75% new plantings across City managed public realm being native species);
- Enhanced streetscape diversity in-line with tree maintenance requirements;
- Continuity of canopy coverage over residential objections to verge trees; and
- Street tree protection clauses to provide guidance for developers and land owners.

The amended Policy also addresses the below items following feedback from Council Workshop on 7 May 2024:

- Tree species selection to improve resilience of our urban forest against current and future threats, including climate change, pests and diseases;
- Scheduled tree watering to ensure establishment of new plantings and ongoing watering where feasible, subject to weather conditions; and
- Tree protection with due consideration of tree protection zone requirements.

CONSULTATION/ADVERTISING:

The consultation showed strong support (+80%) for the amended policy with many positive responses in support of preferencing native tree species.

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 as the policy outlines how the City will effectively manage its urban canopy.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our urban forest/canopy is maintained and increased.

Accessible City

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

Innovative and Accountable

We embrace good ideas or innovative approaches to our work to get better outcomes for Vincent and our community.

SUSTAINABILITY IMPLICATIONS:

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

Urban Greening and Biodiversity

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial implications associated with adopting this policy.

COMMENTS:

The amended Street Tree Policy provides guidance to enhance and increase the City's urban forest. This aligns closely with the Sustainable Environment Strategy and Greening plan objectives to:

- Increase Canopy Cover on Public Land
- Enhance Habitat and Promote Biodiversity
- Greening the Town Centres
- Greening the Community

Administration recommends adopting the revised Street Tree Policy at **Attachment 1**.

STREET TREE POLICY

Legislation / local law requirements	<i>Local Government Act 1995, section 9.48</i> <i>Local Administration Act 1997, section 55</i> <i>Main Roads Act 1930, sections 24 and 27A</i> <i>Public Works Act 1902, Part V</i> <i>Local Government (Uniform Local Provisions) Regulations 1996</i> <i>City of Vincent Local Government Property Local Law 2021, Part 9</i>
Relevant delegations	2.2.9 Control Reserves and Certain Unvested Facilities 3.1.5 Local Government Property Local Law 2021
Related policies, procedures and supporting documentation	Verge Treatments, Plantings and Beautification Street Tree Policy – Guidelines and Procedures (to be developed)

PRELIMINARY

INTRODUCTION

Trees in urban environments provide many social, environmental and economic benefits. Key among these is their contribution to the amenity and walkability of local neighbourhoods through the provision of shade and the mitigation of 'urban heat island effect' which contributes to enhanced community well-being and property values.

The City recognises the significance of street trees within the urban setting in terms of creating functional and aesthetic streetscapes and has the responsibility for the planning, establishment, care, control and maintenance of all street trees in the City.

PURPOSE

The purpose of this policy is to ensure the effective management and protection of all street trees within the City of Vincent.

OBJECTIVE

To provide guidance for the planting and management of street trees to maximise canopy coverage within thoroughfares.

SCOPE

This policy sets out the process and conditions by which street trees are managed within the City and applies to all trees located in thoroughfares within the City of Vincent.

STREET TREE POLICY

POLICY PROVISIONS

POLICY

1. Street Tree Planting

- (i) The City is responsible for the planting of all street trees which will be undertaken through its annual planting program during the winter months.
- (ii) Suitable planting locations for new and/or additional trees will be determined by the City.
- (iii) Tree planting to provide continuity of canopy coverage will take precedence over adjoining property owners objection to street trees being located on the road verge.
- (iv) Adjacent land owners will be informed of the City's intention to plant street trees at least two weeks prior to planting.
- (v) Tree species selection will be determined by the City taking into account the following –
 - Provision of canopy coverage – larger growing species will be preferred due to their increased contribution to canopy coverage;
 - Preference of Australian native species to achieve an annual target of 75% new planting across City owned or managed land being native tree species; and
 - Streetscape species diversity, in line with existing streetscape maintenance requirements, to improve the resilience of our urban forest against current and future threats, including climate change and pest and diseases.
- (vi) The City will undertake scheduled tree watering to ensure the establishment of new tree plantings. Ongoing watering will be undertaken where feasible, subject to weather conditions.

2. Unauthorised or Unsuitable Street Tree Planting

- (i) A street tree planted without the City's approval may be retained at the discretion of the City providing it is a suitable variety for the specific location.
- (ii) Owing to the varying growth habit of tree species, certain trees or species may be deemed by the City to be unsuitable in particular locations (e.g. due to unpredicted growth characteristics, risk of disease / pest infestation, limb stability, etc). In such instances, a qualified Arborist will be engaged to provide a report and recommendations on the tree which will be carried out in accordance with the policy.

3. Street Tree Pruning

- (i) The City is responsible for the pruning of all street trees.
- (ii) The City, or its nominated contractor, shall undertake the pruning of street trees on a scheduled basis where required, to address at least one of the following requirements –
 - Clear the canopy from interference with overhead powerlines and other essential services;

STREET TREE POLICY

- Remove overhanging branches considered hazardous to traffic, buildings or structures;
- Under prune low growing branches considered hazardous to pedestrians, cyclists or motorists;
- Remedial prune to form the shape of trees, encourage new growth or remove dead, dying or diseased limbs and branches; or
- Property line prune (upon adjoining property resident request) to remove any canopy overhanging into private property.

4. Street Tree Removal

- (i) The City recognises that in some cases, street tree retention may not be feasible, owing to the condition, and possible location or species of the tree.
- (ii) All requests for street tree removal will be assessed by the City in accordance with this policy.
- (iii) The removal of a street tree may be considered where the tree is –
 - Diseased or dying beyond remedial treatment, or completely dead;
 - Determined by the City to be structurally weak or irreparably damaged (e.g. by a storm or vehicle accident);
 - Hazardous to pedestrians, cyclists or motorists owing to interference with sightlines presented by the tree's alignment or spacing;
 - Affected by road widening, service modification/relocation or other infrastructure works and all other options to retain the tree have been deemed by the City to be unsuitable;
 - Adjacent to an approved development crossover and all other options to retain the tree have been deemed by the City to be unsuitable;
 - Not an approved variety and is unacceptable to the City; or
 - Causing damage to surrounding infrastructure and all options to repair the damage and retain the tree have been deemed unsuitable by the City. In such cases, a qualified Arborist will be engaged to undertake an assessment of the tree and provide recommendations.
- (iv) Owing to the hazardous nature of the task, tree removal shall only be carried out by the City or suitably qualified arborist approved by the City.
- (v) Where a tree is removed, the City will plant a replacement tree of a suitable species as practicably close to the location of the removed tree as part of its annual tree planting program.
- (vi) Where a tree is approved for removal for a subdivision or development, a replacement tree is to be planted by the applicant at their full expense, with the tree species, size and

STREET TREE POLICY

location being determined by the City.

5. Street Tree Protection

- (i) Any person undertaking works on the verge or works that are likely to impact the verge shall take all necessary precautions to ensure a street tree is not damaged during the course of the works.
- (ii) The following measures are to be carried out to provide protection to any affected street tree for the duration of the works –
 - A street tree is not to be pruned, or damaged as a result of the works.
 - Provision of free standing mesh fencing to provide protection to the street tree with due consideration of tree protection zone requirements. This should be a minimum two metres from the base of the street tree unless otherwise approved by the City. The structure must be appropriately braced and regularly checked to ensure it is not creating any hazards and no building materials are to be placed or stored within this area.
 - No excavation works are to be carried out underneath the drip line canopy of a street tree unless approved by the City;
 - The use of appropriately sized machinery to ensure that contact with the canopy of the street tree does not occur.
- (iii) If the protection detailed in clause 5(ii) is unfeasible, the City may request, at the applicants full expense, a report from a suitably qualified Arborist approved by the City to guide management of the tree during the development.

6. Unauthorised Interference, Removal, Pruning or Damage to a Street Tree

- (i) In accordance with the *City of Vincent Local Government Property Local Law 2021* (Part 9), it is an offence to unlawfully damage a street tree.
- (ii) Where a person unlawfully damages a street tree by way of unauthorised pruning, removal, interference or damage, the City may by Notice require that person to pay the cost of repairing the damage or replacing the street tree within a specified timeframe.

7. Street Tree Attachments

- (i) An owner or occupier may on a street tree located on the verge directly in front of their property, install a permissible street tree attachment in accordance with the policy.
- (ii) A permissible street tree attachment may comprise the following–
 - A swing;
 - A rope ladder;
 - A platform / structure (e.g. tree house); and
 - Decoration and lighting.

STREET TREE POLICY

- (iii) A street tree attachment other than a permissible street tree attachment specified in clause 7(ii) may be considered permissible at the discretion of the City in accordance with this Policy.
- (iv) A street tree attachment –
- must not be permanently fixed to a street tree and must not incorporate sharp objects, protrusions or other elements which, in the City's opinion would present a hazard to people or property;
 - must not, in the City's opinion, obstruct or interfere with a clear line of sight for pedestrians, cyclists or motorists; and
 - must not, in the City's opinion, adversely affect the health or structural integrity of the street tree to which they are attached.
- (v) Where a street tree attachment is determined to not meet the requirements of this Policy, the adjacent owner/occupier must remove and/or modify all or part of the street tree attachment to comply with the requirements to the satisfaction of the City.

OFFICE USE ONLY	
Responsible Officer	Please use title only
Initial Council Adoption	DD/MM/YYYY
Previous Title	Applicable if the policy has been renamed
Reviewed / Amended	DD/MM/YYYY
Next Review Date	MM/YYYY

Have your say

SURVEY RESPONSE REPORT

30 November 2023 - 18 January 2024

PROJECT NAME:

Street Tree Policy - Proposed Amendment



Have your say : Survey Report for 30 November 2023 to 18 January 2024

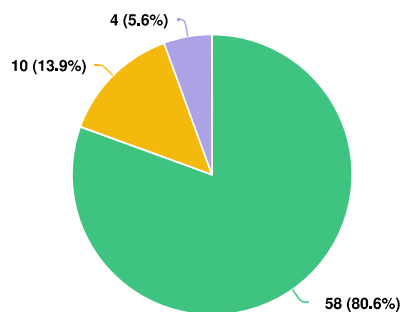


SURVEY QUESTIONS

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

Q1 Are you supportive of the proposed amendments to the Street Tree Policy, including selection and planting preferences, intr...



Question options

● Yes ● No ● Unsure

Mandatory Question (72 response(s))

Question type: Dropdown Question

Have your say : Survey Report for 30 November 2023 to 18 January 2024

Q2 Please take a few moments to tell us why/why not.

Screen Name Redacted

11/30/2023 06:25 PM

Fully support the move to adopt and use native species. It is also worth considering the expansion of the one tree per verge policy to allow two trees where there is space and owner approval to plant a second tree.

Screen Name Redacted

11/30/2023 10:09 PM

Tree selection should preference native Perth region trees to provide for increased foraging for native bird life. Using the same logic there should be variety of tree varieties even in each Street and the verge should be a place to grow larger trees like tuart that are hard for landowners to be able to support themselves in increasingly subdivided lots. Using the trees for recreation is a no brainer and a great positive for Vincent.

Screen Name Redacted

12/01/2023 09:29 AM

Fixing lights to trees has become common. Not only are they put up at Christmas but they are left up all year round and consequently become unfit for use and just present as plastic rubbish left around the trunk.

Screen Name Redacted

12/01/2023 11:05 AM

Selection of native trees is important from a water wise point of view with the exception of the tree that drops the small hard round 'gum nut' type outside but cover. They are dangerous for pedestrians ie like marbles on the ground, result in unnecessary raised verges due to rotting on the grass and building up if not raked up, leave a mess on the foot path and verge. I'm not sure if it's a Box Tree or a Snuff Box Tree. City of Vincent and South Perth have them on the verges. Very annoying and dangerous to walk in the hard round nuts

Screen Name Redacted

12/01/2023 11:43 AM

It will be good to see more diversity of trees and more native trees instead of just more jacarandas.

Screen Name Redacted

12/01/2023 12:55 PM

Very happy to have a tree filled environment but care must be taken with selection and placement. Because a tree is a native species it does not mean it is native to our area. Many trees do not do well. Many trees require more space than a 10 metre by 3 metre verge. Many eastern states insurance companies refuse or load insurance premiums if you have a tree greater in height of a second storey within a certain distance from your boundary. Inability as council restriction on the home owner to "touch" verge trees with council not doing regular inspecting and removal of dead timber or low branches

Have your say : Survey Report for 30 November 2023 to 18 January 2024

	and those encroaching sidewalk. Many sidewalks are completely impeded and you must walk on the road or crouch to transverse. Council should undertake a proactive approach to maintain safe walkways. Many trees have been badly pruned because of the power lines and will never regain their balanced shape. Wrong tree planted in the wrong place. Root invasion into sidewalk paving causing hazard of broken paving and driveway cracking. Council should again undertake a proactive approach to maintain safe injury free pavement. Root invasion on the road by central tree road planting already causing lifting and destroying road base. Who is responsible for ongoing rectification?
Screen Name Redacted 12/02/2023 03:11 PM	It's good, but the preference should be for trees local to the area, not just Australian native.
Screen Name Redacted 12/05/2023 01:31 PM	Native trees need careful selection due to the habit of some with continuous leaf, nuts and branch shedding and some are unsightly. Dangerous and messy. I would prefer fruit trees eg citrus. At least they provide food and look awesome.
Screen Name Redacted 12/05/2023 04:08 PM	New trees should be native, but don't remove existing old trees. Natives trees are great for wildlife, but no point until you finally introduce proper cat laws. Until you do that, you're just feeding native birds to cats.
Screen Name Redacted 12/05/2023 06:47 PM	Happy to have kids playing on the verge. Gives a more community feel.
Screen Name Redacted 12/05/2023 09:30 PM	I support native tree planting
Screen Name Redacted 12/05/2023 11:10 PM	I'm in favour of every verge having a shady tree. Many native trees do not provide shade over the footpaths. It's too hot for many months of the year and Vincent should be promoting people to be active and encourage residence to walk / ride to their local amenities. Verge trees should be shady. Priority should not be given to natives only. Aesthetically streets lined with the same tree look charming and suits the heritage of the area. Mabel street is a great example of shade and lovely trees, attracting many birds too.
Screen Name Redacted 12/06/2023 12:15 AM	Because the City does not actively maintain its current street trees

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

Screen Name Redacted

12/06/2023 02:12 AM

Jacarandas are beautiful but it's important to favour WA natives.

Screen Name Redacted

12/06/2023 08:45 AM

There are both positives and negatives with the proposed amendments. The council cannot consider a focus on native plants whilst at the same time allowing Camphor trees to flourish which subsequently kill native plants. There are numerous Camphor trees around the streets of Vincent which are killing native plants. The intrusive root systems of these trees makes it further difficult for native plants to thrive. The City of Vincent should consider the Q1 literature surrounding Camphor trees and work with residents to remove the Camphor tree and instead focus on planting native trees.

Screen Name Redacted

12/06/2023 04:53 PM

Love the push towards native selections. Permissions for non permanent things seems like a hassle and just one more thing to do.

Screen Name Redacted

12/06/2023 07:53 PM

I fully support the planting of native species as street trees, ones that will provide adequate shade when mature and food/habitat for wildlife. I would like council to go further with compulsory verge tree planting outside residences currently without any to improve green canopy and tackle the real issue of urban heat sinks.

Screen Name Redacted

12/06/2023 09:42 PM

Tree cover is important for shade and animal habitat. Natives are better for native animal species.

Screen Name Redacted

12/07/2023 04:07 AM

Native species will attract native birds, are more drought tolerant and better for waterways than deciduous or introduced species

Screen Name Redacted

12/07/2023 04:28 AM

Native species significantly improve biodiversity, as they provide more food and habitat for native birds and insects, including native bees and butterflies. Our local native birds and insects are not adapted to trees from overseas; so these trees are barren in comparison to natives. Deciduous trees contribute excessive nutrients to receiving wetlands. Their soft leaves decompose readily over a short period. This results in an excessive release of nutrients, causing poor water quality, algal blooms and death and illness of aquatic fauna. Even deciduous trees planted a long way from the nearest wetland can harm our wetlands and waterways via our traditional, piped drainage systems. See Water note 25: The effects and management of deciduous trees on waterways via www.wa.gov.au/government/publications/water-note-25-the-effects-

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

and-management-of-deciduous-trees-waterways Choosing natives may help increase awareness that Perth is within an internationally recognised biodiversity hotspot. Perth is internationally significant because of the huge diversity - with over 8000 species of native plant. It also internationally significant due to continuing loss of remnant vegetation by land clearing. About half of south-west WA's plant species are found nowhere else on earth. The City of Vincent can be a leader, teacher and champion, working towards greater awareness and better urban biodiversity.

Screen Name Redacted

12/08/2023 11:08 PM

I'm OK with the changes - but I have an old tree that drops dangerous nuts all over the pathway - if we don't keep it clean constantly you can slip on them and could really be injured. I have called the council several times and asked for it to be trimmed like the one on the other side of the road. The power line runs through the middle of the tree and only branches near the power line are trimmed whilst the other side is neatly fully trimmed. I pay the same rates I should have the same service - in fact since I renovated in keeping with the character of the house at extensive additional expense - I pay a further 943.00 due to the value of the house. I have been told its the cost as to why my side of the road cannot be fully trimmed. The tree is unwieldy - the amount of nuts on the ground is unsafe - they can get stuck in your shoes and can be all over the inside of the house. If the council will not trim it properly - allow me to when its greens pick up time. I am deeply unsatisfied with how the street looks one side neat and tidy the other side over grown and uneven - please do something about this!

Screen Name Redacted

12/09/2023 01:09 PM

The amendments proposed are vague and don't explain the problems they are seeking to address. I think that the attachments element is OK. I think that the protections, species, purpose, and surrounds requires more thought. Specific situations that should be addressed (in my view): 1. Trees with any type of allergy potential should be excluded from selection. 2. Trees must be selected with consideration for location parameters including: - expected size (including root system) - probability to damage roads, lift paths, interfere with power/public infrastructure/services drop branches. Examples - a. Placing gum trees on a 2-3m wide verge (Chelmsford st) b. Placing Trees under power infrastructure, knowing that they will eventually interfere with power (pick a street). c. Placing Trees near bus stops (eg fitzgerald/chelmsford) causing buses to collide and damage the tree/bus, and obscuring the passengers & drivers view requiring the passenger to hail buses at the last second, and causing secondary traffic hazards. 3. Protections should have reasonable provision for: a. Replacement (Trees can be problematic for many unanticipated reasons), while I'm principle I support /advocate for

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

	<p>protection, it should not be designed as a deterrent and the administrative process should be simple and without expense (outside the activities involved). Council should have provision to assist Large projects like replacing an inappropriately selected Tree. b. Maintenance/pruning provisions should exist and not require administration. Residents should be empowered to maintain Trees with low hanging branches that cross roads and footpaths without constraint. Trees in suburban areas need maintenance, it's inevitable, and the city should not impede (and by extension) carry the burden of minor maintenance. c. Specific complexity for developers just makes what is probably an already necessary step, more costly and ultimately cost end owners or prevent necessary infill development. Just ensure there is a requirement to replace or remedy and make it reasonable, or and form of penalty should have a local area consult, ie, no blanket rule on how to penalise for, what in many situations is an accidental act.</p>
<p>Screen Name Redacted 12/10/2023 05:13 PM</p>	<p>focus on natives is not needed - need best trees regardless of origin - speed of growth, canopy, leaf & bark shedding; water effectiveness</p>
<p>Screen Name Redacted 12/12/2023 06:51 PM</p>	<p>Anything that encourages members of the community to spend time outdoors in nature is a welcome initiative.</p>
<p>Screen Name Redacted 12/15/2023 10:35 AM</p>	<p>Policy amendments look good. I can't see any mention regarding how ratepayers request a tree planting. We have 2 verges where trees have not been planted or have been removed for whatever reason. I'll submit a general request to see if we can have trees planted</p>
<p>Screen Name Redacted 12/17/2023 05:31 AM</p>	<p>I fully support the policy as it is essential street trees are protected and canopy is enhanced to mitigate urban heat and provide resilience to climate change (particularly in light of infill development and loss of trees and gardens in the private space). Preferencing local native trees is supported to improve biodiversity and sense of place. A consideration is how to protect the soil zone around the base of the tree, as compaction and damage to the root zone severely impacts a trees health, longevity, height and canopy size.</p>
<p>Screen Name Redacted 12/17/2023 08:21 PM</p>	<p>I personally know a number of people who prune their street trees and do a MUCH better job than the ridiculous tree loppers hired by the City. In those cases, these good folks should not be penalised for keeping their verge tree healthy and happy. I guess they can't be fined, since your policy only states potential payment for damages,</p>

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

	<p>and there is no damage. How do you deal with that kind of situation?</p> <p>Also, some folks plant (and maintain) useful trees like olive, fig, etc. These offer benefit to all neighbours. This use case is also not mentioned. Finally, the proposed penalty will do absolutely nothing to discourage developers, builders, contractors and tradies from damaging verge trees. Maybe try a fine like \$5,000 plus \$1,000 for every year of the age of the tree? Or more depending on the size of the development. And none of this having-to-catch-them-in-the-act rubbish. That never happens. Make the developer responsible for the state of verge trees in front of their development from the moment they apply for planning approval or, even better, the moment they own the block (just like any other resident).</p>
<p>Screen Name Redacted</p> <p>12/17/2023 10:56 PM</p>	<p>Particularly like the policy of planting native trees and making sure developers take care to protect trees already planted on verges when doing construction.</p>
<p>Screen Name Redacted</p> <p>1/02/2024 09:05 AM</p>	<p>I think it is important to active our streets. And to monitor plants selection.</p>
<p>Screen Name Redacted</p> <p>1/02/2024 09:14 AM</p>	<p>Enjoy swings etc on verge for community feel / enhancement</p>
<p>Screen Name Redacted</p> <p>1/02/2024 09:41 AM</p>	<p>Love the swings on the verges. Creates a community with kids playing out the front of houses</p>
<p>Screen Name Redacted</p> <p>1/02/2024 09:41 AM</p>	<p>A verge can become an extension of the home owners garden by enhancing an under utilised space. I would like to see more endemic species planted and a replacement program of the infamous Queensland Box Tree.</p>
<p>Screen Name Redacted</p> <p>1/02/2024 09:46 AM</p>	<p>The Council can't dictate tree requirements when they refuse to properly maintain the trees. You can't have it both ways. The tree at front of my house constantly drops FULL BRANCHES and hangs over my property. I have asked the Council to properly prune but you refuse to.</p>
<p>Screen Name Redacted</p> <p>1/02/2024 10:04 AM</p>	<p>It makes the streets more vibrant and fun, and brings community into the shared areas.</p>
<p>Screen Name Redacted</p>	<p>Jacarandas should be an option to be in keeping with lots of other</p>

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

1/02/2024 10:22 AM

trees in the City.

Screen Name Redacted

1/02/2024 11:04 AM

I love that my suburb is filled with trees, and the verge swings and ladders are great for local children

Screen Name Redacted

1/02/2024 11:08 AM

I fully support the proposed amendments to the Street Tree policy. The proposed changes continue the City's sensible approach to managing street trees and citizen stewardship of their verges. The abundance of adopted verges and play equipment on street trees is one of the great features of living in Vincent - it supports social interaction between neighbours and also helps slow traffic through the actual or perceived presence of children on the street. More local government's should be following Vincent's lead in this space. Keep up the great work!

Screen Name Redacted

1/02/2024 12:38 PM

It's great to see kids playing on the tree attachments, makes the neighbourhood feel very welcoming and family friendly. I also feel these attachments help people meet more local neighbours and is good for the community!

Screen Name Redacted

1/02/2024 01:39 PM

We need to do more to protect trees and reintroduce natives

Screen Name Redacted

1/02/2024 02:05 PM

Keeps the streets nice and family friendly

Screen Name Redacted

1/02/2024 02:14 PM

It is important to maintain a green streetscape. Areas devoid of trees retain too much heat and appear barren

Screen Name Redacted

1/02/2024 02:18 PM

It's really important to maintain and improve the trees in our area. And it's great that families have the freedom to use their street trees for their kids

Screen Name Redacted

1/02/2024 02:30 PM

Preference for native trees is a must

Screen Name Redacted

1/02/2024 03:27 PM

We love a street with swings in their trees. What a great use of them to promote community spirit. Not everyone had a mature tree in their backyard so this is great.

Have your say : Survey Report for 30 November 2023 to 18 January 2024

Screen Name Redacted 1/02/2024 03:27 PM	I said yes to question 1. hesitantly as no list of preferred species was in the Street Tree Policy. Definite lack of detail - not transparent public consultation. I would like to have seen a commitment to a target number of trees planted in the winter season. I would like to have seen a database of identified planting locations even if it were 1 per dwelling, 1 per rateable premises I find the Street Tree Policy lacking in any real detail of a 'forward plan' thus lacking in substance of meaning. Are medium strips included?
Screen Name Redacted 1/02/2024 04:18 PM	This is very important - "Introduction of street tree protection requirements for developers and landowners carrying out works on or next to the verge area" Our neighbour recently added a second story extension by "Nexus Homes" and the damage caused to the very healthy verge tree during the process was sad to see. In saying that I have observed other developers protect verge trees by installing plastic cages around the trees etc to protect them It would be greta if this clause was included to make these developers accountable for their actions eg fines
Screen Name Redacted 1/02/2024 06:51 PM	Support trees being retained as long as it's not used as an excuse to increase housing density. Less keen about permission being required for play equipment to be attached
Screen Name Redacted 1/02/2024 06:51 PM	Native trees create the perfect avenue for the spread of fire in our suburbs. Stop finding more ways to hinder development, owners choices and get back to Council core responsibilities being roads, rubbish and rates (reduction)
Screen Name Redacted 1/02/2024 07:09 PM	I love being able to have a swing on the verge bottlebrush. My kids are too big for it these days, but our footpath friends all know their kids are welcome to use it ☺ in my opinion it's another way to build a spirit of community. I'd love even more native trees as verge trees (no box trees or (evil) Robinias please!! 😊
Screen Name Redacted 1/02/2024 09:22 PM	We have a young child and enjoy having a swing on our verge.
Screen Name Redacted 1/02/2024 10:45 PM	Happy with natives, happy with swings etc. BUT all none native species should be allowed to be removed and changed to natives OR fruit trees, Olives, oranges, berries figs etc. If builders kill or damage trees and this includes, Western Power, Gas, Water Corp and NBN then remove and replace with natives or fruit trees.

Have your say : Survey Report for 30 November 2023 to 18 January 2024

Screen Name Redacted

1/02/2024 10:57 PM

Street tree attachments add to the charm of the area.

Screen Name Redacted

1/03/2024 09:18 PM

I think swings on verges encourage children to go outside and play. I prefer native trees because they support local wildlife, provided they also have a big enough canopy.

Screen Name Redacted

1/04/2024 02:38 AM

I love that tree houses and swings are on our street verges. It says as a community we honour and respect childhood. I would like to see consistency in street trees as it is more aesthetically pleasing than different varieties in a street.

Screen Name Redacted

1/04/2024 09:05 PM

Playing out in your local neighbourhood is a vital step in children developing a relationship and therefore care of their natural environment and neighbourhoods. It's is an important factor in developing independent mobility. Any incidental opportunities that allow for unstructured play around neighbourhood streets encourages this and more. For more information refer to the 1000 streets project by Play Australia and the City of Vincent's own Play street (Rae street) pilot project.

Screen Name Redacted

1/06/2024 04:47 PM

Street trees are not only beautiful, they provide habitat for birds and insects, provide shade and offset some of the carbon in our atmosphere. The more native street streets, the better!

Screen Name Redacted

1/07/2024 03:59 PM

Better for wildlife, water conservation, waterways including river because of deciduous, show pride in being Oz rather than foreign locality

Screen Name Redacted

1/08/2024 06:14 PM

Along with removal of overground power, a focus on improving canopy coverage will greatly improve the streetscape of the city.

Screen Name Redacted

1/11/2024 08:11 AM

Important to our urban ecology that we have species native to our local area that can withstand our climate and are food sources to local wildlife/insects. Tree canopy needs to increase to help keep our suburbs cool.

Screen Name Redacted

1/11/2024 08:23 AM

I would like to see a greener suburb but with more consistent planting that enhance the suburb rather than what seems a scatter gun approach to tree selection. In some cases i would like the council to

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

invest in replanting in different street to gain more consistency.

Screen Name Redacted

1/11/2024 10:27 AM

We need to preserve existing coverage and expand coverage of trees particularly in hot spots (eg Brisbane St between Stirling and Pier). The shift to natives is good but if smaller trees, closer planting is required to get the benefit. Canopy provides cooling which make streets more attractive for playing, walking and cycling.

Screen Name Redacted

1/11/2024 11:55 AM

I like trees! But, I think the council should take more care in what is planted, you say natives, like Queensland Box!! When selecting you should make sure the leaf drop is at a minimum. I live in a street that FLOODS and the drains are blocked and not maintained enough, there are Box trees and many natives in the nearby park, the leaf drop is a huge problem and the maintenance that goes with trees is not enough, thus impacting on homes nearby when drainage is inadequate.

Screen Name Redacted

1/11/2024 01:35 PM

agree with the 75% requirement for native trees.

Screen Name Redacted

1/12/2024 07:30 AM

I mostly agree with all of amendment, however in some circumstances when planting in parks to replace old trees etc I think some non native that grow quickly and provide a much wider canopy should be considered aswell as native trees. Trees that match up to growing conditions in our climate. A lot of native trees do not have that wonderful wide spreading canopy.

Screen Name Redacted

1/12/2024 09:54 AM

I fully support the selection of native trees for streets. In addition I would like to see the incentivisation for planting out of paved verges, fines or disincentives for removing or damaging street trees and a more sympathetic approach to tree pruning.

Screen Name Redacted

1/14/2024 01:47 PM

Preference for planting native trees: I think non-native species of trees have much to offer and should be considered for street trees: Shade in summer is often much denser and more cooling for introduced species; and deciduous ones the let light in in winter and this means houses and gardens are then less dingy. Some introduced species of trees seem to be doing well in the Perth climate. Some are also beautiful - a street full of flowering Jacarandas is very attractive and give the street a character which appeals to people. Some of the narrow streets might benefit from smaller trees also the big trees block out the view to sky from the house. If it is native trees, please consider the beautiful flowering species such as the red and pink

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Have your say : Survey Report for 30 November 2023 to 18 January 2024

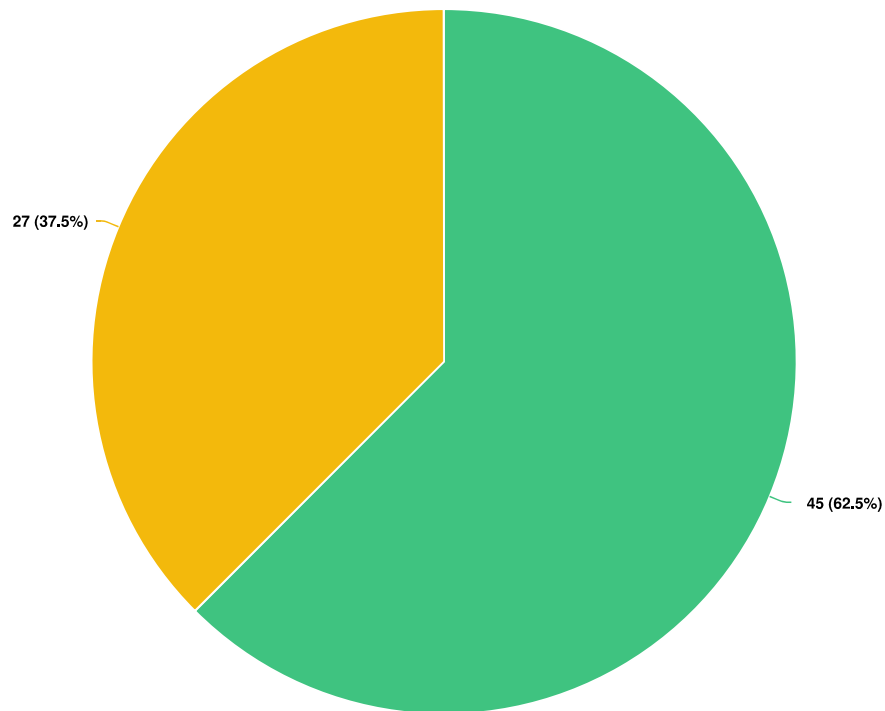
flowering gums.

Optional question (66 response(s), 6 skipped)

Question type: Essay Question

Have your say : Survey Report for 30 November 2023 to 18 January 2024

Q3 Would you like to be kept updated on this Policy?



Question options

● Yes ● No

Mandatory Question (72 response(s))

Question type: Dropdown Question

STREET TREE POLICY

Guidelines and Procedures

INTRODUCTION

Management of the City's street trees is an extensive and complicated operation. Council's Street Tree Policy provides the overarching principles for the City's management of its street tree inventory. To assist in maintaining and enhancing canopy, the below guidelines have been developed to ensure both new and existing street trees can be managed effectively and efficiently for the benefit of current and future residents.

STREET TREE REQUESTS

All requests for street tree planting, maintenance or inspection should be made in writing to mail@vincent.wa.gov.au or via the City's website [Trees » City of Vincent](#)

STREET TREE PLANTING

The City shall undertake tree planting on streets as part of its scheduled street tree planting program in accordance with the objectives and actions outlined in Council's adopted Greening Plan. Tree planting will usually occur May to September each year (subject to weather and prevailing conditions).

Resident requests for new or additional street will also be considered with planting to be carried out as part of the City's scheduled planting program.

For scheduling purposes, resident requests should be made prior to September each year to enable inclusion in the following planting season.

Street Tree Placement

Street trees shall be planted:

- To provide continuity of canopy coverage with a minimum of one tree per property verge.
- At no less than 5 metre centres (spacings to be dependent upon species type and specific locations).
- To ensure unobstructed sight lines and the safe passage of pedestrians, cyclists and motorists.

Variations under exceptional circumstances shall be at the discretion of the Manager Parks.

Street Tree Selection

Street tree species shall be selected to:

- Provide maximum canopy coverage. Where feasible, larger growing species will be preferred due to their increased contribution to canopy coverage.
- Achieve an annual target of 75% new planting across City owned or managed land being native tree species.

STREET TREE POLICY

Guidelines and Procedures

- Enhance streetscape species diversity to improve the resilience of the urban forest against current and future threats including climate change and pest and diseases.
- Provide continuity of existing streetscape maintenance requirements.
- Selected species to be suitable for location and surrounding infrastructure.

Street tree species selection shall be determined by the City with specific species requests from residents considered in accordance with the Street Tree Policy and these guidelines.

Street Tree Planting

When planting street trees, the following process will be undertaken:

- Seasonal weather conditions and forecasts will be assessed to maximise planting success.
- Sites to be visually inspected by City staff to ensure suitability of location and selected species.
- For streetscape planting projects, resident will be notified via Information Bulletin a minimum of two (2) weeks prior to tree planting.
- All suitable sites are to be planted ensuring continuity of canopy. In general, a minimum one (1) tree per standard residential property (10m frontage), where practicable.
- Trees to be double staked, tied and heavily mulched around base into a bowl.
- The City shall undertake the watering of all new street trees, as and when required, until the trees are established. Ongoing watering shall be undertaken where feasible, subject to weather conditions.
- Residents/occupants are encouraged to water the adjacent street tree during the establishment period and during summer if required.

Unauthorised Or Inappropriate Street Tree Planting

Where an unauthorised street tree planting is identified, the City shall determine whether the planting can be retained and whether it conforms to the City's planting guidelines and species choice.

Where the planting is of a recent origin and the tree is an appropriate species and suitable for transplanting, but on the wrong alignment or spacing, the City shall appropriately relocate the tree after the resident has been notified.

Where the planting is of a recent origin but is an inappropriate species, the resident shall be given the option of relocating the tree onto private property prior to the City considering its removal and replacement.

Where the inappropriate planting is more established, and unsuitable for transplanting, the tree will be removed by the City after the resident has been notified of the City's intent.

STREET TREE PRUNING AND MAINTENANCE

The City is responsible for the pruning and ongoing maintenance of all street trees. The City's scheduled street tree pruning program usually occurs June – December each year.

STREET TREE POLICY

Guidelines and Procedures

Tree pruning shall be undertaken in accordance with the Street Tree Policy to address one or more of the following requirements:

- Clear the canopy from interference with overhead powerlines in accordance with Western Power [Guidelines for the Management of Vegetation Near Powerlines](#)
- Clear the canopy from other essential services, nearby infrastructure (such as buildings or structures) and remove any low growing branches considered hazardous to pedestrians, cyclists or motorists.
- Remedial prune to form the tree shape, encourage new growth and remove dead, dying or diseased branches that are determined by the City to be hazardous.
- Prune the tree back to the property line. Note that this is only carried out upon request for the adjacent landowner/occupier.

Ongoing street tree maintenance in respect to watering and pest and disease management will be undertaken with an assessment of priorities, risk and Arborist assessment where required.

Street Tree Pruning – Residential Requests

Residents may contact the City to request specific pruning of a street tree. All requests will be registered and if required, inspected by a Parks Officer, or City contractor.

Specific requests for tree pruning will be carried out as part of the scheduled Street Tree Pruning Program unless deemed hazardous by the City, in which case, works will be programmed as soon as practical to remove the hazard.

Pruning requests will be assessed in accordance with the Street Tree Policy. Instances where requests for tree pruning will typically **not be approved** by the City include:

- Reducing the height of trees not located under powerlines.
- Reducing the height or crown thinning of trees to improve light penetration or reduce shading to properties.
- Reducing the canopy of trees to reduce leaf/fruit drop.
- Pruning trees back further than the property line.
- Pruning of trees to improve visibility of advertising (e.g. billboards)
- Pruning of trees to maintain or restore views from property.

Property Line Pruning

All requests for property line pruning must be made in writing before the end of July to be actioned in the following pruning season – typically June-December each year.

Requests must be made on an annual or as required basis. Property line pruning will not take place without a written request made in time for the upcoming season.

Where possible, trees are to be pruned back to the boundary line of the property and no further. In some instances, it may not be possible to clear all overhanging branches/vegetation owing to the size or shape of the tree. In such instances, trees will be pruned back as close as practicable to the property line whilst ensuring the tree canopy remains balanced and structural integrity of the tree is uncompromised.

STREET TREE POLICY

Guidelines and Procedures

Tree Pruning Disposal

Wherever possible, the green waste generated from tree pruning activities within the City shall be chipped/mulched.

Mulch generated from pruning activities shall be used for various parks projects or stockpiled at a City community mulch pile.

Mulch at a community mulch pile is provided free to the community and generally accessible at all times. Residents are required to load and transport their own mulch and the quality and quantity of the mulch will vary due to variety and condition of trees pruned.

Only the City or its contractors are permitted to deposit mulch at a community mulch pile, or on land controlled or managed by the City of Vincent.

STREET TREE REMOVAL

All requests for tree removal are to be made in writing, and will be considered the Manager Parks in accordance with the Street Tree Policy and assessment of the following criteria:

- Safety/health/condition tree
- Value of the tree in streetscape/landscape
- Potential for significant damage to persons or property
- History of requests and associated actions

Where practicable, adjacent residents will be provided notice in writing of the intention and reasons for impending tree removal.

If practicable, the City will plant a replacement tree of a suitable species as close as possible to the location of a removed tree. Replacement tree planting works will be undertaken as part of the City's scheduled tree planting program.

Street tree removal requests and their outcome will be included in a quarterly register presented in the Council Information Bulletin.

Circumstances Where Street Trees Will Not Be Removed

The City considers the following reasons not acceptable for the removal of street trees:

- the tree obscures or potentially obscures views (other than traffic/pedestrian sight lines).
- the tree variety is disliked.
- the tree variety causes nuisance by way of leaf, fruit and/or bark shedding, animal/bird/insect habitat or similar.
- the tree causes allergy and/or health problems.
- the tree is in the way of a non-essential crossover or verge paving option.
- the tree shades private gardens/solar panels

STREET TREE POLICY

Guidelines and Procedures

Unauthorised Interference, Removal, Pruning or Damage to a Street Tree

In accordance with the Street Tree Policy, it is an offence to unlawfully damage a street tree.

In instances where a tree has been unlawfully damaged, the City may display vandalised tree signage adjacent to such tree, to notify the public of the cause of damage.

STREET TREES PROTECTION ADJACENT TO DEVELOPMENTS

Any person undertaking works on a verge or works that are likely to impact the verge must ensure that street tree protection measures are carried out in accordance with the Street Tree Policy.

Street Trees Adjacent to Crossovers

The retention of street trees will take precedent over any landowner intent or desire to remove a street tree to accommodate a new or revised crossover. The City will require all options and efforts to be exhausted to ensure new or revised crossovers protect and preserve street trees.

The following shall apply to street trees adjacent to developments:

- In instances where tree retention is not feasible and removal has been approved by the City, the owner/developer of the adjacent property is required to pay (prior to removal) for a replacement tree to the City's requirements.
- New or revised crossovers shall be located a minimum of 1.0 metre from a street tree. Reduction to 0.5 metre may be considered, depending on availability of alternatives, tree species and location, sight lines and traffic safety.
- Where a person unlawfully damages a street tree by way of unauthorised pruning, removal, interference or damage, the City may by Notice require that person to pay the cost of repairing the damage or replacing the street tree within a specified timeframe.

STREET TREE ATTACHMENTS

An owner or occupier of land which abuts a verge may install a permissible street tree attachment on a street tree located on the verge directly in front of their property. Permissible street tree attachment include:

- Swings and rope ladders
- Platform / structure (e.g. tree house)
- Decoration and lighting

The City has developed the following guidelines to support residents in maximising the use of the verge by permitting safe, useful, recreational attachments to street trees.

- Street tree attachments must be setback from and provide clear access to any infrastructure or services located on the verge.
- All materials used as part of the installation are to be kept in good condition.
- All ropes or attachments around tree branches should be fitted as to prevent strangulation

STREET TREE POLICY

Guidelines and Procedures

- and eventual decline in the tree's health and vigour.
- Street tree attachments are to be fitted to tree branches of safe and suitable dimensions.
- Platforms/Structures are not permitted in street trees located under power lines.
- Street tree attachments must be constructed of durable material, securely installed and so that scheduled pruning requirements can be undertaken where required.
- Street Tree Attachments must provide a minimum 0.5 metre setback from the face of the kerb.
- Only solar lighting is permitted to be attached to street trees.
- Street Tree Attachments shall not swing or protrude into and must not be able to swing or protrude into the space immediately above any road carriageway or path for pedestrians or cyclists.
- Residents must ensure that the tree remains healthy and attachments are well maintained.
- Residents must ensure any tools and materials are removed from the verge after the works are completed.

The below considerations have been developed to assist residents with installing street tree attachments:

- It is recommended that residents discuss the proposal with neighbours to identify any potential issues that may arise as a result of installing the street tree attachments.
- The City will not accept liability for any loss, injury, damage or impact caused to persons or property as a result of a resident's private installation of a street tree attachment.
- The City will not accept liability for any loss, damage or removal that occurs to street tree attachments as part of the City's ongoing street tree maintenance program.
- The City reserves the right to remove a street tree attachment at any time.
- When installing Street Tree Attachments to trees in proximity to Western Power infrastructure, it is recommended to contact Western Power on 13 10 87 or enquiry@westernpower.com.au to determine appropriate clearances.

Any other attachment maybe considered permissible at the discretion of the City subject to a visual inspection of the tree by City staff or qualified arborist and the trees health and structural integrity is not compromised.

PSHB AND OTHER PESTS AND DISEASES

The City recognises the importance of street tree selection to increase canopy and streetscape diversity to ensure resilience against pests, diseases and other environmental threats.

The City of Vincent is working with the Department of Primary Industries and Regional Development's (DPIRD) to help stop the spread of the invasive pest, Polyphagous Shot-Hole Borer (PSHB). PSHB is a serious biosecurity matter across the Perth metropolitan area.

The primary source of information on PSHB is the [DPIRD website](#).

7 COMMUNITY & BUSINESS SERVICES

7.1 FINANCIAL STATEMENTS AS AT 31 MARCH 2024

Attachments: 1. Financial Statements as at 31 March 2024  

RECOMMENDATION:

That Council **RECEIVES** the Financial Statements for the month ended 31 March 2024 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 31 March 2024.

DELEGATION:

Regulation 34 (4) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, which is to be presented to Council within 2 months after the end of the relevant month.

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 March 2024**:

Note	Description	Page
1.	Statement of Financial Activity by Nature or Type Report	1
2.	Net Current Funding Position	2
3.	Statement of Financial Position	3
4.	Summary of Income and Expenditure by Service Areas	4-6
5.	Capital Expenditure including Funding graph and Capital Works Schedule	7-14
6.	Cash Backed Reserves	15
7.	Receivables: Rates and Other Debtors	16
8.	Beatty Park Leisure Centre Financial Position	17-18

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 2023/2024 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 March 2024 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 \$941,387 (1.5%). The following items materially contributed to this position:

- A favourable variance of \$666,594 in Fees and Charges mostly due to:
 - \$265,705 favourable car parking revenue,
 - \$244,848 favourable Beatty Park admission, enrolment fee, membership, and merchandise income,
 - \$83,095 favourable statutory planning services mostly due to development application fees.
- A favourable variance in Interest earnings of \$861,440 mostly due to higher-than-expected interest rates, higher cash balances and a timing variance.
- A favourable variance in Rates of \$38,229 due to a timing variance.
- An unfavourable variance in Profit on Disposal of Assets of \$566,391 due to the timing of vehicle and truck disposals.
- An unfavourable variance in Operating grants, subsidies, and contributions of \$60,298 due to a timing variance.

Expenditure by Nature or Type (on page 1) is favourable, attributed by an under-spend of \$1,722,675 (3.2%). The following items materially contributed to this position:

- \$1,926,756 favourable Materials and Contracts mainly due to timing variances.
- \$277,746 favourable Employee related costs mostly due to timing variances.
- \$53,410 favourable Interest expenses due to timing variances and additional loan payments.
- \$51,020 favourable Utility charges due to timing variances.
- \$482,286 unfavourable depreciation expense due to timing variances.

Surplus Position – Year End 2022/23

The surplus position brought forward to 2023/24 is \$9,050,809 as per the audited financial statement for financial year ended 30 June 2023.

Content of Statement of Financial Activity

An explanation of each report in the Statement of Financial Activity (**Attachment 1**), along with some commentary, is below:

1. Statement of Financial Activity by Nature or Type Report (Note 1 Page 1)
This statement of financial activity shows revenue and expenditure classified by Nature or Type.
2. Net Current Funding Position (Note 2 Page 2)
'Net current assets' is the difference between the current assets and current liabilities, less committed and restricted assets.
3. Statement of Financial Position (Note 3 Page 3)
This statement of financial position shows the new current position and the total equity of the City.
4. Summary of Income and Expenditure by Service Areas (Note 4 Page 4-6)
This statement shows a summary of operating revenue and expenditure by service unit including variance commentary.
5. Capital Expenditure and Funding Summary (Note 5 Page 7-14)
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 6 Page 15)
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 March 2024 is \$20,478,979.

6. Receivables: Rating Information (Note 7 Page 16)

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

The outstanding rates debtors balance at 31 March 2024 was \$3,189,304, excluding deferred rates of \$141,838. The outstanding rates percentage at 31 March 2024 was 6.12% compared to 5.39% for the same period last year.

7. Receivables: Other Debtors (Note 7 Page 16)

Total trade and other receivables at 31 March 2024 were \$3,275,598.

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

- \$1,370,394 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.
- \$188,094 relates to cash-in-lieu of car parking debtors. In accordance with the *City's Policy 7.7.1 Non-residential parking*, Administration has entered into special payment arrangements with long outstanding cash in lieu parking debtors to enable them to pay their debt over a fixed term of five years.

8. Beatty Park Leisure Centre – Financial Position report (Note 8 Page 17-18)

As at 31 March 2024, the Centre's operating surplus position was \$1,134,816 (excluding depreciation) compared to the prior YTD surplus amount of \$948,181. The surplus is predominantly driven by Health and Fitness memberships, group fitness and retail shop income.

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 MARCH 2024



CITY OF VINCENT

	Note	Revised Budget 2023/24	YTD Budget 31/03/2024	YTD Actual 31/03/2024	YTD Variance	YTD Variance
		\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)		9,050,809	9,050,809	9,050,809	0	0.0%
Revenue from operating activities						
Rates		42,322,811	42,252,811	42,291,040	38,229	0.1%
Operating Grants, Subsidies and Contributions		979,697	172,078	111,780	(60,298)	-35.0%
Fees and Charges		22,913,886	17,798,630	18,465,224	666,594	3.7%
Interest Earnings		2,063,000	1,330,752	2,192,192	861,440	64.7%
Other Revenue		1,372,467	1,091,817	1,093,630	1,813	0.2%
Profit on Disposal of Assets		3,328,765	704,109	137,718	(566,391)	-80.4%
		72,980,626	63,350,197	64,291,584	941,387	1.5%
Expenditure from operating activities						
Employee Costs		(31,460,779)	(22,947,116)	(22,669,370)	277,746	-1.2%
Materials and Contracts		(24,263,236)	(17,863,906)	(15,937,150)	1,926,756	-10.8%
Utility Charges		(1,911,455)	(1,432,906)	(1,381,886)	51,020	-3.6%
Depreciation on Non-Current Assets		(13,175,331)	(9,523,106)	(10,005,392)	(482,286)	5.1%
Interest Expenses		(474,749)	(372,157)	(318,747)	53,410	-14.4%
Insurance Expenses		(705,104)	(578,373)	(603,144)	(24,771)	4.3%
Other Expenditure		(820,284)	(670,379)	(705,772)	(35,393)	5.3%
Loss on Disposal of Assets		(47,335)	(47,335)	(91,142)	(43,807)	92.5%
		(72,858,273)	(53,435,278)	(51,712,603)	1,722,675	-3.2%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	(26,445)	(26,445)	0.0%
Add Back Depreciation		13,175,331	9,523,106	10,005,392	482,286	5.1%
Adjust (Profit) Loss on Asset Disposal		(3,281,430)	(656,774)	(46,576)	610,198	-92.9%
		9,893,901	8,866,332	9,932,371	1,066,039	12.0%
Amount attributable to operating activities		10,016,254	18,781,251	22,511,352	3,730,101	19.9%
Investing Activities						
Non-operating Grants, Subsidies and Contributions		4,098,044	3,531,130	797,733	(2,733,397)	-77.4%
Purchase Property, Plant and Equipment	4	(9,862,282)	(7,788,649)	(4,144,404)	3,644,245	-46.8%
Purchase Infrastructure Assets	4	(9,574,919)	(7,781,285)	(3,534,212)	4,247,073	-54.6%
Proceeds from Joint Venture Operations		2,500,000	1,111,104	1,111,104	0	0.0%
Proceeds from Disposal of Assets		1,837,538	1,713,000	1,089,179	(623,821)	-36.4%
Amount attributable to investing activities		(11,001,619)	(9,214,700)	(4,680,600)	4,534,100	-49.2%
Financing Activities						
Principal elements of finance lease payments		(95,000)	(72,000)	(43,836)	28,164	(39.1%)
Repayment of Loans		(2,949,850)	(1,371,649)	(1,371,483)	166	0.0%
Transfer to Reserves	5	(10,078,654)	(4,987,013)	(6,468,128)	(1,481,115)	29.7%
Transfer from Reserves	5	5,711,943	4,279,365	3,182,792	(1,096,573)	-25.6%
Amount attributable to financing activities		(7,411,561)	(2,151,297)	(4,700,655)	(2,549,358)	118.5%
Closing Funding Surplus(Deficit)		653,883	16,466,063	22,180,906	5,714,843	34.7%

CITY OF VINCENT
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
NOTE 2 - NET CURRENT FUNDING POSITION
FOR THE PERIOD ENDED 31 MARCH 2024



CITY OF VINCENT

	Note	YTD Actual	PY Actual
		31/03/2024	31/03/2023
		\$	\$
Current Assets			
Cash Unrestricted		21,961,399	25,527,206
Cash Restricted		20,478,979	14,895,752
Receivables - Rates	6	3,189,304	2,506,571
Receivables - Other	6	3,275,598	3,621,820
Inventories		1,411,218	1,466,963
		<u>50,316,498</u>	<u>48,007,312</u>
Less: Current Liabilities			
Payables		(4,512,029)	(8,261,166)
Provisions - employee		<u>(5,316,885)</u>	<u>(5,300,698)</u>
		<u>(9,828,914)</u>	<u>(13,561,864)</u>
Unadjusted Net Current Assets		40,487,584	34,445,448
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	5	(20,478,979)	(14,895,752)
Less: Land held for sale		(1,143,517)	(1,251,293)
Add: Current portion of long term borrowings		1,629,847	1,498,156
Add: Infringement Debtors transferred to non current asset		1,625,260	1,293,417
Add: Current portion of long term finance lease liabilities		60,722	0
		<u>(18,306,667)</u>	<u>(13,355,472)</u>
Adjusted Net Current Assets		22,180,917	21,089,976



CITY OF VINCENT

CITY OF VINCENT
NOTE 3 - STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MARCH 2024

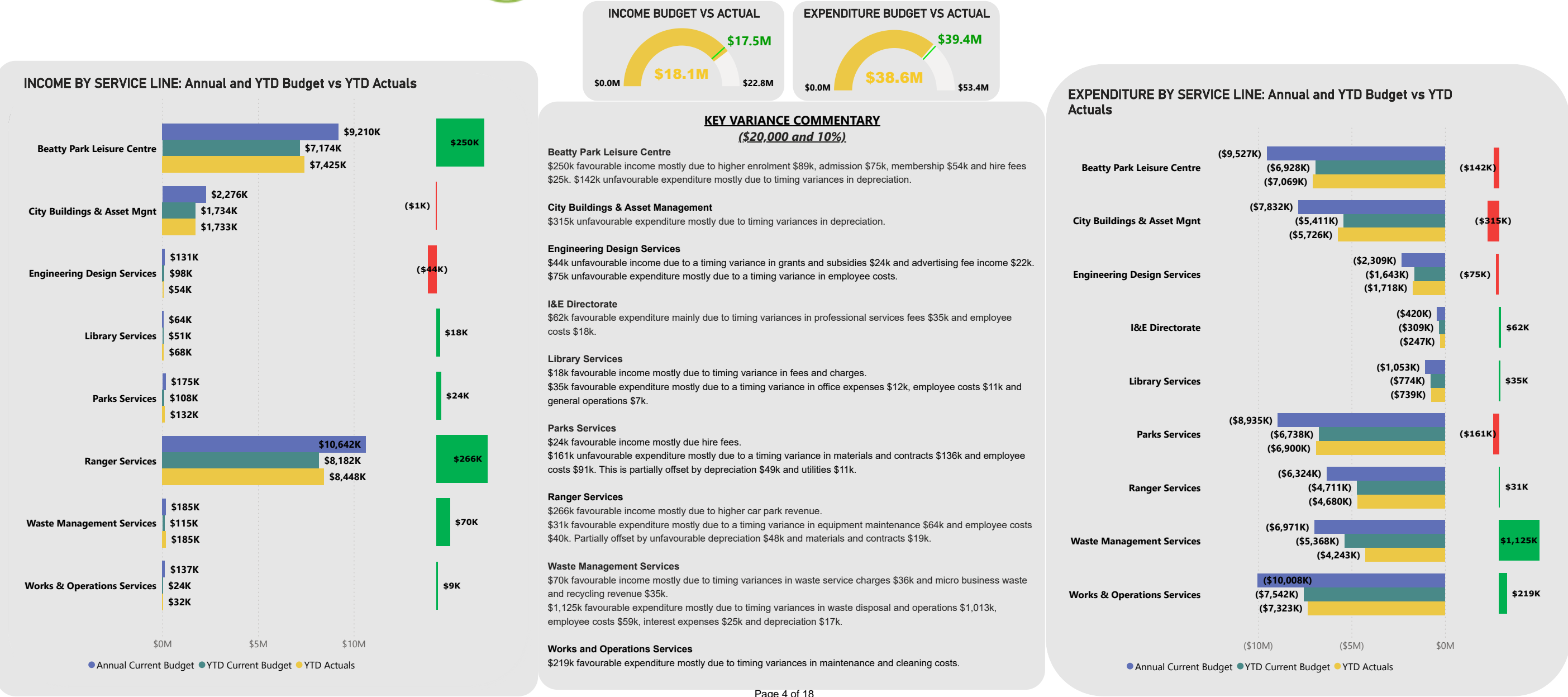
	Note	YTD Actual	PY Actual
		31/03/2024	30/06/2023
		\$	\$
Current Assets			
Cash Unrestricted		21,961,399	15,276,625
Cash Restricted		20,478,979	17,193,643
Receivables - Rates	6	3,189,304	752,833
Receivables - Other	6	3,275,598	4,873,482
Inventories		1,411,218	1,331,138
Total Current Assets		50,316,498	39,427,722
Non-Current Assets			
Receivables - Rates		157,828	536,755
Receivables - Other		1,363,614	2,324,614
Inventories		41,986	41,986
Investment in associate		13,712,893	14,962,895
Property, plant and equipment		250,025,650	251,184,398
Infrastructure		146,950,225	147,996,166
Right of use assets		94,985	0
Intangible assets		31,908	127,197
Total Non-Current Assets		412,379,089	417,174,011
Total Assets		462,695,587	456,601,733
Current Liabilities			
Payables		(4,512,029)	(10,176,245)
Provisions - employee		(5,316,885)	(5,525,851)
Total Current Liabilities		(9,828,914)	(15,702,095)
Non-Current Liabilities			
Borrowings		(10,139,839)	(11,475,705)
Employee related provisions		(466,430)	(538,130)
Total Non-Current Liabilities		(10,606,269)	(12,013,835)
Total Liabilities		(20,435,183)	(27,715,930)
Net Assets		442,260,404	428,885,803
Equity			
Retained Surplus		(121,023,220)	(110,933,953)
Reserve Accounts		(20,478,979)	(17,193,645)
Revaluation Surplus		(300,758,205)	(300,758,205)
Total Equity		(442,260,404)	(428,885,803)

CITY OF VINCENT

NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE

INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE

AS AT 31 MARCH 2024



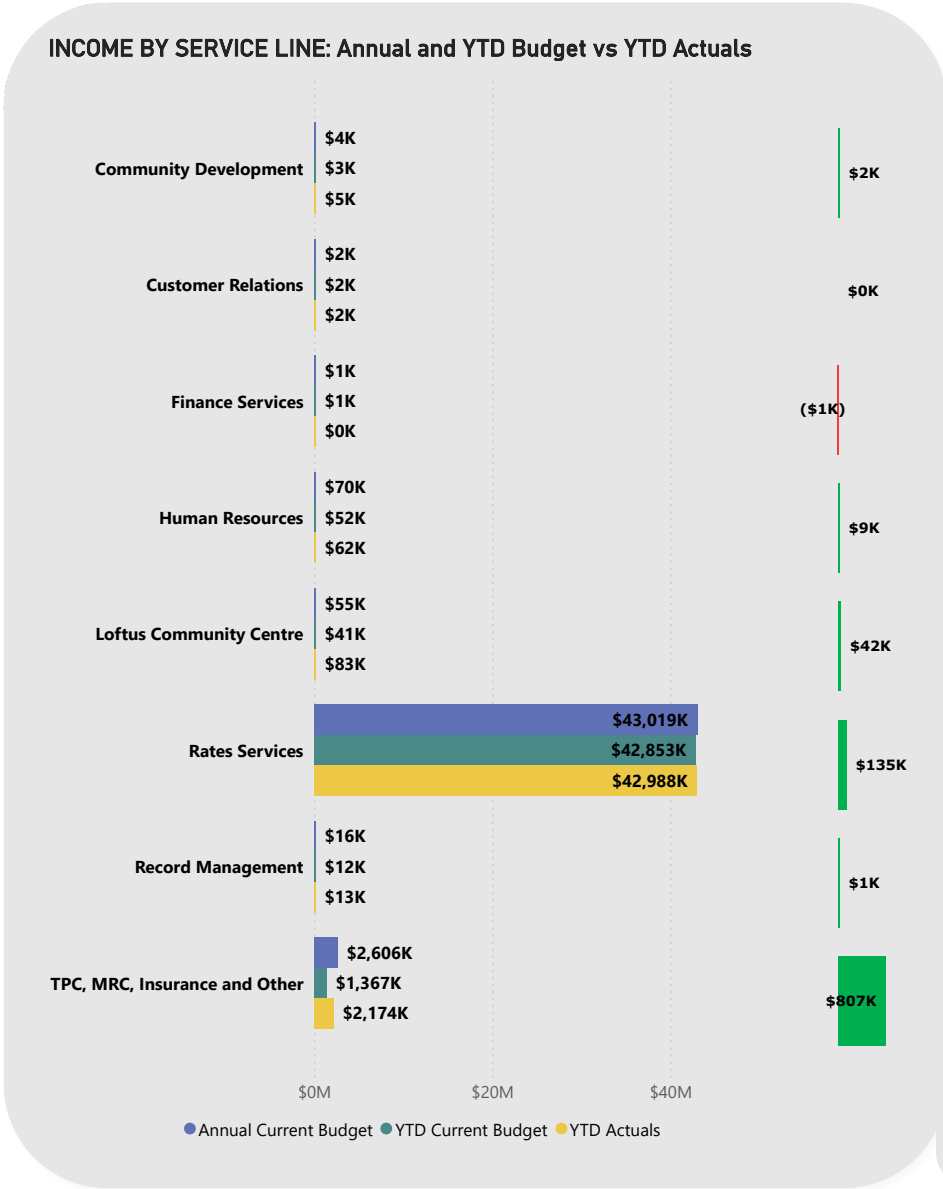
CITY OF VINCENT

NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE

COMMUNITY & BUSINESS SERVICES DIRECTORATE

OFFICE OF THE CEO

AS AT 31 MARCH 2024



INCOME BUDGET VS ACTUAL

\$45.3M vs \$44.3M

EXPENDITURE BUDGET VS ACTUAL

\$9.6M vs \$9.7M

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

CBS Directorate
\$180k favourable expenditure due to lower employee costs as a vacant position is to be filled.

Community Development
\$36k unfavourable expenditure mostly due to timing variances in employee costs.

Customer Relations
\$32k favourable expenditure mostly due to timing variances in employee costs.

Finance Services
\$225k favourable expenditure due to timing variance in debt written off expenditure \$120k, employee costs \$82k, office expenses \$12k and professional services \$10k.

Human Resources
\$277k favourable expenditure due to timing variance employee costs \$240k and professional services fees \$34k.

Information Communication and Technology
\$695k unfavourable expenditure mostly due to timing variances in software license fees \$431k and professional services fees \$311k, partially offset by favourable employee costs \$49k.

Loftus Community Centre
\$42k favourable income due to timing variance of hire fees income.

Marketing and Communications
\$96k favourable expenditure mostly due to timing variances in employee costs.

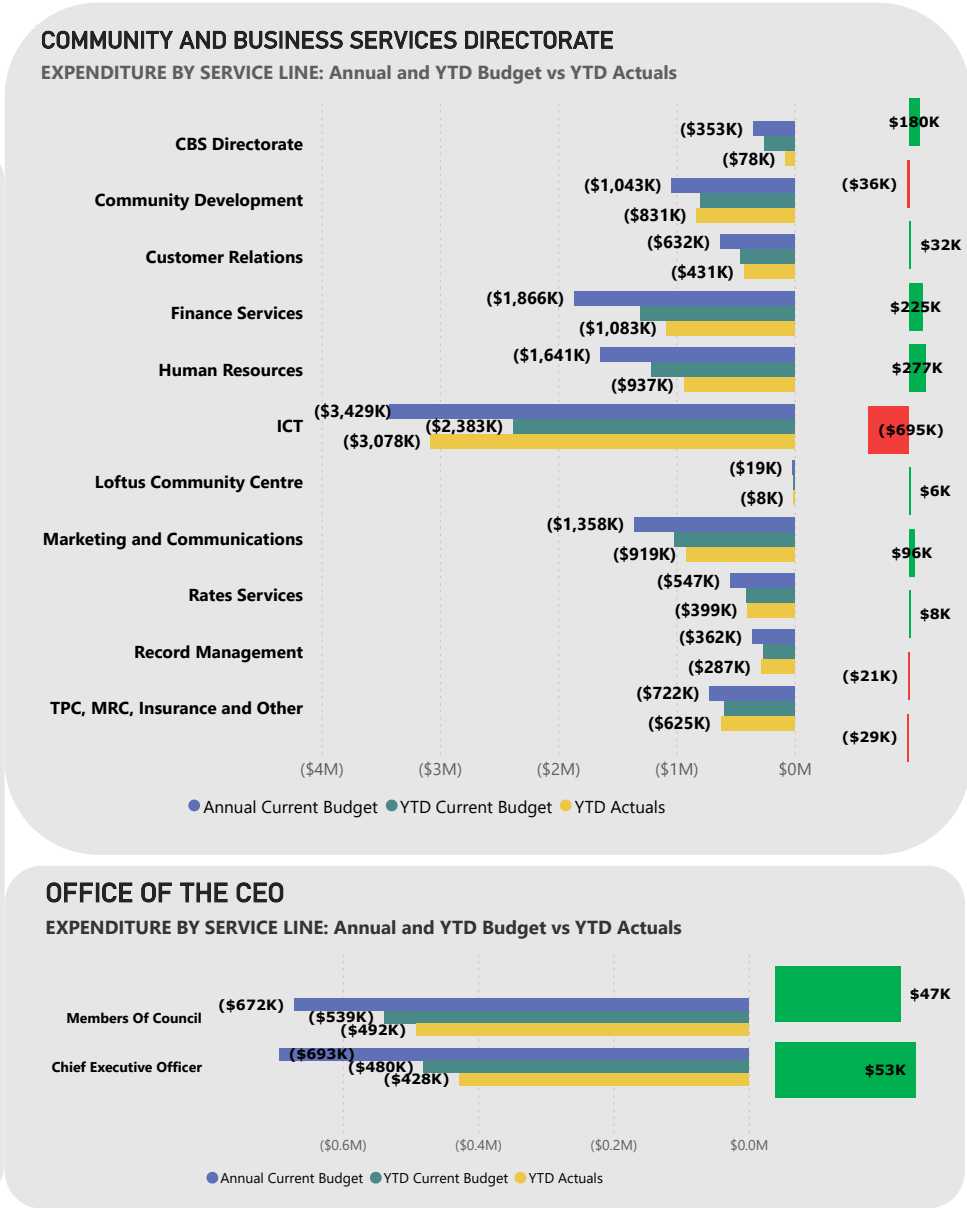
Rates Services
\$135k favourable income mainly due to timing variance in interest earnings \$78k, rates revenue \$38k and fees and charges \$25k.

Record management
\$21k unfavourable expenditure due to timing variance in materials and contracts.

TPC, MRC, Insurance and other
\$807k favourable income due to higher interest earnings.
\$29k unfavourable expenditure mainly due to timing variance in insurance expenses.

Chief Executive Officer
\$53k favourable expenditure mostly due to timing variance in operating initiatives \$24k and operating projects \$21k.

Members of Council
\$47k favourable expenditure mostly due to timing variances in member costs \$17k, council member training & development \$14k and other expenditure \$9k.

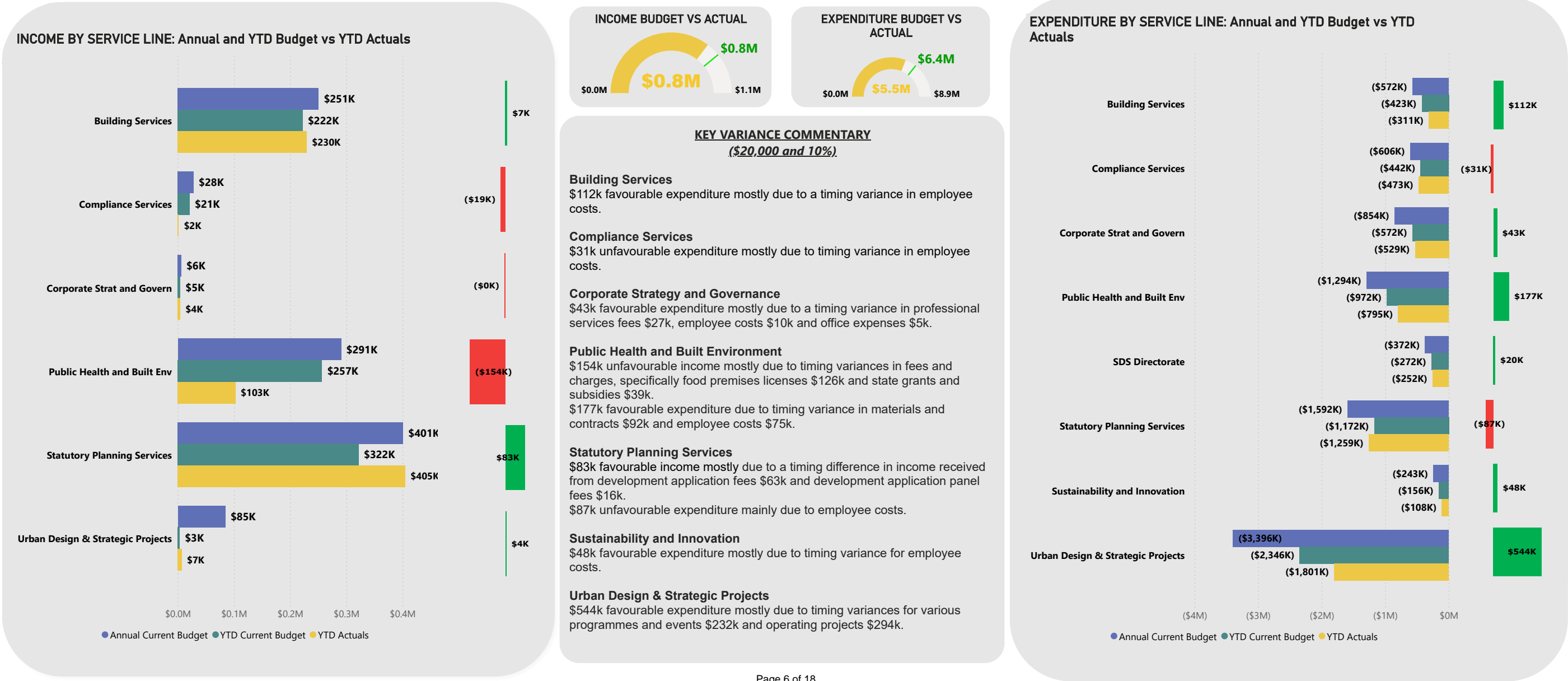


CITY OF VINCENT

NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE

STRATEGY AND DEVELOPMENT DIRECTORATE

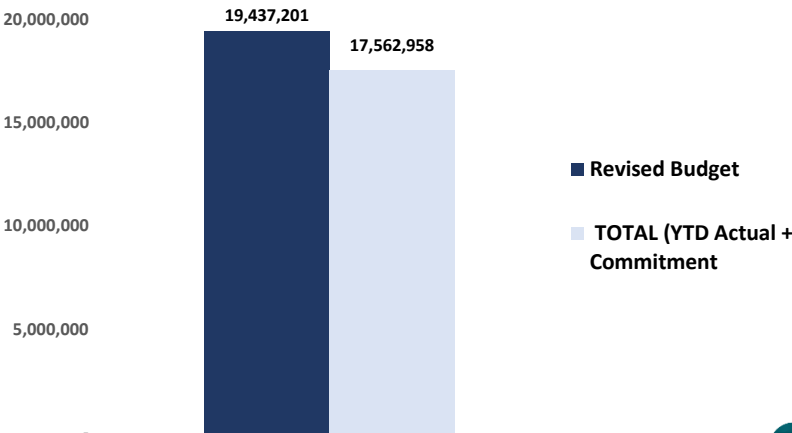
AS AT 31 MARCH 2024



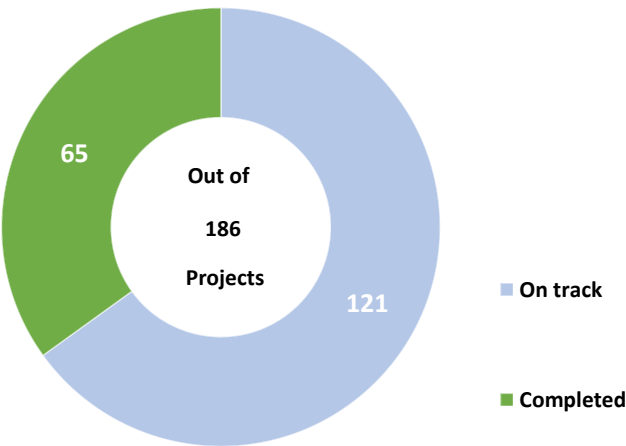


Note 4 - City Of Vincent - Capex Report As At 31 March 2024

Budget vs Total funds spent & committed



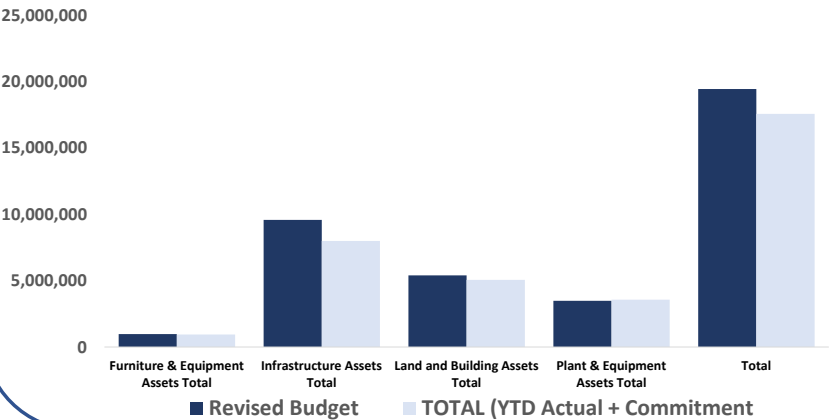
Summary of Project Status



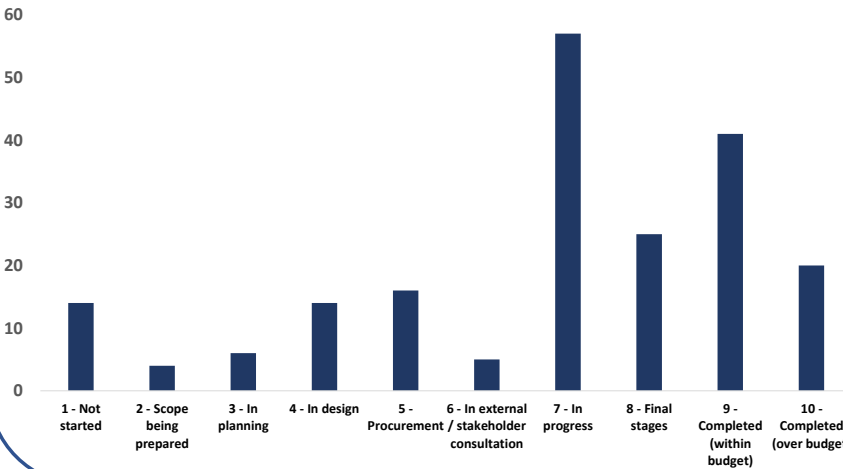
Project Count

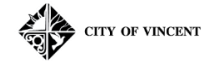
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Summary of Projects Budget vs Total funds spent & committed By Asset Class



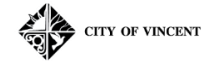
Summary of Project Stages





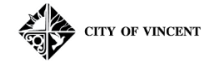
CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 MARCH 2024

WO Name	Budget 2024FY (MYBR)	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	12,301	6,220	6,081	-	6,220	Completed	9 - Completed (within budget)	
Air Con & HVAC Renew - Miscellaneous	50,000	40,000	8,430	31,570	26,120	34,550	On track	7 - In progress	Split system replacement program as per AMS report
Air Conditioning & HVAC Renewal - Admin	50,000	50,000	-	50,000	16,440	16,440	On track	3 - In planning	Design and specification development to kick off in Feb 24
Air Conditioning & HVAC Renewal Total									
Public Toilet Renewal Program									
Public Toilet Renewal - General Provision	25,000	25,000	24,541	459	-	24,541	Completed	9 - Completed (within budget)	
Public Toilet Renewal Program Total									
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand									
Beatty Park Leisure Centre – Heritage Grandstand Renewal	-	-	0	(0)	-	0	Completed	1 - Not started	Project deferred in FOBR
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand	22,629	-	-	-	-	-	Completed	9 - Completed (within budget)	Retention to be paid this FY
Beatty Park Leisure Centre – Repair and maintain Heritage Grandstand Total									
BPLC - Construction of Indoor Changerooms									
BPLC – Construct & Fit Out Indoor Pool Changerooms	722,394	650,000	119,540	530,460	505,911	625,451	On track	7 - In progress	Demolition is being finalised.
BPLC - Construction of Indoor Changerooms Total									
North Perth Bowling Club Toilet & changeroom refurbishment									
North Perth Bowling Club	153,693	153,693	154,093	(400)	400	154,493	Completed	9 - Completed (within budget)	
North Perth Bowling Club Toilet & changeroom refurbishment Total									
Litis Stadium changeroom redevelopment									
Infrastructure Works - Litis Stadium	1,500,000	1,010,799	211,647	799,152	1,409,532	1,621,179	On track	7 - In progress	Pre lay of services are complete. Concrete footings and pad to be installed in early April.
Forest Athena Clubroom Refurbishment - Litis Stadium	224,800	-	162,195	(162,195)	-	162,195	On track	7 - In progress	Procurement for toilet upgrade is underway.
Litis Stadium changeroom redevelopment Total									
Beatty Park Leisure Centre - Facilities Infrastructure Renewal									
BPLC - Pool Tiling Works	820,000	620,000	810,936	(190,936)	29,409	840,345	Completed	8 - Final stages	Final invoices to be submitted and paid.
Plant room remedial works	114,733	100,000	31,055	68,945	2,736	33,791	On track	8 - Final stages	Upper plant switchboard renewal underway
BPLC - Facilities Infrastructure Renewal	380,236	350,000	110,914	239,086	191,628	302,542	On track	7 - In progress	50m pool tiered seating tiling
Beatty Park Leisure Centre - Facilities Infrastructure Renewal Total									
Miscellaneous Asset Renewal (City Buildings)									
Misc Asset Renewal - City buildings	70,000	40,000	63,756	(23,756)	142	63,899	On track	8 - Final stages	Reactive building renewal works
North Perth Town Hall - Kitchen and Toilet Renewal - Lesser Hall	59,787	59,787	59,787	(0)	-	59,787	Completed	10 - Completed (over budget)	
North Perth Town Hall - Kitchen and Toilet Renewal - Main Hall	139,000	139,000	127,720	11,280	10,442	138,162	Completed	9 - Completed (within budget)	
Hyde Park West - Public Toilet Renewal	6,598	6,598	6,597	1	-	6,597	Completed	9 - Completed (within budget)	
Menzies Park Pavilion & Ablutions	6,390	6,390	6,390	0	4,950	11,340	Completed	9 - Completed (within budget)	
Miscellaneous Asset Renewal (City Buildings) Total									
Solar Photovoltaic System Installation									
Solar Installation (Belgrave/Gymnastics WA)	-	-	-	-	-	-	Cancelled	1 - Not started	Solar project not progressing
Solar Installation - DLGSC Building	98,688	98,688	95,680	3,008	-	95,680	Completed	9 - Completed (within budget)	
Solar Photovoltaic System Installation Total									
Water and Energy Efficiency Initiatives									
Water and Energy Efficiency Initiatives	75,000	30,000	15,461	14,539	24,403	39,864	On track	7 - In progress	Fixtures & Fittings replacements with WELS standards. BPLC lighting renewal to LED
Water and Energy Efficiency Initiatives Total									
Litis Stadium									
Litis Stadium Floodlights	10,000	-	-	-	-	-	On track	4 - In design	New item for MYBR - Thomas and Asset Management to manage.
Litis Stadium Total									
Land and Building Asset Renewal Projects									
Admin Building - Additional Meeting Spaces	53,356	53,356	16,966	36,390	7,958	24,924	Completed	9 - Completed (within budget)	Combined with project to improve accessibility in the Foyer - UAT upgrades and additional meeting spaces
Administration Centre Renewals	100,000	100,000	100,113	(113)	10,676	110,789	Completed	10 - Completed (over budget)	As above
Leederville Oval Stad Fac Renewal (Leased)	533,747	316,629	476,072	(159,443)	24,873	500,944	Completed	9 - Completed (within budget)	Complete. LRCI funding report for final payment has been prepared.
Replace electrical distribution boards - multiple buildings - post asbestos removal	-	-	-	-	-	-	Cancelled	1 - Not started	Reallocate funding for projects within Miscellaneous asset renewals
Modifications to Litis Stadium Underpass	99,043	30,000	87,889	(57,889)	3,720	91,609	Completed	10 - Completed (over budget)	Currently in progress
Non Fixed Asset Renewals - Works Depot	20,000	20,000	19,643	357	7,392	27,035	Completed	10 - Completed (over budget)	Reactive works to box gutters
Lease Property Non Scheduled Renewal	53,160	50,000	50,860	(860)	-	53,254	Completed	8 - Final stages	
DLGSC - Lighting Renewal	-	-	-	-	948	948	Cancelled	1 - Not started	Project funds are in reserve until Dept Finance confirm fitout plan



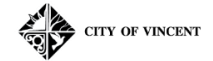
CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2023/24
AS AT 31 MARCH 2024

WO Name	Budget 2024FY (MYBR)	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
DLGSC HVAC, Plant & Fire Services Renewals	-	-	15,400	(15,400)	750	16,150	Deferred	8 - Final stages	C/F from 2023FY. Underspend in PY
Land and Building Asset Renewal Projects Total									
Land and Building Assets Total	5,400,555	3,962,241	2,781,906	1,180,335	2,280,823	5,062,729			
Furniture & Equipment Assets									
ICT Renewal Program									
ICT Infrastructure Renewal	45,000	45,000	10,186	34,814	-	10,186	On track	7 - In progress	
ICT Renewal Program Total									
Enterprise Applications Upgrades									
Enterprise Applications Upgrade	-	-	-	-	1,069	1,069	Cancelled	1 - Not started	Works identified to be operational in nature
Enterprise Applications Upgrades Total									
Beatty Park Leisure Centre - Furniture & Equipment									
BPLC Non-Infrastructure Fixed Asset Renewal	196,170	159,573	37,575	121,998	55,739	93,314	On track	7 - In progress	
BPLC - Non Fixed Assets Renewal	114,106	60,050	65,184	(5,134)	6,524	71,708	On track	2 - Scope being prepared	
Beatty Park Leisure Centre - Furniture & Equipment Total									
Public Arts Projects									
COVID-19 Artwork relief project	100,000	100,000	-	100,000	172,000	172,000	On track	7 - In progress	
Public Arts Projects Total									
Accessible City Strategy Implementation Program									
Accessible City Strategy Implementation - Capex for future years subject to Cash-in Lieu Reserve Funds received	317,902	218,000	192,662	25,338	198,060	390,721	On track	8 - Final stages	Link and Place Guidelines progressing
Accessible City Strategy Implementation Program Total									
Parking Machines Asset Replacement Program									
Parking Infrastructure Renewal Program	206,398	206,398	180,385	26,013	26,012	206,397	Completed	9 - Completed (within budget)	
Parking Machines Asset Replacement Program Total									
Furniture & Equipment Assets Total	979,576	789,021	485,992	303,029	459,404	945,396			
Plant & Equipment Assets									
Fleet Management Program									
P1276 - Toyota Corolla Hybrid Hatch	38,497	38,497	-	38,497	38,497	38,497	On track	8 - Final stages	Toyota changed to Subaru with expected delivery before EOFY
P2187 - Fiat Doblo Van	38,497	38,497	-	38,497	38,497	38,497	On track	8 - Final stages	
P2210 - Nissan Navara Dual Cab	35,880	35,880	36,215	(335)	-	36,215	Completed	10 - Completed (over budget)	
P2207 - Nissan Navara Dual Cab	35,880	35,880	35,880	0	-	35,880	Completed	9 - Completed (within budget)	
P2203 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	8 - Final stages	
P1264 - Toyota Camry	39,355	39,355	34,791	4,564	-	34,791	Completed	9 - Completed (within budget)	
P2212 - Nissan Navara 4x DSL	45,000	45,000	-	45,000	-	-	On track	5 - Procurement	Toyota changed to Subaru with expected delivery before EOFY
P1275 - Toyota Corolla Hybrid Hatch	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	Toyota changed to Subaru with expected delivery before EOFY
P1274 - Toyota Corolla Hybrid Ascent	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	
P1269 - Toyota Corolla Hybrid Hatch	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	Toyota changed to Subaru with expected delivery before EOFY
P1277 - Toyota Corolla Hybrid Hatch	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	Toyota changed to Subaru with expected delivery before EOFY
P1278 - Toyota Corolla Hybrid Sedan	30,311	30,311	30,345	(34)	-	30,345	Completed	10 - Completed (over budget)	
P1263 - Toyota Corolla Hybrid	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	Toyota changed to Subaru with expected delivery before EOFY
P2212 - Nissan Navara	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	
P2208 - Nissan Navara	64,558	64,558	-	64,558	64,558	64,558	On track	5 - Procurement	
P2206 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P2205 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P2204 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P2202 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P2201 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P1280 - Toyota Corolla Hybrid Sedan	27,789	27,789	27,789	(0)	-	27,789	Completed	9 - Completed (within budget)	
P1279 - Toyota Camry Hybrid SL	28,000	28,000	-	28,000	-	-	On track	3 - In planning	Toyota changed to Subaru with expected delivery before EOFY



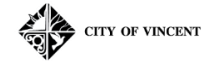
CITY OF VINCENT
NOTE 5 - CAPITAL WORKS SCHEDULE 2023/24
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WO Name	Budget 2024FY (MYBR)	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
P2200 - VOLKSWAGEN Caddy Maxi TDI250	69,894	45,000	-	45,000	69,894	69,894	On track	3 - In planning	
P1286 - Corolla Sedan Hybrid 1HKS151	35,082	35,082	31,558	3,524	-	31,558	Completed	9 - Completed (within budget)	
P2209 - VW Caddy Maxi TDI250	69,894	40,000	-	40,000	69,894	69,894	On track	3 - In planning	
P2171 - Toyota Corolla Hybrid Hatch	25,000	25,000	-	25,000	-	-	On track	3 - In planning	Toyota changed to Subaru with expected delivery before EOFY
P1262 - Toyota Corolla Hybrid	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	Toyota changed to Subaru with expected delivery before EOFY
P2168 - Toyota Corolla Hybrid Hatch	38,497	25,000	-	25,000	38,497	38,497	On track	8 - Final stages	Toyota changed to Subaru with expected delivery before EOFY
P1258 - Toyota Corolla Hybrid Hatch	34,430	34,430	-	34,430	34,430	34,430	On track	5 - Procurement	Toyota changed to Subaru with expected delivery before EOFY
P2199 - Nissan Navara King Cab Top	35,880	35,880	35,880	0	-	35,880	Completed	9 - Completed (within budget)	
P2190 - Mitsubishi Triton Top	42,033	42,033	-	42,033	42,033	42,033	Completed	8 - Final stages	
P2196 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P2195 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P2194 - Nissan Navara King Cab Top	42,033	42,033	-	42,033	42,033	42,033	On track	5 - Procurement	
P2198 - Nissan Navara King Cab Top	64,558	64,558	-	64,558	64,558	64,558	On track	5 - Procurement	
Fleet Management Program Total									
Major Plant Replacement Program									
Heavy Fleet Replacement Program	1,396,340	1,396,340	296,158	1,100,182	1,560,037	1,856,195	On track	5 - Procurement	
Rubbish Compactor Rear Loader Tidy Bin Truck							On track	8 - Final stages	Ordered - expected delivery changed to June 2024
10 Tonne Rubbish Compactor Side Arm							On track	8 - Final stages	Ordered - expected delivery May/June 2024
Single Axle Tipper Truck (Crane)							On track	8 - Final stages	Ordered - expected delivery April 2024
Hydraulic power pack and breaker							On track	2 - Scope being prepared	Waiting on specifications
Large DPU							Completed	9 - Completed (within budget)	Completed
Small DPU							Completed	9 - Completed (within budget)	Completed
Tractor - Kubota (Parks Mowing)							Deferred	3 - In planning	Deferred to 2024/25 due to increased scope
All Terrain Vehicle - Seadoo (Hyde Park)							Completed	10 - Completed (over budget)	Completed
Mower - Flail Peruzzo (low behind) (new will be Trimax - large)							Completed	9 - Completed (within budget)	Completed
Single Axle Truck - Carry forward from 2022FY							Completed	9 - Completed (within budget)	Completed
5 Tonne Rubbish Compactor Small Rear Loader	337,000	337,000	335,890	1,110	-	335,890	Completed	9 - Completed (within budget)	Completed - delivered October 2023
Major Plant Replacement Program Total									Delivered
Artlets									
Artlets - Public Art - Sculpture	32,000	20,000	12,000	8,000	2,400	14,400	On track	7 - In progress	Finalising approvals for installation
Artlets Total									
Miscellaneous									
Belgravia / Loftus Rec Centre - Purchase of Gym Equipments	230,000	-	-	-	-	-	On track	6 - In external / stakeholder consultation	
Miscellaneous Total									
Parks Irrigation Upgrade & Renewal Program									
Weather Stations and Soil Moisture Probes	40,000	-	-	-	17,290	17,290	On track	7 - In progress	Items being procured
Parks Irrigation Upgrade & Renewal Program Total									
Plant & Equipment Assets Total	3,482,151	3,037,387	876,506	2,160,881	2,688,362	3,564,868			
Infrastructure Assets									
Robertson Park Development Plan - Stage 1									
Preliminaries	70,000	70,000	27,981	42,019	42,000	69,981	On track	7 - In progress	
Tennis Centre - Multiport Courts resurfacing, fencing, floodlighting, entry zone, signage, and supporting landscape and drainage works	1,037,687	424,000	-	424,000	1,037,687	1,037,687	On track	7 - In progress	
Construction Contingency	83,000	-	-	-	9,475	9,475	On track	7 - In progress	
Greening program - Robertson Park	61,000	-	-	-	61,000	61,000	On track	4 - In design	
Robertson Park Development Plan - Stage 1 Total									
Parks Fencing Renewal Program									
Multicultural Gardens - renew perimeter fencing	20,000	20,000	19,006	994	-	19,006	Completed	9 - Completed (within budget)	
Royal Park - renew volleyball court fencing	30,000	30,000	-	30,000	-	-	On track	6 - In external / stakeholder consultation	Awaiting information from Volleyball Australia to proceed
Parks Fencing Renewal Program Total									
Parks Irrigation Upgrade & Renewal Program									
Sutherland St - renew irrigation, groundwater bore and electrical cabinet	75,000	75,000	73,102	1,898	-	73,102	Completed	9 - Completed (within budget)	Completed - awaiting final invoice
Axford Park - renew in-ground irrigation system and electrical cabinet	100,000	-	29,499	(29,499)	73,078	102,577	On track	7 - In progress	Works to occur early May



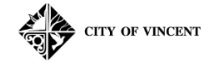
CITY OF VINCENT
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WO Name	Budget 2024FY (MYBR)	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment)	Status	Stage	Commentary
Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal	145,000	145,000	24,174	120,826	2,431	26,605	On track	4 - In design	Designs being finalised
Charles Vervard - renew in-ground irrigation system and electrical cabinet	275,000	275,000	281,427	(6,427)	-	281,427	Completed	10 - Completed (over budget)	
Forrest Park - renew groundwater bore	-	-	83	(83)	-	83	Completed	1 - Not started	Works not required - budget to be reallocated MYBR
Britannia Reserve - renew groundwater bore (south) No 40	45,000	-	-	-	-	-	On track	7 - In progress	Licence from DWER required - works late FY24
Brigatti Gardens - renew electrical cabinet	15,000	15,000	19,210	(4,210)	-	19,210	Completed	10 - Completed (over budget)	
Menzies Park - Replace Irrigation System	14,833	14,833	14,833	0	-	14,833	Completed	9 - Completed (within budget)	C/F from 2023FY. Underspend in PY. Electrical cabinet now installed and completed.
Les Lilleyman - upgrade in-ground irrigation system and electrical cabinet	40,618	40,618	42,065	(1,447)	-	42,065	Completed	10 - Completed (over budget)	C/F from 2023FY. Underspend in PY.
Parks Irrigation Upgrade &Renewal Program Total									
Road Maintenance Programs – MRRG									
Annual MRRG Program - bgt to be split	-	-	-	-	-	-	On track	7 - In progress	
MRRG - ANZAC Road (Sasse Av RAB)	63,136	63,136	52,077	11,059	1,270	53,347	On track	8 - Final stages	Waiting for Main Roads to complete line marking
MRRG - Brady St (A) - Powis St to Tasman	200,049	200,049	64,472	135,577	306,697	371,170	On track	8 - Final stages	
MRRG - Loftus St NB (A) - Leederville Pde to Vincent St	247,921	247,921	237,626	10,295	-	237,626	Completed	9 - Completed (within budget)	MRRG claims to be submitted in April
MRRG - Loftus St SB (B) - Leederville Pde to Vincent St	310,500	310,500	270,689	39,811	-	270,689	Completed	9 - Completed (within budget)	MRRG claims to be submitted in April
MRRG - Lord St - Harold St to Walcott St	168,431	168,431	109,878	58,553	-	109,878	Completed	9 - Completed (within budget)	MRRG claims to be submitted in April
Fitzgerald St (2) - Newcastle to Carr	7,970	7,970	6,171	1,799	-	6,171	Completed	9 - Completed (within budget)	23FY carried forward project
Beaufort St (2) - Bulwer to Lincoln	9,555	-	9,555	(9,555)	-	9,555	Completed	10 - Completed (over budget)	23FY carried forward project
Beaufort St (1) Fore to Brisbane	-	-	14,386	(14,386)	-	14,386	Completed	10 - Completed (over budget)	23FY carried forward project
Oxford St - Richmond to Vincent	-	-	6,555	(6,555)	75,948	82,504	Completed	9 - Completed (within budget)	23FY carried forward project
Fitzgerald St (1) - Bulwer to Vincent	-	-	22,664	(22,664)	-	22,664	Completed	10 - Completed (over budget)	23FY carried forward project
Road Maintenance Programs – MRRG Total									
Road Maintenance Programs – Local Road Program									
Annual Local Roads Program - bgt to be split	530,905	1,744,791	15,414	1,729,377	-	15,414	On track	7 - In progress	
LRP - Albert Street – Barnet Street to Charles Street	152,700	-	1,792	(1,792)	109,725	111,518	On track	7 - In progress	
LRP - Amy Street - Lake Street to End	-	-	-	-	-	-	On track	4 - In design	Carry Forward to 24/25
LRP - Barnet Street - Bourke Street to Barnet Place	-	-	-	-	-	-	On track	7 - In progress	
LRP - Barnet Place - Barnet Street to Cul-De-Sac	33,020	-	21,293	(21,293)	-	21,293	On track	7 - In progress	
LRP - Blake Street - Norham Street to Walcott Street	100,750	-	41,379	(41,379)	2,232	43,611	On track	7 - In progress	
LRP - Bondi Street - Cul-De-Sac to Matlock Street	175,450	-	31,147	(31,147)	144,329	175,476	On track	7 - In progress	
LRP - Chamberlain Street - Loftus Street to Pennant Street	75,195	-	30,752	(30,752)	71,395	102,147	On track	7 - In progress	
LRP - Dunedin Street - Woodstock Street to Scarborough Beach Road	-	-	-	-	176,297	176,297	On track	7 - In progress	
LRP - Halsey Avenue - Bruce Street to Richmond Street	-	-	-	-	31,801	31,801	On track	7 - In progress	
LRP - Hardy Street - Howlett Street to Scarborough Beach Road	71,040	-	3,805	(3,805)	56,364	60,169	On track	7 - In progress	
LRP - Howlett Street - Pennant Street to Charles Street	81,340	-	5,086	(5,086)	78,608	83,693	On track	7 - In progress	
LRP - Kadina Street - Barnet Place to Charles Street	-	-	-	-	132,384	132,384	On track	7 - In progress	
LRP - Macedonia Place - Albert Street to Cul-De-Sac	51,750	-	74,804	(74,804)	2,462	77,266	On track	7 - In progress	
LRP - Melrose Street - Oxford Street to End	-	-	950	(950)	79,176	80,126	On track	7 - In progress	Expected to start Feb 2024
LRP - Pennant Street - Kadina Street to Scarborough Beach Road	114,261	-	18,926	(18,926)	122,260	141,185	On track	7 - In progress	
LRP - Richmond Street - Oxford Street to Leicester Street	81,250	-	42,347	(42,347)	13,415	55,762	On track	7 - In progress	
LRP - Stuart Street - Fitzgerald Street to Lake Street	179,660	-	3,143	(3,143)	137,589	140,731	On track	7 - In progress	
LRP - Tay Place - Albert Street to Kadina Street	38,460	-	31,350	(31,350)	28,644	59,994	On track	7 - In progress	
LRP - The Boulevard - Britannia Road to Anzac Road	59,010	-	22,732	(22,732)	53,598	76,330	On track	7 - In progress	
LRP - View Street to Alma Road	-	-	-	-	11,000	11,000	On track	7 - In progress	
LRP - Stamford Street – Melrose Street to Freeway off Ramp	-	-	2,801	(2,801)	50,966	53,766	On track	7 - In progress	Expected to start Feb 2024
Guldford Rd - Walcott to East Parade	11,506	-	11,506	(11,506)	19,132	30,637	Completed	10 - Completed (over budget)	
Road Maintenance Programs – Local Road Program Total									
Parks Greening Plan Program									
Greening plan	125,000	106,250	97,671	8,580	60,991	158,662	On track	4 - In design	2024 planting projects - stock ordered and working being programmed
Parks Greening Plan Program Total									



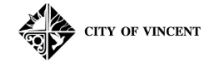
CITY OF VINCENT
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WO Name	Budget 2024FY (MYBR)	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Traffic Management Improvements									
Britannia Road Improvements	40,000	40,000	-	40,000	-	-	On track	4 - In design	
Minor Traffic Management Improvements	150,000	100,000	5,230	94,770	17,731	22,961	On track	7 - In progress	
Harold and Lord St Intersection	22,850	22,850	-	22,850	-	-	On track	1 - Not started	
Alma/Claverton Local Area Traffic Management	421	421	1,105	(684)	50,532	51,637	Completed	10 - Completed (over budget)	
Traffic Management Improvements Total									
Parks Playground / Exercise Equipment Upgrade & Renewal Program									
Weld Square - replace basketball backboards	10,000	10,000	6,800	3,200	-	6,800	Completed	9 - Completed (within budget)	
Kyilla Park - soft fall replacement	60,000	60,000	59,200	800	-	59,200	Completed	9 - Completed (within budget)	
Braithwaite Park - playground and soft fall replac (south)	150,000	150,000	64,287	85,793	94,200	158,407	On track	7 - In progress	Installation commencing 20 May 2024
Ellesmere/Madock St Res - repl playground soft fall	10,000	10,000	7,395	2,605	-	7,395	Completed	9 - Completed (within budget)	Completed
Menzies Park - replace playground soft fall	55,000	51,250	55,700	(4,450)	-	55,700	Completed	7 - In progress	Completed
Ellesmere Street Reserve - replace playground soft fall	70,000	70,000	68,540	1,460	-	68,540	Completed	9 - Completed (within budget)	Completed
Ellesmere Street Reserve - replace playground shade sails	18,000	18,000	13,875	4,125	-	13,875	Completed	9 - Completed (within budget)	Completed
Cricket Wicket Renewal Program	25,000	25,000	23,140	1,860	-	23,140	Completed	9 - Completed (within budget)	Completed
Parks Playground / Exercise Equipment Upgrade & Renewal Program Total									
Parks Infrastructure Upgrade & Renewal Program									
Smith's Lake - resurfacing of boardwalk	25,000	25,000	23,727	1,274	-	23,727	Completed	9 - Completed (within budget)	
Street / POS furniture renewal - Town Centres	5,000	5,000	3,837	1,163	-	3,837	On track	7 - In progress	
Hyde Street Reserve - replace Gazebo	4,920	4,920	4,920	-	-	4,920	Completed	9 - Completed (within budget)	
Parks Infrastructure Upgrade & Renewal - BBQ provision	45,000	45,000	45,219	(219)	-	45,219	Completed	9 - Completed (within budget)	
Hyde Park - Renewal of path lighting poles	76,000	76,000	75,910	90	-	75,910	Completed	9 - Completed (within budget)	
Parks Infrastructure Upgrade & Renewal Program Total									
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	71,200	71,200	38,900	32,300	14,952	53,852	On track	7 - In progress	
Accessible City Strategy Implementation Program Total									
Gully Soak-well and Minor Drainage Improvement Program									
Mt Hawthorn West Drain Improv - Stage 1	40,000	40,000	40,000	-	-	40,000	On track	7 - In progress	
Gully Soak Well Program	84,710	84,710	31,701	53,009	2,297	33,998	On track	7 - In progress	
Minor Drainage Improvement Program	550,000	550,000	240,116	309,884	255,658	495,774	On track	7 - In progress	Drainage study to be conducted - approximately 6 months
Britannia Reserve Main Drain Renewal Stages 1 & 2	-	-	-	-	-	-	Deferred	1 - Not started	
Gully Soak-well and Minor Drainage Improvement Program Total									
Road Maintenance Programs - State Black Spot									
State Black Spot Programs scheduled annually	80,000	80,000	-	80,000	-	-	On track	4 - In design	
Blackspot - Fitzgerald/Lawley, West Perth	64,236	64,236	10,776	53,460	4,795	15,571	On track	8 - Final stages	Underspend. Original funding over estimated.
Blackspot - Fitzgerald/Forrest, North Perth	38,400	36,690	962	35,728	1,734	2,696	On track	6 - In external / stakeholder consultation	Funds to be returned. Council report to be drafted.
Blackspot - Broome/Wright, Highgate	248,400	248,400	22,275	226,125	2,025	24,300	On track	4 - In design	WP works progressing.
Blackspot - Intersection of Beaufort and Harold Street	-	-	-	-	-	-	Cancelled	1 - Not started	Project not going ahead after community consultation
Blackspot - Brady Street & Tasman Street	-	-	-	-	-	-	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)	
Road Maintenance Programs - State Black Spot Total									
Road Maintenance Programs - Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split	79,682	233,740	-	233,740	-	-	On track	7 - In progress	
R2R - Brentham Street - Egina and Raglan	72,198	-	33,086	(33,086)	197,166	230,262	On track	7 - In progress	Works commenced
R2R - Egina Street - Scarborough Beach Road to Berryman Street	87,190	-	68,337	(68,337)	3,433	71,770	On track	7 - In progress	Works commenced
R2R - Raglan Road - Hutt to Hyde Street	86,512	-	-	-	-	-	On track	7 - In progress	
Road Maintenance Programs - Roads to Recovery Total									



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WO Name	Budget 2024FY (MYBR)	YTD Budget	YTD Actual	YTD Variance	Commitment	TOTAL (YTD Actual + Commitment	Status	Stage	Commentary
Car Parking Upgrade/Renewal Program									
Accessibility audits and proposed project implementation	50,000	50,000	-	50,000	-	-	On track	7 - In progress	
Macedonia Place Car Park	40,000	40,000	40,006	(6)	-	40,006	Completed	10 - Completed (over budget)	
ASeTTS Car Park - 286 Beaufort Street	-	-	-	-	-	-	Cancelled	1 - Not started	Project to be deferred until carpark condition assessment complete
Access and Inclusion (DAIP) – ACROD Parking Improve Program	60,000	60,000	-	60,000	-	-	On track	7 - In progress	Audit has been completed. Analysing data
Minor Capital Improv of City Car Parks (General Provision)	37,000	37,000	6,435	30,565	8,251	14,687	On track	4 - In design	
Car Parking Upgrade/Renewal Program Total									
Public Open Space Strategy Implementation Plan									
Birdwood Square - Public Toilets	254,000	-	-	-	205,669	205,669	On track	5 - Procurement	
Public Open Space Strategy Implementation	30,000	20,000	18,128	1,872	3,760	21,888	On track	7 - In progress	Specific items being purchased/installed as required
Public Open Space Strategy Implementation Plan Total									
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	50,000	50,000	37,737	12,263	-	37,737	On track	7 - In progress	Remaining budget to be used for bollard lighting at Brit Road
Parks Lighting Renewal Program Total									
Community Safety Initiatives									
Laneway Lighting Program	120,000	120,000	27,089	92,911	13,350	40,439	On track	7 - In progress	Laneways have been identified and quotes being sought
Community Safety Initiatives Total									
Banks Reserve Master Plan Implementation									
Walter's Brook Crossing	213,566	-	6,879	(6,879)	1,482	8,361	On track	5 - Procurement	Pending geotech
Boardwalk - Interpretation Node	20,000	-	-	-	3,123	3,123	On track	7 - In progress	
Banks Reserve Master Plan Implementation Total									
Footpath Upgrade and Renewal Program									
Footpath Upgrade and Renewal Program	208,092	208,092	7,659	200,433	87,342	95,001	On track	4 - In design	
Footpath Upgrade and Renewal Program Total									
Haynes Street Reserve Development Plan Implementation									
Haynes St Reserve Development Plan 1 & 2	45,000	45,000	3,630	41,370	27,205	30,836	On track	7 - In progress	
Haynes Street Reserve Development Plan Implementation Total									
Rights of Way Rehabilitation Program									
Rights of Way Rehab Program	273,338	173,000	274,018	(101,018)	40,318	314,336	On track	8 - Final stages	Ongoing works
Rights of Way Rehabilitation Program Total									
Parks Eco-Zoning Program									
Jack Marks Reserve - Eco-zoning	-	-	-	-	-	-	Deferred	1 - Not started	Deferred
Blackford Street Reserve - Eco-zoning	10,000	-	80	(80)	9,758	9,838	On track	6 - In external / stakeholder consultation	Consultation underway - works commencing late April/May
Mormouth Street	-	-	1,219	(1,219)	-	1,219	Deferred	6 - In external / stakeholder consultation	Deferred
Charles Vervard Reserve - Eco-zoning	1,404	1,404	1,404	-	4,441	5,845	Completed	10 - Completed (over budget)	23FY carried forward project - Completed.
Parks Eco-Zoning Program Total									
Parks Pathways Renewal Program									
Redfern/Norham St Res - re-asphalt existing bitumen pathways	5,000	5,000	-	5,000	-	-	On track	2 - Scope being prepared	Possibly not required - investigate
Tony Di Scerni Pathway - re-asphalt existing bitumen pathways	100,000	100,000	79,436	20,564	20,648	100,084	Completed	9 - Completed (within budget)	Awaiting final invoices
Parks Pathways Renewal Program Total									
Car Parking Upgrade/Renewal Program									
HBF Stadium Car Park	49,250	49,250	-	49,250	-	-	On track	4 - In design	Overlay will be done after FIFA Women's World Cup.
Car Parking Upgrade/Renewal Program Total									
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	40,000	40,000	19,552	20,448	-	19,552	On track	4 - In design	To refer to Bus Shelter Program. Various Works
Bus Shelter Replacement and Renewal Program Total									
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/repl playground equipment	79,932	79,932	80,000	(68)	-	80,000	Completed	10 - Completed (over budget)	
Charles Vervard Res - Replac playground	59,904	59,904	60,085	(181)	-	60,085	Completed	10 - Completed (over budget)	



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Parks Playground / Exercise Equipment Upgrade & Renewal Program Total									
Street Lighting Renewal Program									
Beaufort St - Art Deco Median Lighting Renewal	-	-	-	-	-	-	Cancelled	1 - Not started	Lights audit to be conducted
Street Lighting Upgrade Program	-	-	1,208	(1,208)	-	1,208	Cancelled	1 - Not started	Lights audit to be conducted
Street Lighting Renewal Program Total									
Skate Space at Britannia Reserve									
Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	386,353	311,353	9,650	301,703	315,776	325,426	On track	5 - Procurement	
Skate Space at Britannia Reserve Total									
North Perth Town Centre Place Plan									
Tree Up Lighting	-	-	-	-	-	-	Cancelled	1 - Not started	
North Perth Town Centre Place Plan Total									
Bicycle Network									
Bicycle Network - Travel Smart Actions	11,000	10,500	-	10,500	500	500	On track	2 - Scope being prepared	
Bicycle Network	170,430	150,000	41,640	108,360	77,654	119,294	On track	4 - In design	Scope and modelling to be conducted
Bicycle Network Total									
Infrastructure Assets Total	9,574,919	7,781,285	3,534,212	4,247,073	4,455,753	7,989,965			
Grand Total	19,437,201	15,569,934	7,678,616	7,891,318	9,884,342	17,562,958			
Summary	Budget MYBR	YTD Budget	YTD Actual	Remaining Budget					
	\$	\$	\$	%					
Land and Buildings	5,400,555	3,962,241	2,781,906	48.49%					
Furniture and Equipment	979,576	789,021	485,982	50.39%					
Plant and Equipment	3,482,151	3,037,387	876,506	74.83%					
Infrastructure Assets	9,574,919	7,781,285	3,534,212	63.09%					
Total	19,437,201	15,569,934	7,678,616	60.50%					
Funding	Budget MYBR	YTD Budget	YTD Actual	Remaining Budget					
	\$	\$	\$	%					
Own Source Funding - Municipal	8,571,871	7,428,634	4,219,283	50.8%					
Cash Backed Reserves	5,711,943	4,279,365	2,954,616	48.3%					
Capital Grants, Contributions and Loans	4,098,044	2,931,130	197,733	95.2%					
Other (Disposals/Trade In)	1,055,343	930,805	306,984	70.9%					
Total	19,437,201	15,569,934	7,678,616	60.50%					



CITY OF VINCENT

CITY OF VINCENT
NOTE 6 - CASH BACKED RESERVES
AS AT 31 MARCH 2024

Reserve Particulars	Budget Opening Balance 1/07/2023 \$	Actual Opening Balance 1/07/2023 \$	Budget Transfers to Reserve 31/03/2024 \$	YTD Actual Transfers to Reserve 31/03/2024 \$	Budget Interest Earned 31/03/2024 \$	YTD Actual Interest Earned 31/03/2024 \$	Budget Transfers from Reserve 31/03/2024 \$	YTD Actual Transfers from Reserve 31/03/2024 \$	Budget Closing Balance 31/03/2024 \$	Actual Closing Balance 31/03/2024 \$
Asset Sustainability Reserve	7,263,819	7,263,819	2,324,096	3,385,366	214,426	228,634	(3,354,381)	(2,654,094)	6,447,960	8,223,723
Beatty Park Leisure Centre Reserve	311,189	311,189	0	0	7,662	8,169	(63,747)	(37,575)	255,104	281,783
Cash in Lieu Parking Reserve	1,297,503	1,297,503	3,378	5,694	15,027	16,023	(470,102)	(231,599)	845,806	1,087,621
Hyde Park Lake Reserve	167,069	167,069	0	0	5,693	6,070	0	0	172,762	173,139
Land and Building Acquisition Reserve	307,816	307,816	0	0	10,560	11,260	0	0	318,376	319,076
Leederville Oval Reserve	71,705	71,705	0	0	2,460	2,623	0	0	74,165	74,328
Loftus Community Centre Reserve	142,550	142,550	0	0	4,841	5,162	0	0	147,391	147,712
Loftus Recreation Centre Reserve	274,392	274,392	43,037	51,301	10,207	10,884	0	0	327,636	336,577
Office Building Reserve - 246 Vincent Street	205,855	205,855	0	0	7,288	7,771	0	0	213,143	213,626
Parking Facility Reserve	109,375	109,375	0	0	3,752	4,001	0	0	113,127	113,376
Percentage For Public Art Reserve	284,947	284,947	84,602	85,508	1,611	1,717	(150,000)	(27,718)	221,160	344,454
Plant and Equipment Reserve	131	131	0	0	5	5	0	0	136	136
POS reserve - General	581,457	581,457	572,888	782,195	48,193	51,386	(25,000)	0	1,177,538	1,415,038
POS reserve - Haynes Street	87,328	87,328	29,836	30,388	980	1,045	(45,000)	(3,630)	73,144	115,131
State Gymnastics Centre Reserve	131,853	131,853	6,928	9,744	4,889	5,213	0	0	143,670	146,810
Strategic Waste Management Reserve	30,089	30,089	167,572	228,176	8,927	9,518	0	0	206,588	267,784
Tamala Park Land Sales Reserve	3,271,415	3,271,415	1,154,676	1,250,000	169,467	180,696	0	0	4,595,558	4,702,111
Underground Power Reserve	2,426,976	2,426,976	0	0	84,012	89,579	0	0	2,510,988	2,516,555
Waste Management Plant and Equipment Reserve	228,176	228,176	0	0	0	0	(171,135)	(228,176)	57,041	0
	17,193,645	17,193,645	4,387,013	5,828,372	600,000	639,756	(4,279,365)	(3,182,792)	17,901,293	20,478,979

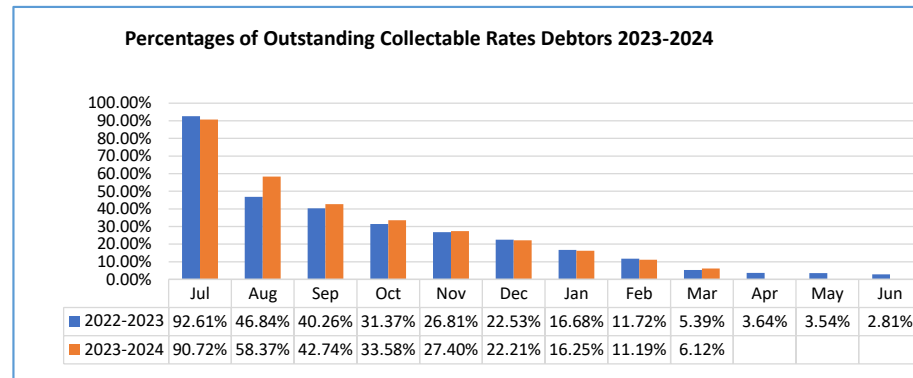
CITY OF VINCENT
NOTE 7 - RECEIVABLES (RATING & OTHER DEBTORS)
FOR THE MONTH ENDED 31 MARCH 2024



CITY OF VINCENT

Rates Outstanding

	Total
Balance from Previous Year	725,099
Rates Levied - Initial	42,045,635
Rates Levied - Interims	365,031
Rates Waived	(119,626)
Non Payment Penalties	559,153
Other Rates Revenue	178,554
Total Rates Collectable	43,753,846
Outstanding Rates	2,677,121
ESL Debtors	184,743
Pensioner Rebates Not Yet Claimed	453,708
ESL Rebates Not Yet Claimed	15,569
Deferred Rates Debtors	(141,838)
Current Rates Outstanding	3,189,304



Receivable - Other Debtors

DESCRIPTION

	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	892	(4,463)	(333)	127,689	123,785
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	3,060	0	(349)	185,383	188,094
DEBTOR CONTROL - PROPERTY INCOME	47,271	2,302	0	(2,275)	47,299
DEBTOR CONTROL - RECOVERABLE WORKS	1,325	0	0	(395)	930
DEBTOR CONTROL - OTHER	18,478	(22,439,915)	0	22,492,507	71,070
DEBTOR CONTROL - PLANNING SERVICES FEES	118	598	0	497	1,213
DEBTOR CONTROL - GST	(249,682)	0	(185,387)	347,781	(87,288)
DEBTOR CONTROL - INFRINGEMENT	252,725	153,634	131,615	832,420	1,370,394
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(298,777)	(298,777)
IMPAIRMENT OF RECEIVABLES	0	0	0	(207,793)	(207,793)
TOTAL DEBTORS OUTSTANDING AS AT 31/10/2023	74,187	(22,287,843)	(54,454)	23,477,036	1,208,926
	6.1%	-1843.6%	-4.5%	1942.0%	100.0%
ACCRUED INCOME					193,714
ACCRUED INTEREST					993,736
PREPAYMENTS					879,221
TOTAL TRADE AND OTHER RECEIVABLES					3,275,598



CITY OF VINCENT

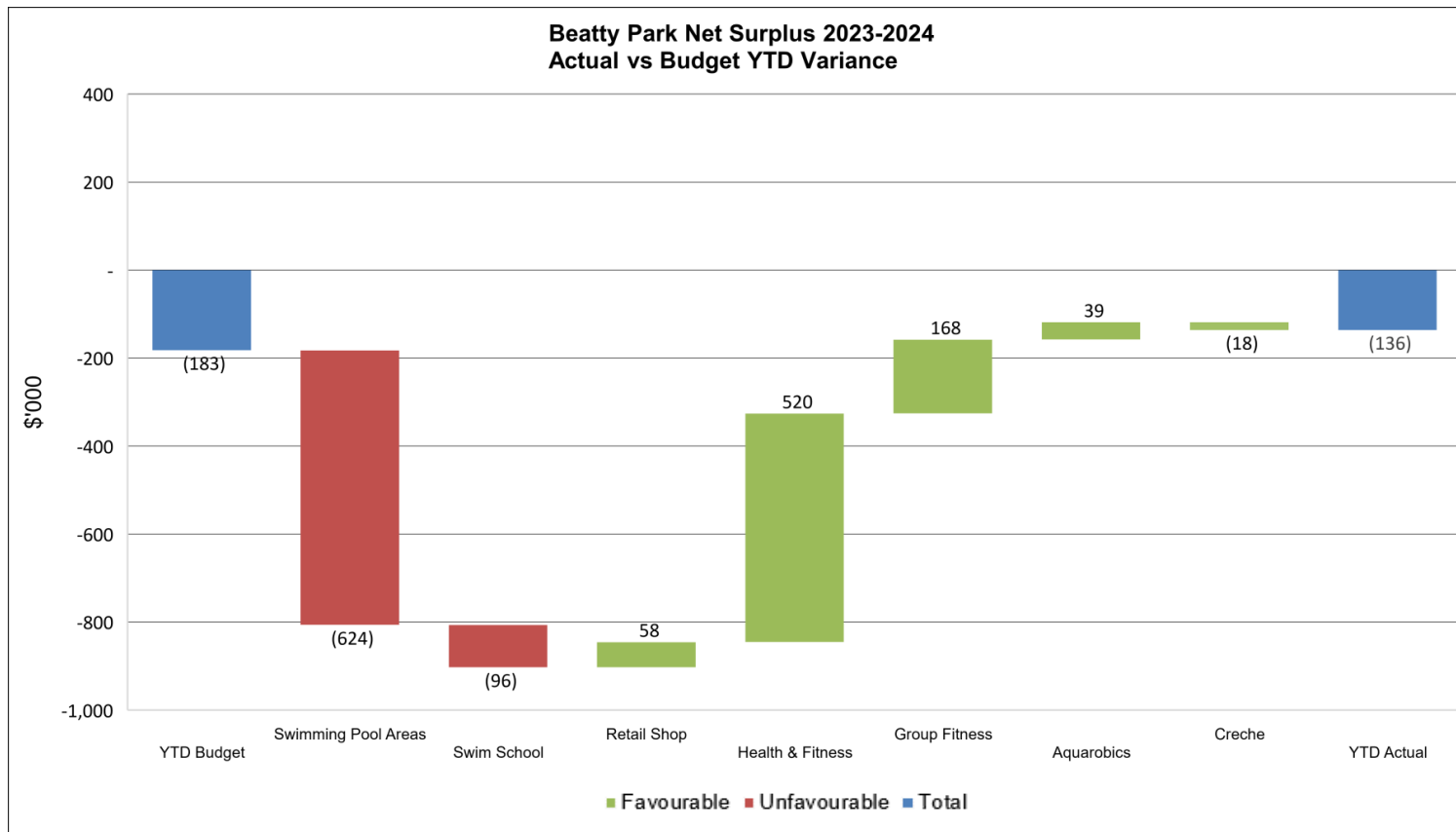
CITY OF VINCENT
NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 31 MARCH 2024

	Original Budget	YTD Budget	YTD Actuals	YTD Actuals	Month Actuals	Month Actuals
	2023/24	Mar-24	Mar-24	Mar-23	Mar-24	Mar-23
	\$	\$	\$	\$	\$	\$
<u>ADMINISTRATION</u>						
Revenue	0	0	0	(709,580)	(85,070)	(91,446)
Expenditure	0	0	0	709,580	85,070	91,446
Surplus/(Deficit)	0	0	0	0	0	0
<u>SWIMMING POOLS AREA</u>						
Revenue	2,736,002	2,516,281	2,483,205	2,326,376	271,556	301,876
Expenditure	(4,953,742)	(3,631,282)	(4,222,342)	(3,821,363)	(504,829)	(478,415)
Surplus/(Deficit)	(2,217,740)	(1,115,001)	(1,739,137)	(1,494,988)	(233,273)	(176,539)
<u>SWIM SCHOOL</u>						
Revenue	2,183,429	1,652,179	1,692,850	1,511,881	215,117	251,310
Expenditure	(1,605,492)	(1,115,194)	(1,252,344)	(1,000,643)	(147,522)	(128,241)
Surplus/(Deficit)	577,937	536,985	440,506	511,239	67,595	123,069
<u>CAFÉ</u>						
Revenue	0	0	0	0	0	0
Expenditure	0	0	0	0	0	(0)
Surplus/(Deficit)	0	0	0	0	0	(0)
<u>RETAIL SHOP</u>						
Revenue	726,465	585,339	578,602	555,538	55,793	56,215
Expenditure	(591,435)	(451,548)	(387,282)	(422,019)	(38,637)	(64,483)
Surplus/(Deficit)	135,030	133,791	191,320	133,520	17,155	(8,269)
<u>HEALTH & FITNESS</u>						
Revenue	2,226,563	1,490,652	2,189,486	1,930,859	246,394	252,972
Expenditure	(1,445,050)	(1,073,597)	(1,252,841)	(1,070,581)	(144,132)	(123,418)
Surplus/(Deficit)	781,513	417,055	936,645	860,278	102,262	129,554
<u>GROUP FITNESS</u>						
Revenue	776,120	518,389	744,677	676,880	83,398	88,748
Expenditure	(739,834)	(549,768)	(607,688)	(578,200)	(63,386)	(66,730)
Surplus/(Deficit)	36,286	(31,379)	136,990	98,680	20,012	22,017
<u>AQUAROBIICS</u>						
Revenue	312,689	224,241	299,565	281,137	34,209	35,854
Expenditure	(191,528)	(143,737)	(179,953)	(165,036)	(18,711)	(21,903)
Surplus/(Deficit)	121,161	80,504	119,612	116,101	15,498	13,951
<u>CRECHE</u>						
Revenue	87,387	77,325	81,686	69,500	8,599	8,875
Expenditure	(383,170)	(281,919)	(304,060)	(259,608)	(31,767)	(30,469)
Surplus/(Deficit)	(295,783)	(204,594)	(222,374)	(190,108)	(23,167)	(21,594)
Net Surplus/(Deficit)	(861,596)	(182,639)	(136,437)	34,723	(33,917)	82,189
Less: Depreciation	(1,695,004)	(1,147,021)	(1,271,253)	(913,459)	(141,250)	(153,927)
Surplus/(Deficit)	833,408	964,382	1,134,816	948,181	107,333	236,116




**CITY OF VINCENT
NOTE 8 - STATEMENT OF FINANCIAL ACTIVITY
BY SERVICE - GRAPH
AS AT 31 MARCH 2024**



CITY OF VINCENT



7.2	AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 MARCH 2024 TO 31 MARCH 2024
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- Attachments:
1. March 2024- Payments by EFT and Payroll [↓](#) 
 2. March 2024- Payments by Direct Debit [↓](#) 
 3. March 2024 - Payments by Fuel cards [↓](#) 

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 March 2024 to 31 March 2024 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$9,461,003.63
Direct debits, including credit cards	\$ 1,522,735.28
Total payments for March 2024	\$10,983,738.91

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 March 2024 to 31 March 2024.

DELEGATION:

Regulation 13(1) and (3) of the *Local Government (Financial Management) Regulations 1996* requires that a list of accounts 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.

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 March 2024 to 31 March 2024, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	3040-3051	\$ 7,924,792.10
Payroll by Direct Credit	March 2024	\$1,536,211.53
Sub Total		\$9,461,003.63

Direct Debits (including Credit Cards)

Lease Fees	\$395.83
Loan Repayments	\$1,478,434.41
Bank Charges – CBA	\$29,214.36
Credit Cards	\$14,690.68
Sub Total	\$1,522,735.28
Total Payments	\$10,983,738.91

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.*
- (3) *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 March 2024
Payment by EFT and Payroll
(Payee A-Z)

Payment Date	Payee	DESCRIPTION	AMOUNT
15/03/2024	4Park Pty Ltd	Supply of Sand tables	\$ 1,756.81
15/03/2024	A Team Printing	Printing services - Swim School BPLC	\$ 765.60
26/03/2024	A Team Printing	Printing services - Swim School BPLC	\$ 573.10
26/03/2024	A. Richards Pty Ltd	Supply of fertiliser	\$ 565.00
1/03/2024	Access Icon Pty Ltd	Supply of trafficable covers	\$ 5,940.00
1/03/2024	Action Logistics (WA) Pty Ltd	Courier Collection	\$ 63.49
15/03/2024	Action Logistics (WA) Pty Ltd	Courier Collection	\$ 61.86
1/03/2024	Acurix Networks Pty Ltd	Leederville wifi services - Jan 24	\$ 1,419.00
1/03/2024	Acurix Networks Pty Ltd	Leederville wifi services - Feb24	\$ 1,503.70
15/03/2024	Acurix Networks Pty Ltd	Leederville wifi services - Mar 2024	\$ 1,503.07
15/03/2024	Adam Cruickshank	Storage public artwork 20/02/24 to 20/03/24	\$ 814.00
15/03/2024	Adam Cruickshank	Project admin expenses - from late 2022 to Current	\$ 8,800.00
15/03/2024	Adam Cruickshank	Storage public artwork 20/01/24 to 20/02/24	\$ 814.00
26/03/2024	Adelphi Tailoring Company	Uniform supplies - Ranger	\$ 440.00
26/03/2024	ADR CO PTY LTD	ADR Monthly support TicketOr2 Licensing - March 24	\$ 4,729.16
15/03/2024	Advanced Spatial Technologies	Annual subscription renewal 19 Sept 24 to 26 Jan 25	\$ 40,155.50
15/03/2024	Advantec Pty Ltd	Purchase security labels for use in retail store	\$ 192.50
15/03/2024	Afgr Equipment Australia Pty	Purchase of Mowing deck belts	\$ 518.45
1/03/2024	AG and CJ Finch	Reimbursement for catering organized 17 Aug 2023	\$ 275.72
15/03/2024	AG and CJ Finch	Reimburse - Parking and picture stripes for display	\$ 12.85
15/03/2024	Aha Consulting	Advance facilitation skills training 15 May 2024	\$ 880.00
15/03/2024	AKC Pty Ltd T/as Baileys Ferti	Fertilisers supplies	\$ 819.06
15/03/2024	Alchemy Saunas Pty Ltd	Sauna monthly rental - February 2024	\$ 2,860.00
1/03/2024	Alerton Australia	Call-out technician 3 hours- BPLC	\$ 914.10
1/03/2024	Alerton Australia	Repair geothermal system	\$ 706.20
26/03/2024	Alerton Australia	Geothermal Pump had an active Flow Fault	\$ 914.10
15/03/2024	Alexandra Castle	Deputy mayor allowance and meeting fee - March 2024	\$ 3,387.40
1/03/2024	Alison Xamon	Reimbursement for travel expenses 25 January 2024	\$ 8.87
15/03/2024	Alison Xamon	Mayor allowance and meeting fee - March 2024	\$ 8,193.75
26/03/2024	Alison Xamon	Refund of nomination bond	\$ 100.00
26/03/2024	All Good Grub	Catering services - Close the Gap 21 March 2024	\$ 1,083.50
15/03/2024	Allflow Industrial	Service oil/water separator	\$ 363.00
1/03/2024	Allstate Kerbing	Kerbing Services - Brentham St	\$ 7,348.66
26/03/2024	Allstate Kerbing	Kerbing Services - Boulevard st	\$ 7,370.00
1/03/2024	Allwest Plant Hire Australia P	Printing services - BPLC	\$ 13,210.18
1/03/2024	Alisco Pty Ltd	Monthly mat changeover- BPLC	\$ 943.06
26/03/2024	Alisco Pty Ltd	Monthly mat changeover- BPLC	\$ 813.65
15/03/2024	Ampol Australia Petroleum Pty	Fuel & Oils- February 2024	\$ 27,487.44
1/03/2024	AMS Technology Group Pty Ltd	Repair to spa boiler	\$ 594.00
1/03/2024	AMS Technology Group Pty Ltd	Replace air filters for AC's - BPLC	\$ 2,083.62
26/03/2024	AMS Technology Group Pty Ltd	Air handling - Air con and plant room BPLC	\$ 5,063.66
15/03/2024	Amy Fink	Fitness instructor fee	\$ 970.20
26/03/2024	Andrew Cox & Associates Pty Lt	Professional service Audit & Risk Committee	\$ 1,925.00
1/03/2024	Anna Cappelletta	Fitness instructor fee	\$ 1,440.00
1/03/2024	Anna Cappelletta	Reimbursement for purchase of items for BPLC	\$ 56.37
15/03/2024	Anna Cappelletta	Fitness instructor fee	\$ 1,520.00
26/03/2024	Anna Cappelletta	Fitness instructor fee	\$ 1,440.00
26/03/2024	Anthea Auld	Photography services - Neon Picnic/St Patrick Photography	\$ 1,430.00
26/03/2024	AO Lets Go Poster Distribution	Printing services - Smoke Free Town Centre	\$ 754.60
1/03/2024	Apac Aid Incorporated	Supply of plants	\$ 327.80
1/03/2024	APARC Pty Ltd	Sensors maintenance	\$ 1,025.64

Payment Date	Payee	DESCRIPTION	AMOUNT
15/03/2024	APARC Pty Ltd	Credit card test transactions - February 2024	\$ 148.00
15/03/2024	APARC Pty Ltd	Credit Card Transactions - parking terminal Feb 24	\$ 11,532.88
15/03/2024	APARC Pty Ltd	Maintenance of 173 parking meters	\$ 46,162.16
26/03/2024	APARC Pty Ltd	Credit card test transactions	\$ 22.00
1/03/2024	APOD Pty Ltd	Aquatic concourse changeroom refurbishments	\$ 3,877.50
15/03/2024	Aqua Terra Oil and Mineral Se	Supply of steel star picket	\$ 1,942.60
1/03/2024	Aqueo Import & Distribution Pt	Merchandise - BPLC	\$ 179.52
1/03/2024	Aqueo Import & Distribution Pt	Supply haviandas for resale in the retail BPLC	\$ 2,749.56
1/03/2024	Arbor Consulting	Hyde Park - emergency arbouricultural services	\$ 3,520.00
1/03/2024	Arbor Consulting	Arboricultural services - Leederville	\$ 495.00
26/03/2024	Archie Bros	Deposit for booking for event 19 April 2024	\$ 760.00
1/03/2024	Artisan Alley Pty Ltd	Catering - Boordiyas meeting 14 March 2024	\$ 339.91
26/03/2024	Artisan Alley Pty Ltd	Catering	\$ 497.86
15/03/2024	Ashlee La Fontaine	Meeting attendance fee- March 2024	\$ 2,014.17
26/03/2024	Ashlee La Fontaine	Refund of nomination bond	\$ 100.00
15/03/2024	Ashley Wallace	Meeting attendance fee- March 2024	\$ 2,014.17
26/03/2024	Ashley Wallace	Refund of nomination bond	\$ 100.00
1/03/2024	Asphaltech Pty Ltd	Asphalt supplies	\$ 1,083.63
15/03/2024	Asphaltech Pty Ltd	Asphalt supplies - Barnet Place	\$ 72,663.59
26/03/2024	Asphaltech Pty Ltd	Asphalt supplies	\$ 20,669.00
26/03/2024	ATI-Mirage Training and Busine	Training course	\$ 1,242.45
1/03/2024	Aussie Telecom Pty Limited	Deep Freeze Cloud Ultimate	\$ 2,566.57
1/03/2024	Australia Post	Commission charges January 24	\$ 466.98
15/03/2024	Australia Post	Postage charges February 24	\$ 5,774.70
15/03/2024	Australia Post	Commission charges February 24	\$ 361.64
1/03/2024	Australian HVAC Services	Air-conditioning maintenance - Loftus Centre	\$ 533.50
1/03/2024	Australian HVAC Services	Air-conditioning maintenance -Mt Hawthorn	\$ 242.00
1/03/2024	Australian HVAC Services	Air-conditioning maintenance - Mt Hawthorn	\$ 1,066.65
1/03/2024	Australian HVAC Services	Bi-annual Preventative Mainenance - Asett Building	\$ 418.00
1/03/2024	Australian HVAC Services	Air-conditioning maintenance -Rainbow Community	\$ 1,004.30
1/03/2024	Australian HVAC Services	Air-conditioning maintenance - Subiaco Football Club	\$ 242.00
15/03/2024	Australian HVAC Services	Air-conditioning maintenance - Britannia Club	\$ 385.00
15/03/2024	Australian HVAC Services	Bi-annual Preventative Maintenance - Subiaco Football	\$ 313.50
15/03/2024	Australian HVAC Services	Bi-annual Preventative Mainenance - Britannia Reserve	\$ 321.70
15/03/2024	Australian HVAC Services	Bi-annual Preventative Maintenance -Loftus CC	\$ 500.00
26/03/2024	Australian HVAC Services	Air-conditioning maintenance - YMCA	\$ 385.00
26/03/2024	Australian HVAC Services	Air-conditioning maintenance - Admin & Civic Centre	\$ 242.00
26/03/2024	Australian HVAC Services	Air-conditioning maintenance - Admin	\$ 313.50
15/03/2024	Australian Institute of Landsc	Registration - Healing & Therapeutic Landscapes	\$ 220.00
26/03/2024	Australian Institute of Manage	Course time management 05 April 2024	\$ 849.00
26/03/2024	Australian Institute of Manage	Developing Resilience - 23 May 2024	\$ 1,451.00
26/03/2024	Australian Institute of Manage	Creating a High Performance Teams - 26 April 2024	\$ 849.00
15/03/2024	Australian Services Union	Payroll deductions	\$ 185.50
14/03/2024	Australian Services Union	Payroll deductions	\$ 185.50
15/03/2024	Australian Taxation Department	Payroll deductions	\$ 245,014.00
6/03/2024	Australian Taxation Department	Payroll deductions	\$ 242,282.00
1/03/2024	Award Irrigation Pty Ltd	Locating service	\$ 522.50
1/03/2024	Award Irrigation Pty Ltd	Locating service	\$ 1,045.00
15/03/2024	Award Irrigation Pty Ltd	Locating service	\$ 1,672.00
26/03/2024	Award Irrigation Pty Ltd	Locating service	\$ 1,672.00
1/03/2024	Beatty Park Physiotherapy Pty	Fitness instructor fee	\$ 630.00
1/03/2024	Beebs Super Pty Ltd	Rates Refund	\$ 4,000.67
15/03/2024	Biagio Rispoli	Refund of part membership fee - BPLC	\$ 692.47
15/03/2024	Bicycle Network Victoria	Super sunday recreational survey sites	\$ 7,177.50
1/03/2024	Bing Technologies Pty Ltd	Printing and photocopying services	\$ 5,755.19
15/03/2024	Bing Technologies Pty Ltd	Printing and photocopying services	\$ 10,000.02

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Blackwoods Atkins	Hardware supplies	\$ 1,244.22
15/03/2024	Blackwoods Atkins	Hardware supplies	\$ 932.47
15/03/2024	Blackwoods Atkins	Insecticide surface spray - Depot	\$ 192.93
26/03/2024	Blackwoods Atkins	Hardware supplies	\$ 1,326.15
1/03/2024	Bladerunner Trust	Bobcat Hire	\$ 9,718.50
15/03/2024	Bladerunner Trust	Bobcat Hire	\$ 4,383.50
26/03/2024	Bladerunner Trust	Bobcat Hire	\$ 6,369.00
26/03/2024	Bladerunner Trust	Bobcat Hire	\$ 693.00
15/03/2024	Bladon WA	Printing services with COV logo	\$ 2,682.90
26/03/2024	Blue Heeler Trading	Uniform supplies	\$ 1,408.00
1/03/2024	Bluebone Investments Pty Ltd	Refund of planning application fee	\$ 705.00
15/03/2024	Boc Gases Australia Limited	Supply co2 beverage	\$ 773.63
15/03/2024	Boc Gases Australia Limited	Supply 1st aid medical oxygen	\$ 109.99
26/03/2024	Boral Construction Materials G	Supply of concrete	\$ 1,235.04
1/03/2024	Boyan Electrical Services	Hardware supplies	\$ 451.00
15/03/2024	Boyan Electrical Services	Hardware supplies	\$ 866.80
26/03/2024	Bredideca	Supply and fit 1 off deep cycle battery	\$ 412.50
1/03/2024	Bridgestone Australia Ltd	Supply and Fit 4 New Tyres	\$ 2,455.42
1/03/2024	Bridgestone Australia Ltd	Supply fit and conduct wheel alignment	\$ 940.72
1/03/2024	Bridgestone Australia Ltd	Supply and fit tyre P2208	\$ 589.60
15/03/2024	Bridgestone Australia Ltd	Tyre services	\$ 1,502.27
15/03/2024	Bridgestone Australia Ltd	Supply and fit 2 new tyres	\$ 358.82
1/03/2024	Briskleen Supplies	Supply Toiletry and Cleaning Supplies BPLC	\$ 4,056.41
1/03/2024	Briskleen Supplies	Monthly changeover of sanitary & nappy bins BPLC	\$ 1,286.49
26/03/2024	Briskleen Supplies	Supply Toiletry and Cleaning Supplies BPLC	\$ 6,797.71
26/03/2024	Briskleen Supplies	Monthly changeover of sanitary & nappy bins BPLC	\$ 1,286.49
15/03/2024	Brolly Australasia Pty Ltd	Hardware supplies	\$ 9,226.80
15/03/2024	Building and Construction Indu	Levy collection 01.02.24 to 29.02.24	\$ 10,866.05
1/03/2024	Bunnings Group Limited	Hardware supplies	\$ 977.00
15/03/2024	Bunnings Group Limited	Hardware supplies	\$ 1,374.17
26/03/2024	Bunnings Group Limited	Hardware supplies	\$ 125.90
26/03/2024	Bunnings Group Limited	Replacement keys for various locks	\$ 24.12
26/03/2024	Bunnings Group Limited	Supply 2 off 2 wheel trolleys	\$ 169.10
26/03/2024	Business One Stop Shop (BOSS)	Refund of Planning application fee Recei	\$ 295.00
1/03/2024	C.R. Kennedy & Co Pty Ltd	Body Cameras Care Plan FY 2023-2024	\$ 3,080.00
15/03/2024	c2pr Group Pty Ltd	Ad hoc Consultancy	\$ 3,608.00
1/03/2024	Call Associates Pty Ltd	Hardware supplies	\$ 1,992.32
26/03/2024	Call Associates Pty Ltd	Hardware supplies	\$ 2,311.40
26/03/2024	Candice Wilson	Reimbursemnt for attendance at youth ris	\$ 25.00
15/03/2024	Catherine Fragomeni	Rebate for reuseable sanitary product purchase	\$ 50.00
1/03/2024	Catherine Kosick	Reimbursement for items purchases - BPLC	\$ 207.56
1/03/2024	Chadson Engineering Pty Ltd	Repair aquatic wheel chairs	\$ 275.00
26/03/2024	Children's Book Council Of Aus	Annual institutional membership 2024	\$ 75.00
1/03/2024	Chindarsi Architects Pty Ltd	DRP Advice	\$ 440.00
1/03/2024	Ching Man Lee	Reimbursement for purchase of ipad cover	\$ 200.00
26/03/2024	Ching Man Lee	Purchase of items for swim school - BPLC	\$ 72.00
26/03/2024	Choice Constructions Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
1/03/2024	Choiceone Pty Ltd	Hire of temp staff Parks	\$ 7,419.80
1/03/2024	Choiceone Pty Ltd	Hire of temp staff Waste	\$ 2,486.02
1/03/2024	Choiceone Pty Ltd	Hire of temp staff - Parks	\$ 3,709.90
15/03/2024	Choiceone Pty Ltd	Hire of temp staff Parks	\$ 3,544.94
15/03/2024	Choiceone Pty Ltd	Hire of temp staff Waste	\$ 7,029.89
26/03/2024	Choiceone Pty Ltd	Hire of temp staff Parks	\$ 6,822.26
1/03/2024	Christou Design Group Pty Ltd	Design Review Panel Meeting	\$ 550.00
15/03/2024	Christou Design Group Pty Ltd	Design Review Panel Meeting	\$ 220.00
15/03/2024	City of Armadale	Long service leave portability recoup	\$ 5,202.35

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	City of South Perth Municipal	Cat impound fee Jan24	\$ 742.50
1/03/2024	City of South Perth Municipal	Dog impound fee Jan24	\$ 462.00
1/03/2024	City of Stirling	Green waste tipping January 24	\$ 326.10
1/03/2024	City of Stirling	Meals on wheel January 24	\$ 555.68
26/03/2024	City of Stirling	Green waste tipping February 24	\$ 628.42
1/03/2024	City of Vincent	Refund of grounds bond	\$ 34,824.01
15/03/2024	City of Vincent	Payroll deductions	\$ 935.05
14/03/2024	City of Vincent	Payroll deductions	\$ 929.05
6/03/2024	City of Vincent	Superannuation	\$ 3,959.77
6/03/2024	City of Vincent	Superannuation	\$ 307,294.13
15/03/2024	City of Vincent Social Club	Payroll deductions	\$ 447.20
14/03/2024	City of Vincent Social Club	Payroll deductions	\$ 413.00
1/03/2024	Civica Pty Ltd	Hardware supplies	\$ 330.00
15/03/2024	Civica Pty Ltd	Hardware supplies	\$ 264.00
1/03/2024	Claire Armstrong	Rebate for reusable sanitary products	\$ 30.00
26/03/2024	Clever Patch	Library supplies	\$ 118.18
15/03/2024	Coates Hire Operations Pty Ltd	Hire Plant and Machinery	\$ 165.18
26/03/2024	Coates Hire Operations Pty Ltd	Hire Plant and Machinery	\$ 402.64
1/03/2024	Cobblestone Concrete Pty Ltd	Hardware supplies	\$ 12,238.16
15/03/2024	Cockburn Cement Limited	Cement & Pallets	\$ 955.02
1/03/2024	Coffee By The Kilo	Refund of planning application fee	\$ 295.00
15/03/2024	Cohera-Tech Pty Ltd	People counting and Analysis System	\$ 3,377.45
26/03/2024	Cohera-Tech Pty Ltd	Hardware supplies	\$ 85.01
26/03/2024	Colleagues Nagels	Supply of Ranger Notebooks	\$ 743.00
1/03/2024	Commercial Aquatics Australia	Replace chlorine spa pump BPLC	\$ 2,546.50
1/03/2024	Commercial Aquatics Australia	Relocate chlorine injection point BPLC	\$ 1,446.50
1/03/2024	Commercial Aquatics Australia	Service 6 off vacuum breakers	\$ 880.00
26/03/2024	Commercial Aquatics Australia	Service 30mtr salt gen after extended	\$ 363.00
26/03/2024	Commercial Aquatics Australia	Clean 30mtr balance tank after extended	\$ 968.00
1/03/2024	Compu-Stor	Off site storage & digitisation	\$ 3,305.39
15/03/2024	Compu-Stor	Off site storage & digitisation	\$ 335.93
26/03/2024	Compu-Stor	Off site storage & digitisation	\$ 220.01
1/03/2024	Contra-Flow Pty Ltd	Traffic Management - various locations	\$ 44,237.66
1/03/2024	Contra-Flow Pty Ltd	Traffic Management - Brentham/Britannia	\$ 11,769.96
26/03/2024	Contra-Flow Pty Ltd	Traffic Management - Egina St	\$ 13,923.54
26/03/2024	Corsign WA	Signs installations - Snakes symbol	\$ 572.00
1/03/2024	Cromag Pty Ltd t/as Sigma Chem	Repair robotic pool vacuum BPLC	\$ 1,997.60
15/03/2024	Cromag Pty Ltd t/as Sigma Chem	Supply pool chemicals for BPLC	\$ 8,835.98
1/03/2024	CSE Crosscom Pty Ltd	Software Access01 January 24 to 31 March 2024	\$ 6,688.00
15/03/2024	CSE Crosscom Pty Ltd	CSE Crosscom - 1 x FPR Repair Motorola	\$ 654.50
1/03/2024	CTI Security Services Pty Ltd	Alarm Monitoring - Mt Hawthorn Comm Centre	\$ 238.06
26/03/2024	CTI Security Services Pty Ltd	Removal of sensor indoor pool	\$ 270.01
26/03/2024	CTI Security Services Pty Ltd	Service call 27 Feb 2024	\$ 249.00
15/03/2024	CTI Security Systems Pty Ltd	Security Services Mt Hawthorn Community Centre	\$ 7,985.85
1/03/2024	CVP Electrical Co	Pool pump repairs BPLC	\$ 840.84
1/03/2024	CVP Electrical Co	Replace fan in 30 m pool	\$ 876.59
15/03/2024	CVP Electrical Co	Check level control on Leisure pool	\$ 500.50
1/03/2024	CW & SC Dearman	Fitness instructor fee	\$ 240.00
15/03/2024	D Morrissy	Refund for after life guard challenge me	\$ 333.89
15/03/2024	D&L Studio Pty Ltd	Hardware supplies	\$ 74.26
1/03/2024	Dalfour Pty Ltd ITF Brandconne	Drawstring bags for lifeguard gear	\$ 1,134.65
1/03/2024	Dalfour Pty Ltd ITF Brandconne	Kids towel ponchos, beatty branded	\$ 2,406.80
15/03/2024	Dalfour Pty Ltd ITF Brandconne	100x adult ponchos embroidered	\$ 4,055.70
1/03/2024	Daniela Toffali	Fitness instructor fee	\$ 390.00
1/03/2024	David Gray & Co Pty Ltd	Supply of green bins	\$ 3,278.00
1/03/2024	Dene F Lawrence	Catering	\$ 270.48

Payment Date	Payee	DESCRIPTION	AMOUNT
15/03/2024	Department of Mines, Industry	Levy collection fee Feb 2024	\$ 16,382.31
26/03/2024	Department of Planning Lands a	DAP form 2 Ammended 538 Fitzgerald St	\$ 87.00
15/03/2024	Department of Social Serivces	Payroll deductions	\$ 849.16
14/03/2024	Department of Social Serivces	Payroll deductions	\$ 849.16
26/03/2024	Department of Transport	Hardware supplies	\$ 4,474.80
15/03/2024	Design Right	Working drawing, certifications Floreat	\$ 2,420.00
1/03/2024	Devco Holdings Pty Ltd	Maintenance and repairs - BPLC	\$ 16,503.95
15/03/2024	Devco Holdings Pty Ltd	Ceiling replacement - Floreat Athena	\$ 88,567.78
15/03/2024	Devco Holdings Pty Ltd	Maintenance and repairs - Various locations	\$ 32,990.87
26/03/2024	Devco Holdings Pty Ltd	Maintenance and repairs - Various locations	\$ 3,751.68
1/03/2024	Diplomatik Pty Ltd	Hire of temporary staff - Parks	\$ 11,123.63
1/03/2024	Diplomatik Pty Ltd	Hire of temporary staff - Thea Dowling	\$ 1,346.41
15/03/2024	Diplomatik Pty Ltd	Hire of temporary staff - Parks	\$ 3,670.43
26/03/2024	Diplomatik Pty Ltd	Hire of casual labour- Admin	\$ 3,141.46
1/03/2024	Discus on Demand Pty Ltd	Printing services - BPLC	\$ 180.40
1/03/2024	Dismantle Main Account	Clearing right of way and laneway cleaning	\$ 1,056.00
1/03/2024	Dismantle Main Account	Verge work Charles St and clean Wasley c	\$ 616.00
15/03/2024	Dismantle Main Account	Right of way clearing Laneways Feb 2024	\$ 1,908.50
15/03/2024	Dismantle Main Account	Clearing Main Roads fees-Feb 24	\$ 6,083.00
1/03/2024	Diversity Cleaning	Pest services - various locations	\$ 440.00
1/03/2024	DNX Energy	EGR and LGC Services - BPLC	\$ 1,210.00
15/03/2024	DOT AS400 Account	Annual Jetty Fee	\$ 45.10
15/03/2024	Duncan Charles Phillips	GIS Consulting Services	\$ 8,660.00
15/03/2024	E Bentley	Reimbursement for digital release kits	\$ 119.07
1/03/2024	E M & D T Fryer	Rates Refund	\$ 463.67
1/03/2024	Eamco Pty Ltd t/as EOS Electri	Electrical services various	\$ 9,864.46
15/03/2024	Eamco Pty Ltd t/as EOS Electri	Electrical Services - various locations	\$ 29,916.17
1/03/2024	Eclipse Soils Pty Ltd	Supply of Mulch	\$ 3,124.00
15/03/2024	Eclipse Soils Pty Ltd	Supply of Mulch	\$ 17,424.00
26/03/2024	Edward Peter Hobbs	Video shoot for presley story	\$ 3,135.00
1/03/2024	EJ Australia Pty Ltd	Supply of hydro wave grates	\$ 4,889.50
1/03/2024	Electricity Networks Corp	Relocation of western power assets	\$ 15,794.00
26/03/2024	Electricity Networks Corp	Vegetation clearing - Various locations	\$ 7,016.20
26/03/2024	Enviroblast Cannington	High Pressure tidy bin frames Feb 2024	\$ 1,663.50
15/03/2024	Environmental Health Australia	2x EHA Compendium	\$ 60.00
26/03/2024	Environmental Health Australia	EHA Conference - staff training	\$ 4,474.50
15/03/2024	ER NG Woolf	Meeting attendance fee- March 2024	\$ 2,014.17
26/03/2024	ER NG Woolf	Refund of nomination bond	\$ 100.00
15/03/2024	ES Vincent	Payroll deductions	\$ 9,947.32
26/03/2024	Exbo Signage and Print Pty Ltd	Printing Services - Witness Complaint Book	\$ 342.71
26/03/2024	Exteria	Charcoal vasse composite seat with surface mounted	\$ 9,549.10
26/03/2024	Farinosi & Sons Pty Ltd	Various concrete finishing tools	\$ 987.37
26/03/2024	Farinosi & Sons Pty Ltd	Assorted concrete tools - Engineering operations	\$ 1,178.82
1/03/2024	Fire And Emergency Services Au	2023/24 ESL quarter 3 contribution	\$ 2,313,342.53
1/03/2024	Firstaidpro	First Aid - Training	\$ 1,290.00
15/03/2024	Firstaidpro	First aid training additional candidates	\$ 693.00
1/03/2024	Five Star Settlements Trust Ac	Rates Refund	\$ 1,122.00
1/03/2024	Flex Fitness Equipment	Fitness instructor fee	\$ 269.10
1/03/2024	Flexi Staff Group Pty Ltd	Hire of casual labour - Parks	\$ 28,049.43
1/03/2024	Flexi Staff Group Pty Ltd	Hire of casual labour - Waste	\$ 23,191.20
1/03/2024	Flexi Staff Group Pty Ltd	Hire of casual labour - Engineering	\$ 6,252.95
1/03/2024	Flexi Staff Group Pty Ltd	Hire of casual labour - Construction	\$ 22,897.60
1/03/2024	Flick Anticimex Pty Ltd	Pest control services - Various Locations	\$ 7,186.98
1/03/2024	Floreat Athena Football Club	Recoup cost for hire of temporary fencing	\$ 2,040.50
1/03/2024	Focus Networks	Overdue interest charges	\$ 6.77
1/03/2024	Focus Networks	Setup Nessus Vulnerability Scan	\$ 27.29

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Focus Networks	SSL Certificate eservices	\$ 187.00
1/03/2024	Focus Networks	Software as a Service charges	\$ 13,480.17
1/03/2024	Focus Networks	Software as a Service charges	\$ 16,031.35
1/03/2024	Focus Networks	Monthly subscription charges - Feb 24	\$ 30,541.50
15/03/2024	Focus Networks	Pre Paid Block Hours - WALGA Member	\$ 5,610.00
15/03/2024	Focus Networks	Monthly service charges February 2024	\$ 31,696.50
15/03/2024	Focus Networks	Exchange online plan 2 microsoft	\$ 512.41
15/03/2024	Focus Networks	WiFi Infrastructure Upgrade	\$ 7,109.17
15/03/2024	Focus Networks	Nessus vulnerability scann Weekly SaaS	\$ 1,716.00
26/03/2024	Focus Networks	Hardware supplies	\$ 15,353.25
26/03/2024	G and I Loiacono	Rates Refund	\$ 469.82
15/03/2024	GHD Pty Ltd	Drainage Design Brief - Mt Hawthorn	\$ 2,163.26
15/03/2024	Givago Pty Ltd	Refund of receipt 1521429	\$ 208.00
26/03/2024	Goldpin Corporation Pty Ltd	Keiser Studio Plus Spin Cycle with Ride	\$ 34,430.00
15/03/2024	Golly Investments	Catering - Financial WA	\$ 195.00
15/03/2024	Golly Investments	Catering for STAG meeting on 8 Feb 24	\$ 105.00
15/03/2024	Governance Institute of Austra	Governance and Risk Management Forum	\$ 540.00
26/03/2024	Governance Institute of Austra	Hardware supplies	\$ 4,723.00
1/03/2024	Grille Pty Ltd	Revival of drinking fountain with a dog bowl	\$ 4,785.00
1/03/2024	Gym Supplies Australia Pty Ltd	Tricep ropes, steel snap hooks - BPLC	\$ 204.85
15/03/2024	Gypsum Solutions	Disposable Towels for Resale at Reception	\$ 275.22
26/03/2024	Hames Sharley WA Pty Ltd	Variation PO 7166874 - Vincent Link & Place	\$ 20,653.60
1/03/2024	Harbour Software Pty Ltd	Annual subscription Nov23 to Oct24	\$ 5,869.60
1/03/2024	Hays Personnel Services (Austr	Temp staff -Admin	\$ 8,668.41
15/03/2024	Health Insurance Fund of Austr	Payroll deductions	\$ 192.60
14/03/2024	Health Insurance Fund of Austr	Payroll deductions	\$ 192.60
26/03/2024	Health Safety Works	Online Induction Platform 2023/2024	\$ 110.00
26/03/2024	Heavy Automatics Pty Ltd	P3527 Gear box - oil leak	\$ 781.00
1/03/2024	Helen Huynh Mai Nguyen	Rebate for reusable sanitary products	\$ 38.49
1/03/2024	Hempel (Wattyl) Australia Pty	Purchase of 10 liter red pain for street artwork	\$ 309.25
26/03/2024	Hoang T Nguyen	Refund of part membership fees- BPLC	\$ 398.03
1/03/2024	Hoskins Investments Pty Ltd	Progress claim 5-Admin Foyer Additional	\$ 302.50
1/03/2024	Hoskins Investments Pty Ltd	Progress claim 3 - Admin Foyer Disability	\$ 9,182.24
1/03/2024	Hoskins Investments Pty Ltd	Final claim - Admin Foyer Disability Upgrade	\$ 792.00
1/03/2024	Hoskins Investments Pty Ltd	Progress claim 4 - Admin Foyer Disability	\$ 687.28
15/03/2024	Hoskins Investments Pty Ltd	Admin Foyer Disability -Progress claim 2	\$ 94,139.38
26/03/2024	Hui Xian McGovern	Refund of the part membership fee BPLC	\$ 144.10
26/03/2024	Hyde Park Fair Account	Festival and Event Sponsorship Hyde Park	\$ 3,300.00
1/03/2024	Iconic Property Services Pty L	Periodic Cleaning Mt Hawthorn Main Hall	\$ 2,343.00
1/03/2024	Iconic Property Services Pty L	Periodic Cleaning Loftus	\$ 715.00
1/03/2024	Iconic Property Services Pty L	Periodic Cleaning Loftus	\$ 1,386.00
26/03/2024	Iconic Property Services Pty L	Library centre -Cleaning	\$ 266.62
26/03/2024	Iconic Property Services Pty L	Cleaning services for library and Loftus CC	\$ 577.67
1/03/2024	IE House Pty Ltd	Refund of planning application fee	\$ 3,499.00
1/03/2024	IKEA Pty Ltd	Purchase of furniture - BPLC	\$ 750.00
1/03/2024	ILHA Pty Ltd trading as Thrift	Vehicle hire	\$ 4,739.04
1/03/2024	Imagesource	Printing services - lap lane sign outdoor	\$ 1,974.50
26/03/2024	Indigo Bay Events	Event Catering and Staff MRC 21 Sep 23	\$ 1,596.56
26/03/2024	Inlogik Pty Ltd	Monthly subscription Feb 24	\$ 258.94
1/03/2024	Instant Windscreens	Repairs and maintenance to car windows	\$ 670.00
15/03/2024	J & K Hopkins	Office chair for Amin	\$ 439.00
26/03/2024	J E Kirk-Burnnand	Refund of part dog registration fee	\$ 300.00
1/03/2024	J P Marsland	Fitness instructor fee	\$ 420.00
26/03/2024	J P Marsland	Fitness instructor fee	\$ 840.00
15/03/2024	Jackson McDonald General Accou	Legal advice for HR Matters	\$ 4,977.50
1/03/2024	James Chung	Fitness instructor fee	\$ 420.00

Payment Date	Payee	DESCRIPTION	AMOUNT
15/03/2024	James Chung	Fitness instructor fee	\$ 240.00
15/03/2024	Janet Verburg	Fitness instructor fee	\$ 1,262.00
1/03/2024	Janetto Osborne	Service and repairs	\$ 4,342.04
26/03/2024	Janetto Osborne	Purchase of vehicle	\$ 34,713.82
26/03/2024	Janetto Osborne	Purchase of vehicle	\$ 38,269.73
1/03/2024	JB Commercial Ltd	Recycled Laptop Sleeve	\$ 2,110.08
1/03/2024	JB Commercial Ltd	Purchase of iPads	\$ 1,519.21
1/03/2024	JB Commercial Ltd	Purchase of Samsung mobile phone	\$ 707.36
1/03/2024	JB Commercial Ltd	Purchase of iphone - Engineering department	\$ 696.25
26/03/2024	JB Commercial Ltd	Hardware supplies	\$ 478.25
26/03/2024	JB Commercial Ltd	Supply of Chromecast with Google TV	\$ 468.25
26/03/2024	JB Commercial Ltd	Supply screen protector Samsung A54	\$ 19.10
15/03/2024	Jonathan Hallett	Hardware supplies	\$ 2,014.17
1/03/2024	Julian Vinciullo	Rates Refund	\$ 308.88
1/03/2024	Julie Baughan	Reimbursement for supplies for bin	\$ 64.63
15/03/2024	Julie Baughan	Reimbursment for fuel of pool car	\$ 73.95
1/03/2024	K.S.Black Pty Limited	Bore Development and Pump Service	\$ 2,145.00
15/03/2024	K.S.Black Pty Limited	Bore Development and Pump Service	\$ 1,885.40
1/03/2024	Kambarang Services Pty Ltd	Facilitation for elder's meeting	\$ 2,100.00
1/03/2024	Karsen Reynolds	Reimbursement for parking fee -SAT meeting	\$ 9.09
15/03/2024	Kasse M McCummiskey	Fitness instructor fee	\$ 120.00
1/03/2024	Kate Hansen	Donation towards human library	\$ 500.00
1/03/2024	Kate Smith	Fitness instructor fee	\$ 1,260.00
26/03/2024	Katherine Wilkinson	Pool noodles for resale - BPLC	\$ 200.00
15/03/2024	Kathryn S Clare	Fintess instructor fee	\$ 180.00
26/03/2024	Kathryn S Clare	Fitness instructor fee	\$ 240.00
1/03/2024	Kayleigh Peace	Fitness instructor fee	\$ 120.00
15/03/2024	Kayleigh Peace	Fitness instructor fee	\$ 360.00
15/03/2024	KELYN Training Services	Communicate in workplace and traffic mangement	\$ 3,990.00
1/03/2024	Kevin Concha	Reimbursement for purchase of whistles	\$ 72.00
1/03/2024	Kieran Ward	DRP Advice	\$ 1,200.00
15/03/2024	Kilmore Group Pty Ltd	Leederville Oval Roof repair progress claim 3	\$ 259,917.72
1/03/2024	Kingdale Investments Pty Ltd	Purchase of bags and caps - BPLC branded	\$ 1,446.50
1/03/2024	Kingsway Bay Pty Ltd	Zoggs stock for sale in retail shop	\$ 683.10
15/03/2024	Kingsway Bay Pty Ltd	Zoggs stock for sale in retail shop	\$ 15,684.02
1/03/2024	Kone Elevators Pty Ltd	Service lift Beatty Park	\$ 1,161.96
1/03/2024	Kone Elevators Pty Ltd	Phone install in Beatty park lift	\$ 2,686.77
26/03/2024	Kone Elevators Pty Ltd	Service lift Beatty Park	\$ 1,135.56
26/03/2024	Kone Elevators Pty Ltd	Service lift Mt Hawthorn CC	\$ 1,238.82
15/03/2024	Kyilla Primary P&C Assoc Inc	Donation for twilight makers market event	\$ 500.00
1/03/2024	Landmark Operations Limited	Emergency reticulation parts	\$ 179.33
15/03/2024	Landmark Operations Limited	Sprinklers and risers	\$ 231.16
1/03/2024	Leo Heaney Pty Ltd	Sprinklers and risers	\$ 22,176.00
26/03/2024	Leo Heaney Pty Ltd	Street Tree Planting & Watering	\$ 75,669.00
26/03/2024	Leo Heaney Pty Ltd	Reticulation Flushing	\$ 1,584.00
26/03/2024	Les Mills	Les Mills Music License Fees Mar 2024	\$ 1,871.36
26/03/2024	LG Solutions Pty Ltd	Financial Reporting template FY 23/24	\$ 8,525.00
1/03/2024	Line Marking Specialists	Line Marking services Various street	\$ 3,628.90
26/03/2024	Line Marking Specialists	Line Marking services Various street	\$ 16,055.71
1/03/2024	Lisa Joy Sharp	Fitness instructor fee	\$ 300.00
1/03/2024	Liveable Group Pty Ltd	Tree pruning & removal services	\$ 10,054.00
15/03/2024	Liveable Group Pty Ltd	Tree pruning & removal services	\$ 6,207.85
26/03/2024	Liveable Group Pty Ltd	Tree pruning & removal services	\$ 16,393.30
15/03/2024	LIZO Pty Ltd	Purchase whippy heads	\$ 290.00
15/03/2024	LIZO Pty Ltd	Stihl Backpack Blower	\$ 2,123.30
15/03/2024	LIZO Pty Ltd	Purchase of whippy heads	\$ 1,793.20

Payment Date	Payee	DESCRIPTION	AMOUNT
15/03/2024	LIZO Pty Ltd	Stihl Vacuum SE 62 Wet & Dry	\$ 341.10
26/03/2024	LKS Constructions (WA) Pty Ltd	Beatty Park Leisure Centre - Progress claim 1	\$ 125,053.06
1/03/2024	Local Geotechnics	Geotechnical investigation report	\$ 1,210.00
1/03/2024	Local Government Professionals	Project management essential	\$ 1,000.00
1/03/2024	Local Government Professionals	Management Challenge 2024	\$ 6,325.00
1/03/2024	Local Government Professionals	Youth Week movie Cinema Hire	\$ 650.00
1/03/2024	Local Government Professionals	Frame Court Parking Permit Refund - March 24	\$ 495.00
1/03/2024	Local Government Professionals	Microsoft excel workshop	\$ 550.00
1/03/2024	Local Government Professionals	Evaluation framework workshop	\$ 880.00
15/03/2024	Local Government Professionals	Registration - Ignite Leadership Program	\$ 3,510.00
15/03/2024	Luke McGuirk	Refund of the part membership fee BPLC	\$ 390.00
26/03/2024	Luna Palace Joint Venture	Youth Week movie Cinema Hire 8 April 2024	\$ 1,375.00
26/03/2024	Lydia Crawford	Frame Court Parking Permit Refund - March 2024	\$ 210.00
1/03/2024	Macdonald Johnston Engineering	New slide rollers fitted depot	\$ 937.21
1/03/2024	Macdonald Johnston Engineering	Rebuild Arm Grab	\$ 5,094.28
15/03/2024	Macdonald Johnston Engineering	Plant repairs and maintenance	\$ 266.46
15/03/2024	Macdonald Johnston Engineering	Plant repairs and maintenance	\$ 7,239.30
15/03/2024	Main Roads Operating	Reinstate traffic signals loop	\$ 4,288.03
26/03/2024	Main Roads Operating	Line marking installation Fitzgerald and Bulwer street	\$ 20,642.81
1/03/2024	Majestic Plumbing Pty Ltd	Plumbing services various locations	\$ 3,890.49
15/03/2024	Majestic Plumbing Pty Ltd	Plumbing services various locations	\$ 3,931.51
26/03/2024	Majestic Plumbing Pty Ltd	Plumbing services various locations	\$ 13,754.14
1/03/2024	Major Motors Pty Ltd	Re-gas air con tidy truck	\$ 404.25
26/03/2024	Major Motors Pty Ltd	Service tidy truck & repair airconditioning	\$ 5,945.69
26/03/2024	Manage IT	Refund for payment processed in error to BPLC	\$ 132.60
15/03/2024	Marcus West and Amelia Coleman	Refund of the part membership fee BPLC	\$ 12.39
1/03/2024	Marema Nominees	Predesign inspection and structure certification	\$ 1,375.00
15/03/2024	Margaret River Agencies	Catering for city functions	\$ 132.00
1/03/2024	Mary Slater	Fitness instructor fee	\$ 252.00
15/03/2024	Mary Slater	Fitness instructor fee	\$ 126.00
26/03/2024	Mary Slater	Fitness instructor fee	\$ 189.00
26/03/2024	Mazami Pty Ltd	Speaker fee on Gut health	\$ 385.00
1/03/2024	McLeods	Legal fees	\$ 22,063.99
1/03/2024	Message4U Pty Ltd	SMS integrating for Phoenix	\$ 212.20
26/03/2024	Message4U Pty Ltd	SMS integrating for Phoenix	\$ 224.51
15/03/2024	Meter Office Products	WaterProof paper for Swim School	\$ 278.85
1/03/2024	Military Pty T/As SAS Locksmit	Key cutting and lock maintenance service	\$ 2,495.63
15/03/2024	Military Pty T/As SAS Locksmit	Key cutting and lock maintenance service	\$ 580.65
15/03/2024	Mimi Seng	Refund of part dog registration fee	\$ 150.00
1/03/2024	Mindarie Regional Council	Non processable waste	\$ 13,573.71
1/03/2024	Mindarie Regional Council	Processable waste	\$ 78,415.90
1/03/2024	Mindarie Regional Council	Reimbursement of Administration Expenses Feb 24	\$ 35,570.60
15/03/2024	Mindarie Regional Council	Non processable waste	\$ 2,390.18
15/03/2024	Mindarie Regional Council	Processable waste	\$ 30,075.74
26/03/2024	Mindarie Regional Council	Non processable waste	\$ 2,420.07
26/03/2024	Mindarie Regional Council	Processable waste	\$ 16,448.88
26/03/2024	Mindarie Regional Council	Reimbursement of Administration Expenses Mar 24	\$ 35,570.60
15/03/2024	Monash University General Acco	Registration - Applying behavioural science	\$ 1,980.00
15/03/2024	Monique Humich	Fitness instructor fee	\$ 1,140.00
1/03/2024	Montes Hector Manueline Lozano	Fitness instructor fee	\$ 325.00
1/03/2024	Mount Hawthorn Hub Inc	TTG Mt Hawthorn Hub- Grant	\$ 7,500.00
1/03/2024	Mr Matthew George Jajko	Fitness instructor fee	\$ 120.00
26/03/2024	Mr Matthew George Jajko	Fitness instructor fee	\$ 60.00
15/03/2024	Ms D Zuk	Photography services - Luner new year day	\$ 297.00
1/03/2024	Mule Engineering Pty Ltd	Tail lift Service (bin trucks)	\$ 154.00
15/03/2024	Mutiara Sunarko	International womens day webinar	\$ 607.88

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Nao Williams	Fitness instructor fee	\$ 280.00
1/03/2024	Natale Group Australia PL	Security services	\$ 5,313.69
26/03/2024	Natale Group Australia PL	Security services	\$ 4,250.95
1/03/2024	Natalie Jayne Interiors	Printing services - BPLC	\$ 72.00
15/03/2024	Nathan Stokes	Internation womens days webinar	\$ 99.00
15/03/2024	National Refrigeration Solutio	Evaporative cooler & 4 way plenums removal	\$ 6,640.37
1/03/2024	Natural Area Holdings Pty Ltd	Banks Reserve weed control	\$ 880.00
1/03/2024	Natural Area Holdings Pty Ltd	Les Lilleyman res weed control	\$ 2,992.00
15/03/2024	Natural Area Holdings Pty Ltd	Banks Reserve weed control	\$ 4,488.00
15/03/2024	Natural Area Holdings Pty Ltd	Charles Veryard Annual weed control	\$ 1,496.00
1/03/2024	Newground Water Services Pty L	Claim 1 for works at Sutherland st	\$ 49,490.98
15/03/2024	Newground Water Services Pty L	Water flow and pressure test at loftus centre	\$ 484.00
15/03/2024	Newground Water Services Pty L	Claim 2 for works at Sutherland st	\$ 1,010.02
26/03/2024	Newground Water Services Pty L	Irrigation design renewal Axford park	\$ 330.00
1/03/2024	Nicholas Jolly & Associates Pt	Fitness instructor fee	\$ 66.00
15/03/2024	Nicholas Jolly & Associates Pt	Fitness instructor fee	\$ 132.00
1/03/2024	Nicola Vrachnas	Fitness instructor fee	\$ 540.00
1/03/2024	Nightlife Music Pty Ltd	Supply Crowd DJ for the gym - March 2024	\$ 417.94
1/03/2024	Noma Pty Ltd	Design Review Panel advice	\$ 3,630.00
15/03/2024	Northsands Resources	Sand Paving	\$ 777.92
26/03/2024	Northsands Resources	Sand Paving	\$ 992.42
26/03/2024	Northsands Resources	Disposal of construction waste	\$ 4,830.32
1/03/2024	Nyoongar Patrol Systems Inc	Nyoongar Outreach Services 2023-2024	\$ 55,000.00
1/03/2024	Officeworks Ltd	Stationery and office supplies	\$ 320.93
15/03/2024	Officeworks Ltd	Stationery and office supplies	\$ 2,596.83
26/03/2024	Officeworks Ltd	Stationery and office supplies	\$ 231.23
26/03/2024	Olive	Small swimming pool mural	\$ 550.00
26/03/2024	Olla and Amir Dedic	Milk supplies for various departments	\$ 210.30
1/03/2024	Omnicom Media Group Australia	Bi-monthly advertising Perth Voice	\$ 1,149.50
15/03/2024	Omnicom Media Group Australia	Public Notice - Draft for healthy food and drinks	\$ 312.27
15/03/2024	Omnicom Media Group Australia	Public notice - Local Government Tenders	\$ 775.25
15/03/2024	Omnicom Media Group Australia	Advertising - Local government tenders	\$ 527.79
15/03/2024	OPAM Business	Consulting and review for Odour	\$ 5,341.05
1/03/2024	Open Systems Technology Pty Lt	Professional services - Pre-paid support	\$ 19,904.50
1/03/2024	Open Systems Technology Pty Lt	Monthly STP payment - Dec23	\$ 385.00
1/03/2024	Open Systems Technology Pty Lt	Professional services - CRMS & Others Jan 24	\$ 430.69
1/03/2024	Open Systems Technology Pty Lt	Microsoft Azure hosting fee - Jan24	\$ 1,070.87
26/03/2024	Open Systems Technology Pty Lt	Microsoft Azure hosting fee - Feb 24	\$ 1,069.21
26/03/2024	Optus Billing Services Pty Ltd	Admin phone - May 23	\$ 11,878.42
26/03/2024	Optus Billing Services Pty Ltd	Mobile plan - Feb 24	\$ 3,323.02
26/03/2024	Optus Billing Services Pty Ltd	Admin phone - Jan 2024	\$ 3,098.38
26/03/2024	Optus Billing Services Pty Ltd	Admin internet - Feb 24	\$ 6,547.34
26/03/2024	Otis Elevator Company Pty Ltd	Maintenance fee	\$ 2,568.68
26/03/2024	Otis Elevator Company Pty Ltd	Maintenance fee	\$ 2,568.69
26/03/2024	Otis Elevator Company Pty Ltd	Maintenance fee	\$ 2,658.55
1/03/2024	Oxford Retail Pty Ltd	Printing Services - recyclable postcards	\$ 70.00
1/03/2024	Oxford Retail Pty Ltd	Printing servoces - Business Cards	\$ 230.00
1/03/2024	Oxford Retail Pty Ltd	Printing Services - A6 flyer	\$ 87.50
1/03/2024	Oxford Retail Pty Ltd	Printing Services - A6 & A3 flyers	\$ 122.50
15/03/2024	Oxford Retail Pty Ltd	Printing services - Bunuru Posters	\$ 123.50
15/03/2024	Oxford Retail Pty Ltd	Printing services - Lunar New Year	\$ 100.00
26/03/2024	Oxford Retail Pty Ltd	Printing Services - A6 & A3 flyers	\$ 605.00
26/03/2024	Oxford Retail Pty Ltd	Printing services - Britannia st traffic control	\$ 28.00
26/03/2024	Oxford Retail Pty Ltd	Printing services of postcards	\$ 72.45
15/03/2024	P.R. King & Sons Pty Ltd	General services to platform lift Mt Hawthorn	\$ 891.00
1/03/2024	Paint & Gather	For valentines gift box workshop	\$ 480.00

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Paragon Construction Solutions	30 mtr & 12 mtr pool tile Progress claim 6	\$ 220,600.57
15/03/2024	Paragon Construction Solutions	Claim 7- 30 mts and 12 mt pool tile renewal	\$ 5,500.00
15/03/2024	Paragon Construction Solutions	Earthing post discovery of damage	\$ 11,220.00
15/03/2024	Paxon Business & Financial Ser	Review and finalised audit report Reg 5	\$ 9,240.00
15/03/2024	Paxon Business & Financial Ser	Preparation of internal audit Reg 17	\$ 9,240.00
13/02/2024	PAYROLL	Pay Period 20	\$ 762,496.52
14/02/2024	PAYROLL	Pay Period 19	\$ 773,715.01
1/03/2024	Pei-Chea Tran	Fitness instructor fee	\$ 600.00
15/03/2024	Pei-Chea Tran	Fitness instructor fee	\$ 360.00
15/03/2024	People Sense	EAP services Feb 24	\$ 2,537.98
1/03/2024	Perth DJ Hire	DJ hire - BPLC	\$ 495.00
15/03/2024	Perth Playground and Rubber Pt	Ellesmere Street Reserve Soft fall installation	\$ 75,394.00
26/03/2024	Perth Playground and Rubber Pt	Menzies Park soft fall replacement	\$ 61,270.00
26/03/2024	Phase3 Landscape Construction	Robertson Park - Progress claim 1	\$ 30,779.53
1/03/2024	Pickles Auctions	Transport pickup services	\$ 385.00
26/03/2024	Pink Hygiene Solutions	Sharps collection/disposal	\$ 506.23
26/03/2024	Pink Hygiene Solutions	Sharps collection/disposal	\$ 1,890.10
1/03/2024	Pixelcase Group Pty Ltd	Aero Ranger ALPR Hardware vehicle kits	\$ 5,689.12
26/03/2024	Pixelcase Group Pty Ltd	Aero Ranger ALPR Hardware vehicle kits	\$ 5,689.12
26/03/2024	PJA Holdings (Australia) Pty L	Norfolk Neighbourhood Safe active	\$ 6,160.00
26/03/2024	PJA Holdings (Australia) Pty L	Norfolk Neighbourhood Safe active	\$ 39,644.00
1/03/2024	Planmate Systems Pty Ltd	Plantmate A0 Plan Clamps boxes	\$ 894.30
1/03/2024	Planning Institute Australia	Registration - International Women's Day	\$ 130.00
26/03/2024	PPG Industries Australia Pty L	Purchase of 10 Litres of paint	\$ 1,614.77
15/03/2024	Premier Envelopes Australia	Purchase of DLX 120*35 window faced envelops	\$ 540.10
15/03/2024	PriceMark Pty Ltd	Supply of pink and orange tyvek band	\$ 564.30
26/03/2024	Pride Western Australia Incorp	Pride Fairday - 2023/24 event sponsorship	\$ 5,500.00
1/03/2024	Primavera Quality Meats	Supply and Delivery waste team BBQ event	\$ 287.00
1/03/2024	Print and Sign Co	Printing services Various	\$ 5,228.52
15/03/2024	Print and Sign Co	Printing services - Business cards	\$ 170.50
15/03/2024	Print and Sign Co	Printing services - 3mm aluminium composite signs	\$ 72.60
26/03/2024	Print and Sign Co	Printing services - Various	\$ 1,010.24
15/03/2024	Pro Turf Services	Plant repairs and maintenance	\$ 2,882.77
26/03/2024	Pro Turf Services	Plant repairs and maintenance	\$ 463.32
26/03/2024	Proficiency Group Pty Ltd	IM and ICT Support Services	\$ 110.00
1/03/2024	Profounder Turfmaster Pty Ltd	Leederville Oval Returf Centre 120m2	\$ 3,300.00
1/03/2024	Profounder Turfmaster Pty Ltd	Birdwood Square turf renovations	\$ 14,952.14
1/03/2024	Profounder Turfmaster Pty Ltd	Leederville Oval Turf Maintenance Feb24	\$ 1,525.12
1/03/2024	Programmed Skilled Workforce L	Hire of agency Staff	\$ 4,235.00
1/03/2024	Protector Fire Services Pty Lt	Fire equipment maintenance - various locations	\$ 2,640.00
1/03/2024	Protector Fire Services Pty Lt	Fire equipment maintenance - Admin building	\$ 4,675.00
15/03/2024	Protector Fire Services Pty Lt	Fire equipment maintenance - BPLC	\$ 272.25
26/03/2024	Protector Fire Services Pty Lt	Fire equipment maintenance - various locations	\$ 2,667.50
26/03/2024	Protector Fire Services Pty Lt	Fire equipment maintenance - BPLC	\$ 7,108.20
26/03/2024	Protector Fire Services Pty Lt	Fire pump-set System Five (5) yearly pump services	\$ 5,137.00
15/03/2024	Q T Nguyen	Reimbursement for hearing test	\$ 80.00
1/03/2024	R & S Holloway	Refund of part dog registration fee	\$ 75.00
1/03/2024	RAC Motoring	Towing fee	\$ 105.00
1/03/2024	Rachel Freitas	Fitness instructor fee	\$ 900.00
15/03/2024	Rachel Freitas	Fitness instructor fee	\$ 240.00
1/03/2024	Rada Mirceta	Cleaning of indoor & spa	\$ 12,570.00
15/03/2024	Rada Mirceta	After hours and additional cleaning of BPLC	\$ 12,570.00
26/03/2024	Rada Mirceta	High pressure cleaning	\$ 2,200.00
1/03/2024	REALMstudios Pty Ltd	DRP Advice	\$ 440.00
1/03/2024	Rebecca Ross	Reimbursement for purchasing of pricing gun	\$ 59.95
1/03/2024	Regents Commercial Trust Accou	Water service 1.01.24-29.02.24 Lot50	\$ 322.20

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Regents Commercial Trust Accou	Council rates 23/24 - 4 of 4 Lot 49	\$ 1,541.34
1/03/2024	Regents Commercial Trust Accou	Council rates 23/27 Installment 4 of 4 - lot 50	\$ 2,216.25
15/03/2024	Regents Commercial Trust Accou	Rent - Barlee St CP March 2024	\$ 8,460.40
15/03/2024	Renata Popis	Fitness instructor fee	\$ 280.00
15/03/2024	Rental Management Australia	Rates Refund	\$ 395.42
15/03/2024	Repco Auto Parts	Auto parts supplies	\$ 240.10
1/03/2024	Replas	Supply in ground mounted drinking fountain	\$ 864.70
1/03/2024	Retech Rubber	Repairs to softfall play area- Norwood park	\$ 935.00
26/03/2024	Revelation Perth International	Management of COV Film Project - Instalment 2	\$ 15,400.00
1/03/2024	Richard Harrison	Beehive treatment in verge tree - Egina St	\$ 500.00
15/03/2024	RJ & MT Alexander	Meeting attendance fee- March 2024	\$ 2,014.17
26/03/2024	RJ & MT Alexander	Refund of nomination bond	\$ 100.00
1/03/2024	Road Specialist Australia P/L	Service operation rear of flocon truck	\$ 5,352.38
1/03/2024	Rosevale Electrical	Electrical services - BPLC	\$ 2,640.00
1/03/2024	Rosevale Electrical	Electrical services - Create RCD asset register	\$ 4,470.40
15/03/2024	Rosevale Electrical	Electrical services - BPLC	\$ 1,100.00
26/03/2024	Rosevale Electrical	Electrical services - BPLC	\$ 2,412.15
1/03/2024	Rosie O	Supplies for Magic show	\$ 330.00
1/03/2024	Russell Building Approvals	Consultancy services	\$ 1,056.00
15/03/2024	S & S Massey	Milk supplies - depot	\$ 381.60
26/03/2024	S & S Massey	Milk supplies - depot	\$ 381.60
1/03/2024	S E Nibali	Reimbursement of dog registration fee	\$ 150.00
1/03/2024	Safety Barriers WA Pty Ltd	Supply and install safety barrier - Mt Hawthorn	\$ 13,717.55
1/03/2024	Sanderson Engineering	Plant repairs and maintenance	\$ 831.00
1/03/2024	Sandra Stibora	Fitness instructor fee	\$ 120.00
15/03/2024	Sarah Boyatzis	Rebate of reuseable sanitary product purchases	\$ 42.62
15/03/2024	Sasha Wasley	Making A Mystery Workshop Children's Writing	\$ 339.00
1/03/2024	Scarboro Motors Pty Ltd	Plant services	\$ 1,437.93
26/03/2024	Schlager Group Pty Ltd	Payment for progress claim 3	\$ 100,848.20
26/03/2024	Seaport Nominees	Supply of signs - Litus Stadium	\$ 5,962.00
15/03/2024	SEEK Limited	Employment advertisements	\$ 3,783.56
26/03/2024	Seeking Promotions Pty Ltd	Brand Ambassador - Smoke Free Town Centre	\$ 2,011.35
15/03/2024	Seraphina Tan	Refund of part dog registration fee	\$ 150.00
1/03/2024	Setondji Jessica Lowden	Fitness instructor fee	\$ 240.00
15/03/2024	Sharon Gregory	Noongar acknowledgement	\$ 600.00
1/03/2024	Sherina Patchett	Fitness instructor fee	\$ 322.00
1/03/2024	Sherina Patchett	Fintess instructor fee	\$ 230.00
15/03/2024	Sherina Patchett	Fitness instructor fee	\$ 276.00
1/03/2024	Shop for Shops	Retail display items - BPLC	\$ 752.15
26/03/2024	Shred-X Pty Ltd	Bin exchange - BPLC	\$ 229.86
26/03/2024	Smoke and Mirrors Audio Visual	Supply of PA System - Citizenship ceremony	\$ 883.00
26/03/2024	Solo Resource Recovery	Pressure cleaning services - Depot	\$ 21,587.78
15/03/2024	Sophie M Greer	Meeting attendance fee- March 2024	\$ 2,014.17
26/03/2024	Sophie M Greer	Refund of nomination bond	\$ 100.00
1/03/2024	Soul Gestures	Video footage - BPLC	\$ 550.00
15/03/2024	SoundBay Pty Ltd	Purchase of portable bluetooth PA system with 2 mics	\$ 1,050.00
26/03/2024	Soundtown	Fitness instructor fee	\$ 993.00
26/03/2024	SpacetoCo	Facilities weekly reporting and financial handling	\$ 660.00
15/03/2024	Specialized Cleaning Group Pty	Hire of road sweeper	\$ 9,373.65
15/03/2024	Speedo Australia Pty Ltd	Speedo stock for resale in the retail shop BPLC	\$ 20,823.00
26/03/2024	Spring SPP Pty Ltd	Refund of planning application fee	\$ 222.00
1/03/2024	St John Ambulance Australia	First Aid training - Bree Newman	\$ 170.00
15/03/2024	St John Ambulance Australia	First Aid Kit Servicing	\$ 872.07
15/03/2024	St John Ambulance Australia	Maintain Fleet First Aid Kits	\$ 219.64
15/03/2024	St John Ambulance Australia	Depot - Service first aid kits	\$ 162.04
15/03/2024	St Patrick's Day WA Inc	St Patricks day and festival sponsorship	\$ 18,700.00

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Stott Hoare	Supply of LCD Digital Signage Display	\$ 10,424.70
1/03/2024	Stott Hoare	Supply of Dell Docking Station	\$ 28,187.50
1/03/2024	Stott Hoare	Supply of Dell Multimedia Keyboard	\$ 385.00
15/03/2024	Stott Hoare	Supply of Dell B	\$ 533.50
1/03/2024	Suez Recycling & Recovery (Per	Waste collection- 244 Vincent Jan24	\$ 21,109.97
26/03/2024	Suez Recycling & Recovery (Per	Processing/sorting recyclables - Feb24	\$ 18,661.76
15/03/2024	Sun Bum	Purchase Sun Bum products for resaleBPLC	\$ 2,138.96
26/03/2024	Superior Pak Pty Ltd	Plant repairs and maintenance	\$ 2,904.07
15/03/2024	Suzanne Womer	Meeting attendance fee- March 2024	\$ 2,014.17
26/03/2024	Suzanne Womer	Refund of nomination bond	\$ 200.00
1/03/2024	Synergy	Electricity charges-various locations	\$ 27,134.39
15/03/2024	Synergy	Electricity charges-various locations	\$ 308,277.38
26/03/2024	Synergy	Electricity charges-various locations	\$ 70,007.03
15/03/2024	T J Depiazzi & Sons	Supply of Mulch	\$ 3,161.99
1/03/2024	T&H Wilkes Pty Ltd	Gravel supplies	\$ 4,070.00
15/03/2024	T&H Wilkes Pty Ltd	Gravel supplies	\$ 23,547.70
1/03/2024	Talis Consultants Pty Ltd	Highgate precinct traffic safety assesment	\$ 2,871.00
26/03/2024	Talis Consultants Pty Ltd	Consultancy Services - Egina St Survey	\$ 1,650.00
26/03/2024	Talis Consultants Pty Ltd	Highgate Precinct Traffic safety assessment	\$ 2,552.00
1/03/2024	Telstra Limited	Service and equipment rental	\$ 468.47
1/03/2024	Temptations Catering	Catering for Council Meeting 21 Nov 24	\$ 565.46
15/03/2024	Temptations Catering	Catering for Council Meeting - 13 Feb 24	\$ 449.54
15/03/2024	The BBQ Man	Preassure cleanning - Oxford street reserve	\$ 660.00
15/03/2024	The BBQ Man	BBQ cleanning - Feb 24	\$ 4,585.22
15/03/2024	The Chung Wah Association Inc.	Payment for Lion dance events	\$ 950.00
1/03/2024	The Factory Australia	Vandalism repair - Christmas Decorations	\$ 16,335.00
1/03/2024	The Pickle District Inc	Events and activation grants 23-24	\$ 28,000.00
15/03/2024	The Royal Life Saving Society	Provide Staff Training	\$ 4,374.00
15/03/2024	The Royal Life Saving Society	Routine services and chemical Hyde Park	\$ 6,982.51
15/03/2024	The Royal Life Saving Society	AIDS Memorial pond servicing - Feb 24	\$ 1,071.55
15/03/2024	Thomson Geer Perth General Off	Trade mark registration advice	\$ 701.25
15/03/2024	Toolmart	Purchase of compressor oil - Depot	\$ 88.00
1/03/2024	Total Green Recycling	E-Waste Drop-off Day Feb24	\$ 7,180.73
15/03/2024	Totally Workwear Mt Hawthorn	Uniform supplies	\$ 1,581.00
26/03/2024	Totally Workwear Mt Hawthorn	Uniform supplies	\$ 1,859.75
15/03/2024	Tow-Safe Pty Ltd	Trailer repairs at Hyde Park	\$ 340.00
15/03/2024	Traffic Systems West	Supply and install traffic control products	\$ 10,268.50
15/03/2024	Transpacific Industries PL	Supply & remove cardboard bins	\$ 305.80
15/03/2024	Transpacific Industries PL	Customer Services Feb 24	\$ 2,119.07
26/03/2024	Transpacific Industries PL	Residential waste bin collections - Feb 24	\$ 79,699.09
26/03/2024	Transpacific Industries PL	Kaadadjiny lane launch event	\$ 42.79
15/03/2024	Travis Hayto	Videography - E-Waste drop off Day	\$ 990.00
15/03/2024	Travis Hayto	Videography - Verge Collection	\$ 742.50
15/03/2024	Travis Hayto	Videography - Les Lilleyman Res Playground	\$ 495.00
15/03/2024	Travis Hayto	Videography - Hyde Park Water Playground	\$ 412.50
1/03/2024	Tree Amigos	Street trees & parks pruning/removal	\$ 14,080.55
1/03/2024	Tree Amigos	Street trees & parks pruning/removal	\$ 924.00
15/03/2024	Tree Amigos	Street trees & parks pruning/removal	\$ 792.00
26/03/2024	Tree Amigos	Street trees & parks pruning/removal	\$ 25,309.68
26/03/2024	Tree Amigos	Street trees & parks pruning/removal	\$ 1,122.00
1/03/2024	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 2,521.29
1/03/2024	Truck Centre (WA) Pty Ltd	Annual Service & other repairs	\$ 3,793.03
15/03/2024	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 1,203.98
26/03/2024	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 3,951.44
15/03/2024	Tyres4U Pty Ltd	Purchase of new tyres	\$ 2,526.92
26/03/2024	Tyres4U Pty Ltd	Supply & fit Advance tyres	\$ 2,217.16

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Universal Diggers	Hire of plant Depot	\$ 7,747.85
1/03/2024	Universal Diggers	Hire of plant depot	\$ 2,054.25
15/03/2024	Universal Diggers	Hire of plant Depot	\$ 2,636.70
26/03/2024	Universal Diggers	Hire of plant Depot	\$ 14,271.40
1/03/2024	University Cricket Club	Refund of seasonal hire fee	\$ 1,402.50
15/03/2024	Urban List Pty Ltd	Custom campaign - Local shops	\$ 11,000.00
15/03/2024	Urbis Pty Ltd	DRP Advice	\$ 880.00
1/03/2024	V Papakonstantinou	Refund of dog registration fee	\$ 100.00
1/03/2024	Vanessa Forbes	Fitness instructor fee	\$ 1,056.00
15/03/2024	Vanessa Forbes	Fitness instructor fee	\$ 396.00
1/03/2024	Veolia Recycling & Recovery Pt	General Waste Collection- Jan 24	\$ 2,426.70
26/03/2024	Veolia Recycling & Recovery Pt	General Waste Collection BPLC- Feb24	\$ 2,351.48
15/03/2024	Vincent Men's Shed	AGMS BBQ 2024	\$ 925.65
1/03/2024	Vorgee Pty Ltd	Swim School rash vest- BPLC	\$ 3,685.00
1/03/2024	Vorgee Pty Ltd	Supply vorgee stock for resale in retail	\$ 3,784.55
15/03/2024	Vorgee Pty Ltd	Supply vorgee stock for resale in retail	\$ 145.20
26/03/2024	Vorgee Pty Ltd	Medium Kickboard for Swim School	\$ 415.80
26/03/2024	Vorgee Pty Ltd	2 X Teaching Dolls	\$ 145.20
26/03/2024	W.A. Limestone Co	Supply of limestone	\$ 1,424.41
26/03/2024	WA Electoral Commission	2023 Local Government Election process	\$ 152,879.59
15/03/2024	WA Hino Sales and Service	Plant repairs and maintenance	\$ 708.40
26/03/2024	WA Hino Sales and Service	Plant repairs and maintenance	\$ 719.00
26/03/2024	WA Library Supplies	2 x Easy Cover Gloss Finish Contact Paper	\$ 75.50
15/03/2024	WA Local Government Associatio	CEO performance review - training	\$ 1,166.00
15/03/2024	WA Local Government Associatio	Planning Practices training	\$ 638.00
15/03/2024	WA Mermaids Pty Ltd	Corporate events - all abilities pool park	\$ 530.00
15/03/2024	WA Poets Inc	Women poetry even 2024	\$ 3,750.00
26/03/2024	Wadumbah Aboriginal Dance Grou	Native Australian Dance experience	\$ 2,200.00
1/03/2024	WARP Training Australia	Training course - Engineering department	\$ 650.00
15/03/2024	Water Corporation	Water Charges - Various Locations	\$ 6,140.64
26/03/2024	Water Corporation	Water Charges - Various Locations	\$ 47,608.86
15/03/2024	WC Convenience Management	Maintenance of exelooos various locations	\$ 4,295.87
26/03/2024	West Coast Turf	Supply & install jumbo kikuyu - Birdwood park	\$ 5,280.00
26/03/2024	West Coast Turf	Supply & install jumbo kikuyu - Loton Park	\$ 5,280.00
1/03/2024	Western Australian Land Inform	GRV rentals valuations	\$ 283.77
15/03/2024	Western Australian Land Inform	GRV rentals valuations	\$ 181.82
15/03/2024	Western Australian Land Inform	GRV rentals valuations	\$ 402.68
15/03/2024	Western Australian Land Inform	Online shop - February2024	\$ 30.50
15/03/2024	Western Australian Municipal R	Payroll deductions	\$ 22.00
14/03/2024	Western Australian Municipal R	Payroll deductions	\$ 22.00
15/03/2024	Western Irrigation Pty Ltd	Retic Parts	\$ 2,417.30
26/03/2024	Western Irrigation Pty Ltd	Retic Parts	\$ 1,739.44
1/03/2024	Western Metropolitan Regional	Verge Valet Collections	\$ 21,978.26
1/03/2024	Western Metropolitan Regional	Processing of FOGO Material	\$ 52,268.36
15/03/2024	Western Metropolitan Regional	Processing of FOGO Material -01.01.24 to 15.01.24	\$ 25,964.46
26/03/2024	Western Metropolitan Regional	Processing of FOGO Material 16.02.24 to 29.02.24	\$ 91,818.69
1/03/2024	Western Resource Recovery Pty	Grease trap maintenance	\$ 433.40
1/03/2024	West-Sure Group Pty Ltd	Cash Collection - BPLC Jan24	\$ 164.73
1/03/2024	West-Sure Group Pty Ltd	Cash Collection -Admin - Jan24	\$ 296.51
15/03/2024	West-Sure Group Pty Ltd	Security Services - February 2024	\$ 131.78
26/03/2024	West-Sure Group Pty Ltd	Cash Collection -Admin - Feb24	\$ 296.51
26/03/2024	Wheeler's Books Pty Ltd	Book order for Library	\$ 165.80
15/03/2024	William Berkley Harris	Refund of the part membership fee BPLC	\$ 313.12
1/03/2024	Winc Australia Pty Limited	Office and Stationery Supplies	\$ 641.76
15/03/2024	Winc Australia Pty Limited	Office and Stationery Supplies	\$ 1,253.41
26/03/2024	Winc Australia Pty Limited	Office and Stationery Supplies	\$ 578.87

Payment Date	Payee	DESCRIPTION	AMOUNT
1/03/2024	Woodlands Distributors & Agenc	Dog bags compostable	\$ 8,537.76
15/03/2024	Worldwide Online Printing Cann	Printing services Corflutes with eyelet	\$ 180.00
26/03/2024	Worldwide Online Printing Cann	Printing services updated staff lanyards	\$ 1,441.00
26/03/2024	Worldwide Online Printing Cann	Printing services - Banners	\$ 572.00
1/03/2024	Wow Wipes	Supply of anti bacterial wipes	\$ 2,530.00
1/03/2024	Yolande Gomez	Fitness instructor fee	\$ 1,226.00
15/03/2024	Yun Yu Cheung	Rates Refund	\$ 852.96
1/03/2024	Zen Corporation Pty Ltd	printing services - BPLC	\$ 1,927.20
1/03/2024	Zenien	CCTV Systems Consulting/Installation	\$ 862.13
15/03/2024	Zenien	Beaufort St CCTV network attendance	\$ 2,716.45
26/03/2024	Zenien	Install of camera above slide area	\$ 1,430.22
1/03/2024	Zoho Corporation Pty Ltd	Annual subscription manage engine Feb 24 to Feb 25	\$ 1,149.80
Grand Total			\$ 9,461,003.63

Creditors Report - Payments by Direct Debit				
07/02/2024 to 06/03/2024				
Credit Card Transactions for the Period 07 February 2024 to 06 March 2024				
Card Holder	Date	Payee	Description	Amount
CEO				
	08/02/2024	Australia Wide Taxation	Human Resources Staff Training - 1 March 2024	\$ 1,090.00
	23/02/2024	WANEWSDTI	West Australian Monthly Subscription	\$ 83.60
				\$ 1,173.60
Director Infrastructure and Environment				
	20/02/2024	Woolsworths	Tea, sugar for Admin building	\$ 51.85
	26/02/2024	The-Deli.com.au	Council Meals/Refreshment	\$ 453.81
	29/02/2024	Hunter Leisure Pty Ltd	Toy Sports Balls Beatty Park	\$ 493.68
	01/03/2024	The-Deli.com.au	Council Meals/Refreshment	\$ 454.82
				\$ 1,454.16
Manager Marketing and Partnerships				
	07/02/2024	Facebk *UYSCJYX7R2	Facebook advertising	\$ 154.69
	10/02/2024	MailChimp *MISC	Enewsletter campaign tool	\$ 828.47
	13/02/2024	AP Leederville LPO	Card for Boordiya member	\$ 6.00
	13/02/2024	SQ *Sweet on cupcakes	Catering for Boordiya meeting	\$ 66.80
	14/02/2024	Fushi Modern Sushi	Food Sampling - Health	\$ 10.00
	14/02/2024	LE Bakehouse Lederville	Food Sampling - Health	\$ 9.80
	14/02/2024	Evropa Cont. Deli	Food sampling - Health	\$ 13.20
	14/02/2024	SQ *Little Baguette Co	Food sampling - Health	\$ 8.95
	14/02/2024	SQ *Satchmo Café	Food sampling - Health	\$ 21.17
	14/02/2024	TSUKE BA	Food sampling - Health	\$ 9.90
	14/02/2024	Two Peck Crispy Chicken	Food sampling - Health	\$ 11.14
	14/02/2024	EFES Kebabs PTY LTD	Food sampling - Health	\$ 14.00
	21/02/2024	NeuronAU* TRIP-SL	E-scooter photoshoot	\$ 8.65
	21/02/2024	NeuronAU* TRIP-1M	E-scooter photoshoot	\$ 18.34
	21/02/2024	NeuronAU* PASS-QG	E-scooter photoshoot	\$ 15.00
	23/02/2024	Asana.com	Marketing and comms scheduling	\$ 933.70
	23/02/2024	Asana.com	Scheduling tool - int transaction fee	\$ 23.34
	24/02/2024	SurveyMonkeyCore	Survey Monkey	\$ 384.00
	26/02/2024	Shutter stock Ireland	Stock photo subscription	\$ 99.00

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
	03/03/2024	ChatGPT Subscription	Chat GPT trial	\$ 30.83
	03/02/2024	ChatGPT Subscription	Chat GPT trial Int'l fee	\$ 0.77
	05/03/2024	NeuronAU* PASS-QG	E-scooter photoshoot - refund	-\$ 15.00
				\$ 2,652.75
Council Liaison Officer				
	07/02/2024	SQ*BunnMee	Catering for council briefing	\$ 320.00
				\$ 320.00
Branch Librarian				
	07/02/2024	Amazon AU Retail	Materials Purchased: Book 8 in series	\$ 52.46
	08/02/2024	Amazon AU Retail	Materials Purchased: Adult collection	\$ 16.00
	08/02/2024	Booktopia Pty Ltd	Materials Purchased: Junior Collection	\$ 120.46
	09/02/2024	EZI*ALIA	Staff Training: ALIA	\$ 480.00
	12/02/2024	EZI*ALIA	Staff Training: ALIA	\$ 430.00
	19/02/2024	KMART	F&E Purchase: Kmart	\$ 105.00
	19/02/2024	Booktopia Pty Ltd	Materials Purchased: Local Stock	\$ 383.27
	19/02/2024	JB Hi Fi Online	Materials Purchased: Local Stock	\$ 28.95
	20/02/2024	Amazon AU Retail	Materials Purchased: Local Stock	\$ 32.45
	20/02/2024	Amazon AU Retail	Materials Purchased: Local Stock	\$ 104.07
	20/02/2024	Amazon AU Marketplace	Materials Purchased: Local Stock	\$ 36.03
	23/02/2024	Amazon AU Marketplace	Materials Purchased: Local Stock	\$ 62.40
	27/02/2024	Amazon Marketplace AU	Displays and Promotions: Vinyl Wrap	\$ 103.77
	01/03/2024	Post Mount Hawthorn PO	Postage and Courier: Posters for MTA	\$ 15.98
	01/03/2024	Kmart 1139	Furniture and Equipment: Book sales baskets	\$ 24.00
				\$ 1,994.84
Manager ICT				
	07/02/2024	EZI*M2M One Pty Ltd	M2M Irrigation License	\$ 489.82
	07/02/2024	JB Hi Fi Online	Payment for Laptop Sleeves	\$ 144.80
	07/02/2024	Twilio Sendgrid	SendGrid License	\$ 139.09
	07/02/2024	NODEONE	Node1 Wireless Internet	\$ 109.00
	07/02/2024	NODEONE	SendGrid License Intl Tran Fee	\$ 3.48
	09/02/2024	MICROSOFT#G038828224	Microsoft Azure Storage	\$ 0.95
	19/02/2024	ZOOM.US 888-799-9666	Zoom License	\$ 374.98
	22/02/2024	SimplyBookME	SimplyBookMe Software for Creche	\$ 91.62

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
	22/02/2024	SimplyBookME	SimplyBookMe Software for Creche	\$ 2.29
	23/02/2024	Assetsonar.com	AssetSonar License	\$ 4.24
	23/02/2024	Assetsonar.com	AssetSonar License Int'l Fee	\$ 0.11
	23/02/2024	Assetsonar.com	AssetSonar License	\$ 4.24
	23/02/2024	Assetsonar.com	AssetSonar License Int'l Fee	\$ 0.11
	28/02/2024	Blue sky app	BlueSky Timer for Zoom	\$ 19.15
	28/02/2024	Blue sky app	BlueSky Timer for Zoom Int'l T	\$ 0.48
	01/03/2024	Nodeone internet	Node1 Wireless Internet	\$ 119.00
	02/03/2024	Assetsonar.com	AssetSonar License	\$ 631.84
	02/03/2024	Assetsonar.com	AssetSonar License Int'l Tran	\$ 15.80
	03/03/2024	Yodeck.com Flipnode	Digital Signage for Beatty Park	\$ 120.13
	03/03/2024	Yodeck.com Flipnode	Digital Signage for BP and Library	\$ 3.00
	04/03/2024	Deputy	Deputy TimeSheet Software	\$ 165.00
	05/03/2024	Landis Technologies LL	Contact Centre License	\$ 1,352.39
	05/03/2024	Landis Technologies LL	Contact Centre License	\$ 33.81
				\$ 3,825.33
Procurement and Contracts Officer				
	07/02/2024	Moore Australia WA PL	Annual Budget Workshops Moore Australia	\$ 1,320.00
	15/02/2024	Local Government Mana Aus	LG Professionals Finance Conference	\$ 1,450.00
	15/02/2024	Local Government Mana Aus	LG Professionals Finance Conference	\$ 1,450.00
	26/02/2024	SQ *Bunn Mee	Catering for meetings	\$ 160.00
	20/02/2024	SQ *Bunn Mee	Catering for Budget Workshop	\$ 340.00
	05/03/2024	Local Government Mana Aus	Refund of LG Professionals Finance Conference	-\$ 1,450.00
				\$ 3,270.00
Total Corporate Credit Cards				\$ 14,690.68
Direct Debits				
	21/03/2024	PB Leasing		\$ 395.83
			Total Leasing	\$ 395.83
Loan Repayments				
	01/03/2024	WA Treasury		\$ 78,434.41
	26/03/2024	WA Treasury		\$ 1,400,000.00

<i>Card Holder</i>	<i>Date</i>	<i>Payee</i>	<i>Description</i>	<i>Amount</i>
			Total Treasury Corporation	\$ 1,478,434.41
Bank Fees and Charges				
	27/03/2024			\$ 29,214.36
			Bank fees	\$ 29,214.36
Total Direct Debits including Credit Cards				\$ 1,522,735.28

**CITY OF VINCENT
FUEL CARDS REPORT
FOR THE MONTH OF 31 MARCH 2024**

Payee	Date	Type	Total Cost
AMPOL FOODARY BEECHBORO	4/03/2024	Fuel	52.13
AMPOL FOODARY BEECHBORO	30/03/2024	Fuel	146.69
AMPOL FOODARY CARINE	19/03/2024	Fuel	63.73
AMPOL FOODARY CARINE	28/03/2024	Fuel	24.51
AMPOL FOODARY CARINE	16/03/2024	Fuel	99.98
AMPOL FOODARY DOUBLEVIEW	2/03/2024	Fuel	138.65
AMPOL FOODARY EAST PERTH	29/02/2024	Fuel	360.81
AMPOL FOODARY EAST PERTH	7/03/2024	Fuel	78.42
AMPOL FOODARY EAST PERTH	21/03/2024	Fuel	663.14
AMPOL FOODARY EAST PERTH	13/03/2024	Fuel	162.02
AMPOL FOODARY EAST PERTH	1/03/2024	Fuel	117.59
AMPOL FOODARY EAST PERTH	5/03/2024	Fuel	233.82
AMPOL FOODARY EAST PERTH	12/03/2024	Fuel	667.38
AMPOL FOODARY EAST PERTH	15/03/2024	Fuel	196.47
AMPOL FOODARY EAST PERTH	27/03/2024	Fuel	208.54
AMPOL FOODARY EAST PERTH	3/03/2024	Fuel	50.70
AMPOL FOODARY EAST PERTH	26/03/2024	Fuel	439.37
AMPOL FOODARY EAST PERTH	19/03/2024	Fuel	361.20
AMPOL FOODARY EAST PERTH	18/03/2024	Fuel	103.11
AMPOL FOODARY EAST PERTH	28/03/2024	Fuel	157.41
AMPOL FOODARY EAST PERTH	6/03/2024	Fuel	450.63
AMPOL FOODARY EAST PERTH	14/03/2024	Fuel	110.20
AMPOL FOODARY EAST PERTH	10/03/2024	Fuel	171.61
AMPOL FOODARY EAST PERTH	22/03/2024	Fuel	118.98
AMPOL FOODARY EAST PERTH	24/03/2024	Fuel	124.75
AMPOL FOODARY EAST PERTH	11/03/2024	Fuel	51.41
AMPOL FOODARY EAST PERTH	20/03/2024	Fuel	18.64
AMPOL FOODARY EAST PERTH	25/03/2024	Fuel	111.15
AMPOL FOODARY EAST PERTH	4/03/2024	Fuel	147.91
AMPOL FOODARY EAST PERTH	30/03/2024	Fuel	218.90
AMPOL FOODARY EAST PERTH	17/03/2024	Fuel	79.95
AMPOL FOODARY ERSKINE	18/03/2024	Fuel	69.62
AMPOL FOODARY ERSKINE	29/03/2024	Fuel	88.78
AMPOL FOODARY GLENDALOUGH	29/02/2024	Fuel	1,021.49
AMPOL FOODARY GLENDALOUGH	7/03/2024	Fuel	442.77
AMPOL FOODARY GLENDALOUGH	21/03/2024	Fuel	124.40
AMPOL FOODARY GLENDALOUGH	13/03/2024	Fuel	719.79
AMPOL FOODARY GLENDALOUGH	1/03/2024	Fuel	206.39
AMPOL FOODARY GLENDALOUGH	5/03/2024	Fuel	730.50
AMPOL FOODARY GLENDALOUGH	8/03/2024	Fuel	291.74
AMPOL FOODARY GLENDALOUGH	12/03/2024	Fuel	404.25
AMPOL FOODARY GLENDALOUGH	15/03/2024	Fuel	56.28
AMPOL FOODARY GLENDALOUGH	27/03/2024	Fuel	882.26
AMPOL FOODARY GLENDALOUGH	3/03/2024	Fuel	23.77
AMPOL FOODARY GLENDALOUGH	26/03/2024	Fuel	812.12
AMPOL FOODARY GLENDALOUGH	19/03/2024	Fuel	766.81
AMPOL FOODARY GLENDALOUGH	18/03/2024	Fuel	619.91
AMPOL FOODARY GLENDALOUGH	28/03/2024	Fuel	203.53
AMPOL FOODARY GLENDALOUGH	6/03/2024	Fuel	267.75
AMPOL FOODARY GLENDALOUGH	14/03/2024	Fuel	612.67
AMPOL FOODARY GLENDALOUGH	22/03/2024	Fuel	503.56
AMPOL FOODARY GLENDALOUGH	11/03/2024	Fuel	587.04
AMPOL FOODARY GLENDALOUGH	20/03/2024	Fuel	506.91
AMPOL FOODARY GLENDALOUGH	25/03/2024	Fuel	633.12
AMPOL FOODARY GLENDALOUGH	4/03/2024	Fuel	156.86
AMPOL FOODARY GLENDALOUGH	30/03/2024	Fuel	334.19
AMPOL FOODARY GLENDALOUGH	2/03/2024	Fuel	195.60
AMPOL FOODARY GLENDALOUGH	16/03/2024	Fuel	196.91
AMPOL FOODARY GREENFIELDS	3/03/2024	Fuel	77.63
AMPOL FOODARY GREENFIELDS	10/03/2024	Fuel	97.96

AMPOL FOODARY JOONDALUP	1/03/2024	Fuel	356.98
AMPOL FOODARY JOONDALUP	8/03/2024	Fuel	62.97
AMPOL FOODARY JOONDALUP	15/03/2024	Fuel	187.26
AMPOL FOODARY KINGSLEY	22/03/2024	Fuel	92.92
AMPOL FOODARY LEEDERVILLE	29/02/2024	Fuel	285.53
AMPOL FOODARY LEEDERVILLE	7/03/2024	Fuel	880.94
AMPOL FOODARY LEEDERVILLE	21/03/2024	Fuel	657.01
AMPOL FOODARY LEEDERVILLE	13/03/2024	Fuel	264.52
AMPOL FOODARY LEEDERVILLE	1/03/2024	Fuel	654.46
AMPOL FOODARY LEEDERVILLE	5/03/2024	Fuel	216.74
AMPOL FOODARY LEEDERVILLE	8/03/2024	Fuel	687.93
AMPOL FOODARY LEEDERVILLE	12/03/2024	Fuel	507.56
AMPOL FOODARY LEEDERVILLE	15/03/2024	Fuel	549.54
AMPOL FOODARY LEEDERVILLE	27/03/2024	Fuel	516.50
AMPOL FOODARY LEEDERVILLE	26/03/2024	Fuel	580.63
AMPOL FOODARY LEEDERVILLE	19/03/2024	Fuel	171.83
AMPOL FOODARY LEEDERVILLE	18/03/2024	Fuel	289.66
AMPOL FOODARY LEEDERVILLE	28/03/2024	Fuel	573.15
AMPOL FOODARY LEEDERVILLE	6/03/2024	Fuel	939.19
AMPOL FOODARY LEEDERVILLE	14/03/2024	Fuel	732.84
AMPOL FOODARY LEEDERVILLE	22/03/2024	Fuel	771.40
AMPOL FOODARY LEEDERVILLE	11/03/2024	Fuel	191.21
AMPOL FOODARY LEEDERVILLE	20/03/2024	Fuel	239.45
AMPOL FOODARY LEEDERVILLE	25/03/2024	Fuel	122.00
AMPOL FOODARY LEEDERVILLE	4/03/2024	Fuel	93.63
AMPOL FOODARY LEEDERVILLE	30/03/2024	Fuel	60.86
AMPOL FOODARY MALAGA DRIVE S/STN	21/03/2024	Fuel	243.19
AMPOL FOODARY MALAGA DRIVE S/STN	15/03/2024	Fuel	111.81
AMPOL FOODARY MALAGA DRIVE S/STN	28/03/2024	Fuel	59.74
AMPOL FOODARY MALAGA DRIVE S/STN	23/03/2024	Fuel	104.80
AMPOL FOODARY WESTMINSTER	7/03/2024	Fuel	8.78
AMPOL FOODARY WESTMINSTER	14/03/2024	Fuel	48.30
AMPOL FOODARY WESTMINSTER	24/03/2024	Fuel	57.28
AMPOL FOODARY WESTMINSTER	11/03/2024	Fuel	89.17
EG AMPOL 94203 BALLAJURA	16/03/2024	Fuel	64.42
EG AMPOL 94240 OSBORNE PARK	28/03/2024	Fuel	118.36
EG AMPOL 94240 OSBORNE PARK	11/03/2024	Fuel	185.49
EG AMPOL 94240 OSBORNE PARK	20/03/2024	Fuel	122.37
AMPOL FOODARY BUTLER S/STN	12/03/2024	Fuel	101.46
AMPOL FOODARY BUTLER S/STN	26/03/2024	Fuel	50.79
AMPOL FOODARY SCARBOROUGH	3/03/2024	Fuel	90.34
AMPOL FOODARY KARRINYUP	30/03/2024	Fuel	63.38
EG AMPOL 94247 MORLEY	18/03/2024	Fuel	136.92
AMPOL FOODARY BALDIVIS	1/03/2024	Fuel	110.66
AMPOL FOODARY BYFORD	2/03/2024	Fuel	68.62
AMPOL FOODARY NORTHLANDS - BALCATT	3/03/2024	Fuel	70.14
AMPOL FOODARY NORTHLANDS - BALCATT	20/03/2024	Fuel	71.77
AMPOL FOODARY BELMONT	22/03/2024	Fuel	120.94
Grand Total			30,349.85

7.3 INVESTMENT REPORT AS AT 31 MARCH 2024

Attachments: 1. Investment Statistics as at 31 March 2024  

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 31 March 2024 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 31 March 2024 and the interest amounts earned YTD.

DELEGATION:

Regulation 34 (4) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, which is to be presented to Council within 2 months after the end of the relevant month.

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**

\$7.04m of investments matured during the month of March.

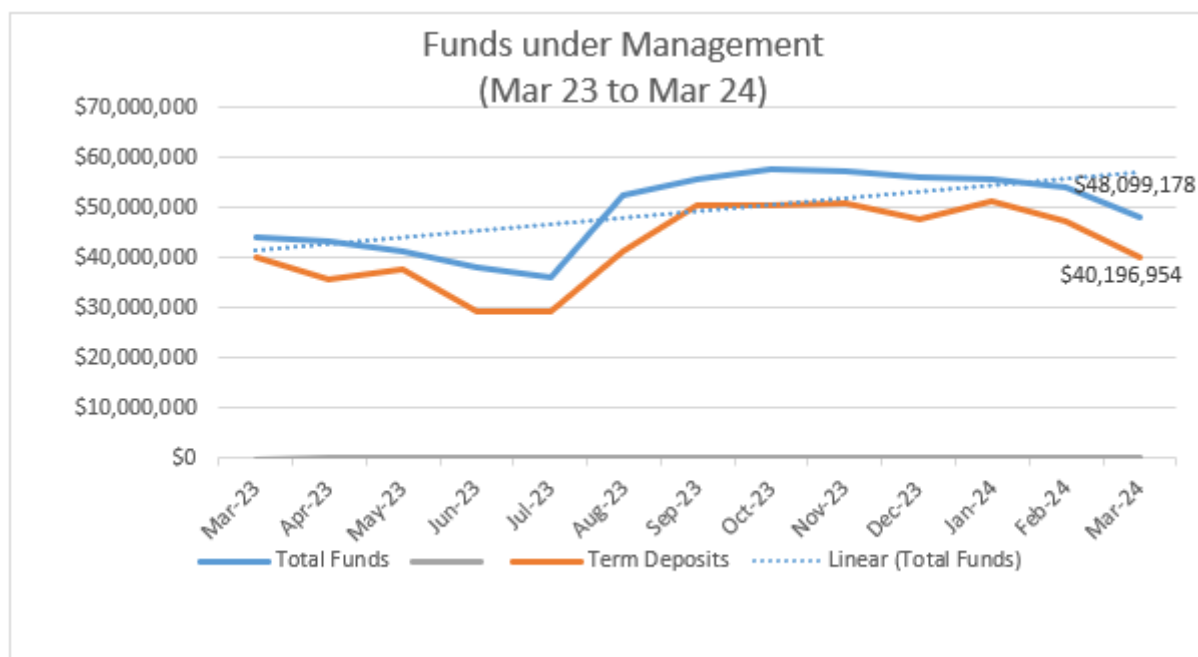
Investment Status

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

As at 31 March 2024, the total funds held in the City's operating accounts (including on call) was \$48,099,178 compared to \$44,102,489 for the period ended 31 March 2023. All funds are interest bearing as at 31 March 2024.

The total term deposit investments for the period ended 31 March 2024 were \$40,196,954 compared to \$40,278,310 for the period ended 31 March 2023.

The following chart shows funds under management from March 2023 to March 2024:



Interest Status

Total accrued interest earned on investments as at 31 March 2024 is:

Total Accrued Interest Earned on Investment	Budget Adopted	Budget YTD	Actual YTD	% of YTD Budget
Municipal	850,000	568,000	1,125,147	198.1%
Reserve	800,000	600,000	639,755	106.6%
Subtotal	1,650,000	1,168,000	1,764,902	151.1%
Leederville Gardens Inc Surplus Trust*	\$0	\$0	104,863	N/A
Total	1,650,000	1,168,000	1,869,765	160.1%

*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 5.02% for current investments compared to the Reserve Bank 90 day accepted bill rate for March 2024 of 4.35%.

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%	41.9%	90%	64.0%
A-1	25%	0%	90%	0%
A-2	20%	14.6%	90%	36.0%

Administration will continuously explore options to ascertain if a balanced investment strategy can be developed where investments in divested banks can be increased with a minimal opportunity cost of loss in interest rate returns for instances when banks not divested in fossil fuel activities offer a higher rate of return.

CONSULTATION/ADVERTISING:

Nil

LEGAL/POLICY:

Section 19(2)(b) of the *Local Government (Financial Management) Regulations 1996* requires that a local government establish and document procedures to enable the identification of the nature and location of all investments.

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 2023-2032*:

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:

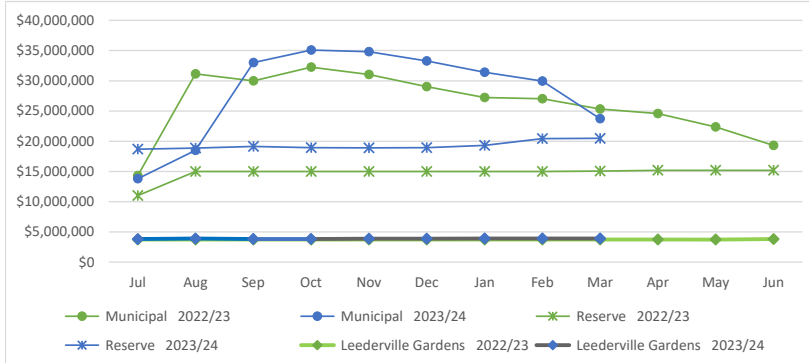
The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

**CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 31 MARCH 2024**

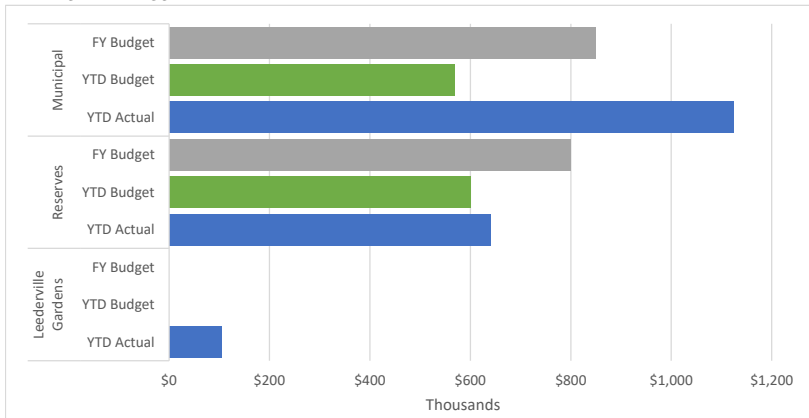
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	1,934,160	5,178,979	0	7,113,139	14.8%
Online Saver	789,085	0	0	789,085	1.6%
Term Deposits	21,000,000	15,300,000	3,896,954	40,196,954	83.6%
	23,723,245	20,478,979	3,896,954	48,099,178	100.0%
BY INSTITUTION					
Bank of Queensland	5,000,000	0	0	5,000,000	10.4%
Bendigo and Adelaide Bank	0	2,500,000	0	2,500,000	5.2%
Commonwealth Bank of Australia	7,723,245	10,378,979	2,058,536	20,160,760	41.9%
National Australia Bank	3,000,000	7,600,000	0	10,600,000	22.0%
AMP Bank	0	0	1,838,418	1,838,418	3.8%
G&C Mutual	7,000,000	0	0	7,000,000	14.6%
Police and Nurses	1,000,000	0	0	1,000,000	2.1%
	23,723,245	20,478,979	3,896,954	48,099,178	100.0%
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	10,723,245	17,978,979	2,058,536	30,760,760	64.0%
A-2	13,000,000	2,500,000	1,838,418	17,338,418	36.0%
	23,723,245	20,478,979	3,896,954	48,099,178	100.0%
BY TERMS					
0-30 days	2,723,245	5,178,979	0	7,902,224	16.4%
181-270 days	9,500,000	2,500,000	0	12,000,000	24.9%
271-365 days	11,500,000	12,800,000	3,896,954	28,196,954	58.6%
> 1 year	0	0	0	0	0.0%
	23,723,245	20,478,979	3,896,954	48,099,178	100.0%
BY MATURITY					
0-30 days	7,723,245	7,678,979	0	15,402,224	32.0%
31-90 days	9,500,000	2,600,000	2,058,536	14,158,536	29.4%
91-180 days	2,500,000	5,200,000	0	7,700,000	16.0%
181-270 days	1,000,000	0	888,691	1,888,691	3.9%
271-365 days	3,000,000	5,000,000	949,727	8,949,727	18.6%
	23,723,245	20,478,979	3,896,954	48,099,178	100.0%
BY FOSSIL FUEL EXPOSURE					
Fossil Fuel Investments	10,723,245	17,978,979	3,896,954	32,599,178	67.8%
Non Fossil Fuel Investments	13,000,000	2,500,000	0	15,500,000	32.2%
	23,723,245	20,478,979	3,896,954	48,099,178	100.0%

**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 31 MARCH 2024**

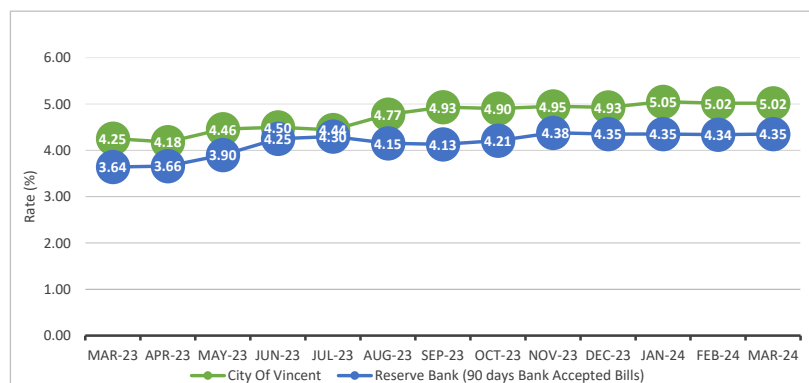
FUNDS INVESTED (TERM DEPOSITS ONLY)



INTEREST EARNINGS

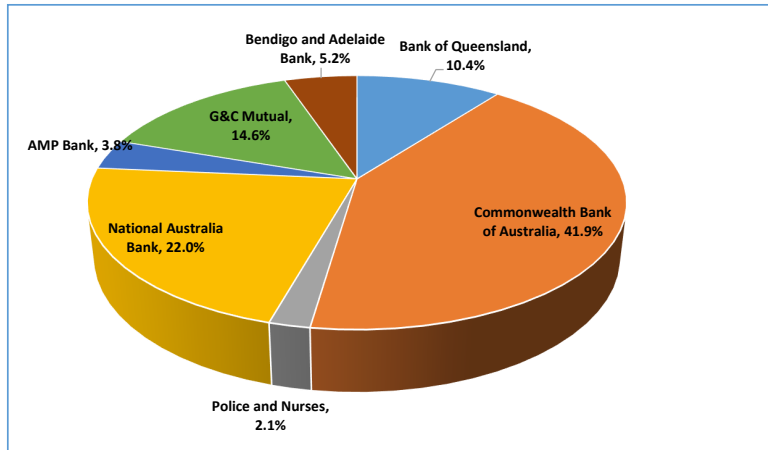


INTEREST RATE COMPARISON

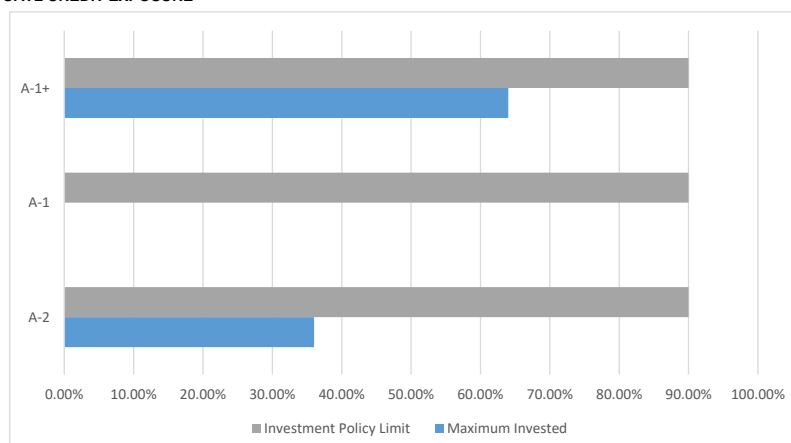


**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 31 MARCH 2024**

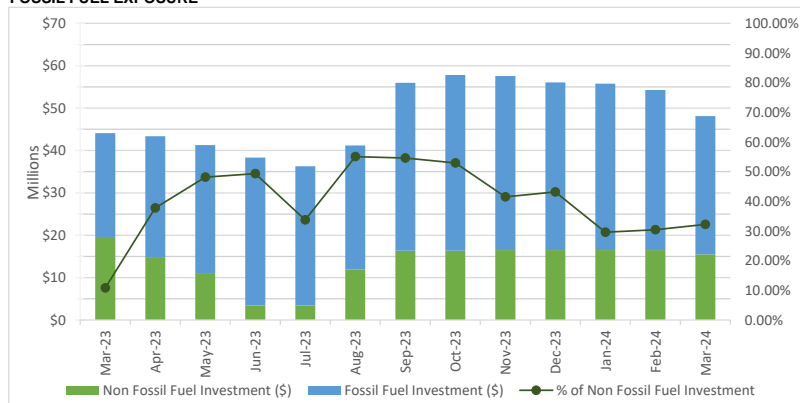
TOTAL PORTFOLIO EXPOSURE



TOATL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE



* Selection of non fossil fuel investments is based on information provided by www.marketforces.org.au.

**CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 31 MARCH 2024**

	YTD 31/03/2024 \$	PY YTD 31/03/2023 \$	FY 2023/24 \$	PY FY 2022/23 \$
MUNICIPAL FUNDS				
Budget	568,000	285,000	850,000	500,000
Interest Earnings	1,125,147	547,642	1,125,147	827,395
% Income to Budget	198.1%	192.2%	132.4%	165.5%
RESERVE FUNDS				
Budget	600,000	352,502	800,000	450,000
Interest Earnings	639,755	330,146	639,755	497,011
% Income to Budget	106.6%	93.7%	80.0%	110.5%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	104,863	41,859	104,863	134,290
% Income to Budget	0.0%	0.0%	0.0%	0.0%
TOTAL				
Budget	1,168,000	637,502	1,650,000	950,000
Interest Earnings	1,869,765	919,647	1,869,765	1,458,696
% Income to Budget	160.1%	144.3%	113.3%	153.6%
Variance	701,765	282,145	219,765	508,696
% Variance to Budget	60.1%	44.3%	13.3%	53.6%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	1,168,000	637,502	1,650,000	950,000
Interest Earnings	1,764,902	877,788	1,764,902	1,324,406
% Income to Budget	151.1%	137.7%	107.0%	139.4%
Variance	596,902	240,286	114,902	374,406
% Variance to Budget	51.1%	37.7%	7.0%	39.4%

7.4 DIFFERENTIAL RATING STRATEGY 2024/25

- Attachments:**
1. **Rate Setting Statement 2024-25** [!\[\]\(38441ceaa711016e0bf2ad46ad394ff4_img.jpg\)](#) [!\[\]\(6e027340d4263908f264926b1ad81c5e_img.jpg\)](#)
 2. **Statement of Objects and Reasons for the Proposed Differential Rates and Minimum Payments for 2024-25** [!\[\]\(781510d64f329bf3c880acf086e884d6_img.jpg\)](#) [!\[\]\(93cdf5b84f2bfec404f7441e84b6ba5c_img.jpg\)](#)

RECOMMENDATION:**That Council:**

1. **ADVERTISES** by local public notice for a period of 21 days, in accordance with Section 6.36(1) of the *Local Government Act 1995*, its intention to levy the following differential rates and minimum rates in 2024/2025 as set out in the Statement of Objects and Reasons for the Proposed Differential Rates and Minimum Payments for 2024/2025, at Attachment 2;
2. **AUTHORISES** the Chief Executive Officer to invite submissions from electors and ratepayers on the proposed differential rates and minimum payments for 2024/2025:

	2024/2025	
Rating Category	Rate in the Dollar	Minimum Rate
Residential	0.0782579	\$1,451.23
Vacant-Residential	0.0844727	\$1,331.75
Vacant-Commercial	0.1421566	\$1,773.27
Other	0.0737357	\$1,400.59

PURPOSE OF REPORT:

To obtain Council's approval to advertise the proposed differential and minimum rates for the 2024/2025 financial year and invite community feedback.

DELEGATION:

Section 6.36(1) of the *Local Government Act 1996* requires that before imposing differential general rates a local government is to give local public notice of its intention to do so.

BACKGROUND:

The City of Vincent imposes differential rates based on the purpose for which land is zoned or for which the land is held or used.

In accordance with section 6.36 of the *Local Government Act 1995*, the City is required to give local public notice of its intention to impose differential general rates prior to adopting its 2024/2025 budget.

DETAILS:

Rates setting for 2024/2025 has been challenging due to the impacts of a high inflationary cost environment faced by the City and increasing cost of living pressures experienced by the local community.

Budget Themes for 2024/2025

The City of Vincent proposes a balanced budget for 2024/2025, as set out in the DRAFT Rate Setting Statement at **Attachment 1**. The budget is DRAFT and is subject to change.

The 2024/2025 draft budget continues Vincent's progress toward long term financial sustainability, and a maturing approach to financial and asset management.

The City continues to experience significant inflationary cost pressures during 2023/24 with rising construction costs, supply chain issues and higher costs across several other categories. The impact of these have placed upward costs pressures on the 2024/25 Annual Budget.

The City is proposing a 4% rate increase in 2024/2025 for the residential, other and vacant-commercial categories and an 8% increase for the vacant-residential category. The overall proposed rate increase of ~4% is below the 5.5% rate increase in the City's current adopted Long Term Financial Plan 2023/2024 – 2032/2033.

This proposed lower rate increase factors in surplus funds retained at Mid-Year Budget Review, higher fees & charges revenue and higher interest revenue to reduce the impact on ratepayers given current cost of living pressures.

The City of Vincent remains one of Perth's lowest rating Councils, currently ranked seventh lowest in 2023/2024 based on a median GRV of \$20,800.

The proposed rates increase equates to \$1.20 per week, or \$63 per year for the median residential household and \$1.95 per week or \$101 per year for the median vacant residential ratepayer.

Rates and annual charges comprise 60% of the revenue mix for the City of Vincent with 33% from Fees & Charges to help minimise the burden on ratepayers. Interest revenue is anticipated to continue to be strong in 2024/25 with forecasts suggesting rates cuts during the financial year.

Employee costs are expected to rise by \$1.9m due to anticipated enterprise bargaining increases, superannuation payments increasing from 11.0% to 11.5% and additional labour in line with increased demand at Beatty Park. Despite significant inflationary cost pressures, the City has been able keep cost increases in 2024/25 Annual Budget to a minimum.

The City has no new borrowings planned for 2024/25 and was able to make an additional loan payment of \$1.4m during 2023/24 which has further strengthened its financial position.

Comparative view of Residential Rates – 2023/2024

In developing an equitable rating model, it is useful to undertake a comparison with other metropolitan local governments.

The following table details how the rate in the dollar and waste collection charges (where they are applied separately) levied in 2023/2024 impact on the rate levied on an individual residential property at each of the local governments, based on a nominated Gross Rental Value (GRV) of \$20,800, being the City of Vincent Residential category median value.

In a residential rating context, this table demonstrates that in 2023/2024, when the waste collection charge is factored in the City had:

1. the tenth lowest minimum rate in the metropolitan area; and
2. the seventh lowest combined rates/waste charge of the 29 local governments listed for a residential property with a GRV of \$20,800.

2023/24 Residential Rating Comparison table

Council	Rate in \$	Minimum Rates	Waste Charge	Security	Total		Ranking Based on:	
					Total Minimum Payable	Residential Rates Levy based on a GRV of \$20,800	Minimum	\$20,800
Armadale	0.0940400	1,356.00	\$ 417.00	\$ -	\$ 1,773.00	\$ 2,373.03	27	29
Bassendean	0.0740000	1,183.00	\$ 411.00	\$ -	\$ 1,594.00	\$ 1,950.20	22	23
Bayswater	0.0719400	1,101.50	\$ 400.00	\$ -	\$ 1,501.50	\$ 1,896.35	17	22
Belmont	0.0610930	850.00	\$ 320.50	\$ -	\$ 1,170.50	\$ 1,591.23	2	9
Cambridge	0.0542820	987.00	\$ 613.00	\$ -	\$ 1,600.00	\$ 1,742.07	23	13
Canning	0.0540900	1,002.00	\$ 424.00	\$ 63.80	\$ 1,489.80	\$ 1,612.87	14	10
Claremont	0.0582810	1,421.00	\$ -	\$ -	\$ 1,421.00	\$ 1,421.00	12	2
Cockburn	0.0779100	1,478.00	\$ -	\$ 72.57	\$ 1,550.57	\$ 1,693.10	21	12
Cottesloe	0.0633700	1,312.00	\$ -	\$ -	\$ 1,312.00	\$ 1,318.10	6	1
East Fremantle	0.0689300	1,243.00	\$ -	\$ -	\$ 1,243.00	\$ 1,433.74	4	3
Fremantle	0.0792120	1,649.00	\$ -	\$ -	\$ 1,649.00	\$ 1,649.00	25	11
Gosnells	0.0678400	1,044.00	\$ 364.00	\$ -	\$ 1,408.00	\$ 1,775.07	11	16
Joondalup	0.0532370	873.00	\$ 360.00	\$ -	\$ 1,233.00	\$ 1,467.33	3	4
Kalamunda	0.0636050	970.00	\$ 633.80	\$ -	\$ 1,603.80	\$ 1,956.78	24	24
Kwinana	0.0848900	1,173.00	\$ 353.00	\$ -	\$ 1,526.00	\$ 2,118.71	18	27
Melville	0.0700970	1,372.65	\$ 352.90	\$ 58.75	\$ 1,784.30	\$ 1,869.67	28	20
Mosman Park	0.0708780	960.51	\$ 358.00	\$ -	\$ 1,318.51	\$ 1,832.26	7	18
Mundaring	0.0858000	951.00	\$ 495.00	\$ -	\$ 1,446.00	\$ 2,279.64	13	28
Nedlands	0.0584460	1,521.00	\$ 328.00	\$ -	\$ 1,849.00	\$ 1,849.00	29	19
Peppermint Grove	0.0755500	1,494.00	\$ -	\$ -	\$ 1,494.00	\$ 1,571.44	15	8
Perth	0.0590000	765.00	\$ 334.05	\$ -	\$ 1,099.05	\$ 1,561.25	1	6
Rockingham	0.0795000	1,322.00	\$ 403.00	\$ -	\$ 1,725.00	\$ 2,056.60	26	26
South Perth	0.0730665	1,170.00	\$ 375.00	\$ -	\$ 1,545.00	\$ 1,894.78	20	21
Stirling	0.0513350	921.00	\$ 380.00	\$ 40.00	\$ 1,341.00	\$ 1,487.77	8	5
Subiaco	0.0683020	1,190.00	\$ 340.00	\$ -	\$ 1,530.00	\$ 1,760.68	19	15
Swan	0.0747800	938.00	\$ 428.00	\$ -	\$ 1,366.00	\$ 1,983.42	9	25
Victoria Park	0.0838600	1,256.00	\$ -	\$ -	\$ 1,256.00	\$ 1,744.29	5	14
Vincent	0.0752480	1,395.41	\$ -	\$ -	\$ 1,395.41	\$ 1,565.16	10	7
Wanneroo	0.0668320	1,073.00	\$ 425.00	\$ -	\$ 1,498.00	\$ 1,815.11	16	17

Rate Modelling Assumptions

In preparing the Differential Rates and Minimum Rates for 2024/2025, the City has used the following methodology:

1. Increase rates yield by 4.0% for Residential, Other and Vacant-commercial category excluding rates growth and 8.0% for the Vacant-residential category excluding rates growth; and
2. Minimum rate increase by 4.0% for Residential, Other and Vacant-commercial category and 8% for the Vacant-residential category.

Minimum rates are imposed to establish the minimum amount any property must pay to contribute to the cost of services provided by a local government, regardless of the value (GRV) of their property.

Rates Growth and Waivers

Rates revenue in the draft Rate Setting Statement (**Attachment 1**) has also provided for the following assumptions:

- An increase of approximately \$400,000 due to organic growth in rates revenue arising from property development or improvement (ie interim rates); and
- A decrease of approximately \$130,000 as a waiver of rates for particular community and sporting groups.

The City has been experiencing a moderate level of growth in the number of rateable properties over recent years, averaging nearly 0.87% between 2018 and 2024.

Year (30 June)	RATEABLE PROPERTIES	Increase	
		Number	%
2024	19493	138	0.71%
2023	19355	58	0.30%
2022	19297	59	0.31%
2021	19238	197	1.03%
2020	19041	163	0.86%
2019	18878	126	0.67%
2018	18752	404	2.20%

Rate Payments

The City will provide 3 payment options namely:

- pay in full;
- pay by instalments (four instalments); and
- pay by rates smoothing.

A provision of \$50,000 for financial hardship has been included in the draft budget for 2024/25.

PROPOSED DIFFERENTIAL RATES RELATIVITIES AND MINIMUM RATES FOR 2024/2025

Having regard to the differential rates relativities and proposed minimum rates, the City of Vincent proposes the following differential rates for 2024/2025:

Rating Category	2024/2025	
	Rate in the Dollar	Minimum Rate
Residential	0.0782579	\$1,451.23
Vacant-Residential	0.0844727	\$1,331.75
Vacant-Commercial	0.1421566	\$1,773.27
Other – Commercial/Industrial	0.0737357	\$1,400.59

The overall objective of the proposed rates in the 2024/2025 Budget is to provide for the net funding requirements of the City of Vincent's various programs, services and facilities.

The *Local Government Act 1995* (Section 6.36). provides that a local government may impose a differential general rate (**DGR**) according to land zoning, land use, whether the land is vacant or not, or a combination of each characteristic.

The City of Vincent applies a differential general rate as Council has determined that different property categories should pay a fair and equitable contribution, considering the benefits those properties derive from the services and amenities of the City. Providing a lower DGR to any group of ratepayers, means the rates burden must be borne by increases to other ratepayers.

The General Rate reflects the proportional allocation of the City's budget deficiency (excluding organic rates growth) across the total Gross Rental Values (GRV) for all Vincent properties:

$$\text{General Rate} = \frac{\text{Budget Deficiency (excluding growth)}}{\text{Total GRV for Vincent Properties}}$$

$$\text{General Rate} = \frac{\$44,182,032}{\$551,285,062}$$

$$\text{General Rate} = 0.080144$$

The differential rates are considered in relation to the general rate, and with due consideration for the impact of minimum rates.

The Statement of Objects and Reasons for the Proposed Differential Rates and Minimum Payments is at **Attachment 2**.

CONSULTATION/ADVERTISING:



Organisation Implementation

Organisations lead engagement and seek input, shape the policies, projects and services for which they are responsible. This is a familiar and traditional approach to policy development, project management and service delivery.

Tension: People feel forced leading to an unresponsive process.

Mitigation: Increasing the level of influence, and implementing a transparent, robust process.

Required under regulations/legislation

A robust process to engage with the community and stakeholders

In accordance with section 6.36 of the *Local Government Act 1995* (the Act), public comments will be invited through publication of a local public notice, with the consultation period being open for a minimum of 21 days. All submissions received will be submitted to Council for consideration.

Once approved by Council, advertising of the City's intention to levy and the Objects and Reasons for the 2024/2025 Differential Rates will be on the following forums which will satisfy the regulation requirements:

1. State paper advert
2. City of Vincent Website
3. Social media post (news subscribers, Facebook, etc)
4. Noticeboard in Library, Beatty Park and Administration offices
5. Vincent Reporter and Perth Voice advert

Advertising the City's intention to levy and the objects and reasons for the 2024/2025 differential rates on 22nd May 2024 will be open for submissions for 21 days and will close **5pm Wednesday, 12 June 2024**.

LEGAL/POLICY:**'6.33. Differential general rates**

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics –*
 - (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
 - (b) *a purpose for which the land is held or used as determined by the local government; or*
 - (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*

6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than –*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.*

6.36. Local government to give notice of certain rates

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) –*
 - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and*
 - (b) *is to contain –*
 - (i) *details of each rate or minimum payment the local government intends to impose; and*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government –*
 - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*

it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.'

RISK MANAGEMENT IMPLICATIONS:

Low: Reputational risk if the City does not advertise its intention to levy differential rates and minimums.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Achieving an effective rating strategy is an important part of the City's overall financial management, which will progressively enable the City to meet all its operational obligations, including asset renewal to ensure the current standard of service can be maintained for future generations.

PUBLIC HEALTH IMPLICATIONS:

Expenditure in this report facilitates the achievement of the Plan.

FINANCIAL/BUDGET IMPLICATIONS:

The advertising of the proposed differential and minimum rates is critical in the development of the annual budget. The budget deficit is linked to the delivery of services and level of funding for capital works, debt servicing and consolidation of reserve funds.



CITY OF VINCENT

CITY OF VINCENT
NEXT YEAR BUDGET 2024/25
RATE SETTING STATEMENT
BY NATURE OR TYPE

	Mid Year Revised Budget	Next Year Budget	Budget Increase/ (Decrease)
	2023/24	2024/25	2024/25
	\$	\$	\$
OPERATING ACTIVITIES			
Net current assets at start of financial year - surplus/(deficit)	9,050,809	2,123,883	(6,926,926)
Revenue			
Operating grants, subsidies and contributions	979,697	1,693,715	714,018
Fees and charges	22,913,886	24,577,345	1,663,459
Interest earnings	2,063,000	2,080,000	17,000
Other revenue	1,372,467	1,332,125	(40,342)
Profit on asset disposals	828,765	356,192	(472,573)
Profit on Assets Held for Sale (TPRC Joint Venture)	2,500,000	3,750,000	1,250,000
	30,657,815	33,789,377	3,131,562
Expenses			
Employee costs	(31,496,279)	(33,367,027)	(1,870,748)
Materials and contracts	(24,227,736)	(24,702,697)	(474,961)
Utility charges	(1,911,455)	(1,968,786)	(57,331)
Depreciation on non-current assets	(13,175,331)	(13,122,588)	52,743
Interest expenses	(474,749)	(378,943)	95,806
Insurance expenses	(705,104)	(801,318)	(96,214)
Other expenditure	(820,284)	(881,243)	(60,959)
Loss on disposal of assets	(47,335)	(13,043)	34,292
	(72,858,273)	(75,235,645)	(2,411,664)
Net Operating excluding Rates	(42,200,458)	(41,446,268)	719,898
(Profit) on disposal of assets	(828,765)	(356,192)	472,573
Loss on disposal of assets	47,335	13,043	(34,292)
Depreciation and amortisation on assets	13,175,331	13,122,588	(52,743)
Profit/loss on Assets Held for Sale - TPRC Joint Venture	(2,500,000)	(3,750,000)	(1,250,000)
Non-cash amounts excluded from operating activities	9,893,901	9,029,439	(864,462)
Amount attributable to operating activities	(32,306,557)	(32,416,829)	(110,272)
INVESTING ACTIVITIES			
Capital grants, subsidies and contributions	4,098,044	3,573,740	(524,304)
Proceeds from disposal of assets	1,837,538	438,350	(1,399,188)
Proceeds from Joint Ventures	2,500,000	3,750,000	1,250,000
Purchase of property, plant and equipment	(9,862,282)	(7,132,302)	2,729,980
Purchase and construction of infrastructure	(9,574,919)	(9,460,006)	114,913
Amount attributable to investing activities	(11,001,619)	(8,830,218)	2,171,401
FINANCING ACTIVITIES			
Principal elements of finance lease payments	(95,000)	(264,318)	(169,318)
Repayment of long term borrowings	(2,949,850)	(1,498,010)	1,451,840
Proceeds from new borrowings	0	0	0
Transfers to reserves (restricted assets)	(10,078,654)	(5,878,962)	4,199,692
Transfers from reserves (restricted assets)	5,711,943	2,389,908	(3,322,035)
Amount attributable to financing activities	(7,411,561)	(5,251,382)	2,160,179
Net current assets at June 30 c/fwd - surplus/(deficit)	(41,668,928)	(44,374,546)	(2,705,618)
Total amount raised from general rates	42,322,811	44,452,032	2,129,221
Net current assets at June 30 c/fwd - surplus/(deficit)	653,883	77,486	(576,397)

City of Vincent**Proposed Differential Rates for Council Rates 2024/25****CITY OF VINCENT****Statement of Objects and Reasons for the Proposed Differential Rates & Minimum Payments for 2024/25****Proposed Differential Rates and Minimum Payments for 2024/25:**

Section 6.36 of the *Local Government Act 1995* requires Council to give notices of its intention to levy differential and minimal rates for the 2024/25 Financial Year. Vincent electors and ratepayers are invited to make submissions on the proposed rates, minimum rates, and any related matters.

Council Considerations

Rates levied in the 2024/25 DRAFT budget provides for the shortfall in income required to enable the City of Vincent to provide the necessary works and services in the 2024/25 Financial Year, after taking into account all non-rate sources of income.

The Gross Rental Value (GRV) for the rateable property is determined by Landgate on behalf of the State Government. The General Rate reflects the proportionate allocation of the City's budget deficiency, excluding rates growth, across the total GRV for Vincent Properties.

$$\text{General Rate} = \frac{\text{Budget Deficiency (excluding rates growth)}}{\text{Total GRV for Vincent Properties}}$$

$$\text{General Rate} = \frac{\$44,182,032}{\$551,285,062}$$

$$\text{General Rate} = 0.080144$$

Rationale for differential rating categories

According to section 6.33 of the *Local Government Act 1995* differential general rates are imposed on the following characteristics:

- The purpose for which the land is zoned; and
- A purpose for which the land is held or used; and
- If the land is vacant.

City of Vincent

Proposed Differential Rates for Council Rates 2024/25

The table below details the proposed differential rates for the 2024/25 financial year:

Rating Category	Rate in dollar	Minimum rates
Residential	0.0782579	\$1,451.23
Vacant-Residential	0.0844727	\$1,331.75
Vacant-Commercial	0.1421566	\$1,773.27
Other – Commercial/Industrial	0.0737357	\$1,400.59

The GRV is multiplied by the rate in dollar to determine the rates levy for each property.

The following reflects the proposed Objects and Reasons for each differential rating category:

Residential Category:

The *Residential* rate imposes a differential rate on land primarily used for residential purposes.

This rating category reflects the level of rating required to raise the necessary revenue for Council to operate efficiently and provide the diverse range of services. The rate in the dollar has been set at or about the general rate, on the basis that residential properties represent 73% of the total gross rental value of all Vincent properties and therefore they will make a reasonable contribution to the cost of local government services and facilities.

Vacant - Residential Category:

The *Vacant-Residential* rate is imposed on vacant, uninhabitable or undeveloped residential properties that are zoned Residential.

The higher rate in the dollar encourages the development of vacant properties, improving the City's streetscape and stimulates growth and development in the community.

Vacant - Commercial:

The *Vacant-Commercial* rate is imposed on vacant or undeveloped non-residential properties that are zoned Mixed Use, Local Centre, District/Regional Centre, Special Use and Commercial.

The rate in the dollar has been set at or about 177% of the general rate. A higher vacant commercial rate encourages the development of vacant properties, improving the City's streetscape and builds business infrastructure that contributes to the local economy.

Other – Commercial/Industrial:

The *Other – Commercial/Industrial* rate is imposed on non-residential properties that are used for commercial or industrial purposes.

Examples of properties that fall within this category are retail shops, storerooms, car bays, advertisements, wholesalers, warehouses, offices, service stations, hotels, taverns and properties generally used for business purposes.

City of Vincent**Proposed Differential Rates for Council Rates 2024/25**

The rate in the dollar has been set at or about 92% of the general rate. A lower rate has been designed to support and attract businesses to the City thereby stimulating growth and development in the community.

The objective for minimum rating:

A minimum rate is applied to all differential rate categories within the City of Vincent.

The purpose of the imposition of minimum payment is to ensure that every ratepayer makes a reasonable contribution to the rate burden and recognises that every property receives a minimum level of benefit from works and services provided throughout the City. By adopting a minimum rate, Council takes this benefit into consideration.

For further information:

Enquires can be made to the City of Vincent Rates Department on (08) 9273 6000 or email mail@vincent.wa.gov.au.

7.5 ADOPTION OF THE LONG TERM FINANCIAL PLAN 2024/25 - 2033/34

Attachments: 1. Long Term Financial Plan 2024/25 - 2033/34  

RECOMMENDATION:

That Council:

1. **ADOPTS** the Long Term Financial Plan 2024/25 to 2033/34; and
2. **AUTHORISES** the Chief Executive Officer to forward the City of Vincent Long Term Financial Plan in Attachment 1 above to the Department of Local Government, Sport and Cultural Industries.

PURPOSE OF REPORT:

To consider the adoption of a Long-Term Financial Plan (LTFP) for the period 2024/25 – 2033/34.

DELEGATION:

Section 19, Division 3, Local Government (Administration) Regulations 1996 establishes the minimum requirements for a local government to 'plan for the future'. This includes the requirement for the creation of a Strategic Community Plan and a Corporate Business Plan, as per *Section 5.56 Local Government Act 1995*).

This plan complies with the State Government's guidelines for the development of an Integrated Planning and Reporting (IPR) framework, and the relevant advisory standards and Model LTFP provided by the Department of Local Government, Sport and Cultural Industries.

BACKGROUND:

As part of the Integrated Planning and Reporting Framework (IPRF), all local governments in Western Australia are required to have developed and adopted a "plan for the future", comprising at a minimum of Strategic Community Plan and Corporate Business Plan.

The Long-Term Financial Plan is also a key component of the City's integrated planning framework and identifies how the City funds the delivery of the SCP and CBP short, medium and long-term priorities.

The City's current LTFP was adopted on 20 June 2023. We have comprehensively reviewed the LTFP to reflect the significant changes in economic conditions that have occurred since 2023 and to ensure its alignment to the City's Corporate Business Plan 2024/25 - 2027/28.

The Draft LTFP was presented to Council Members at Budget Workshops on 26 March and 30 April 2024 for consideration.

The LTFP provides an indication of a local government's long term financial sustainability and allows early identification of financial issues and their longer-term impacts. It shows the linkages between specific plans and strategies and enhances the transparency and accountability of the Council.

The underlying assumptions and calculations used in the Underground Power Financial Model have been included in the LTFP.

DETAILS:

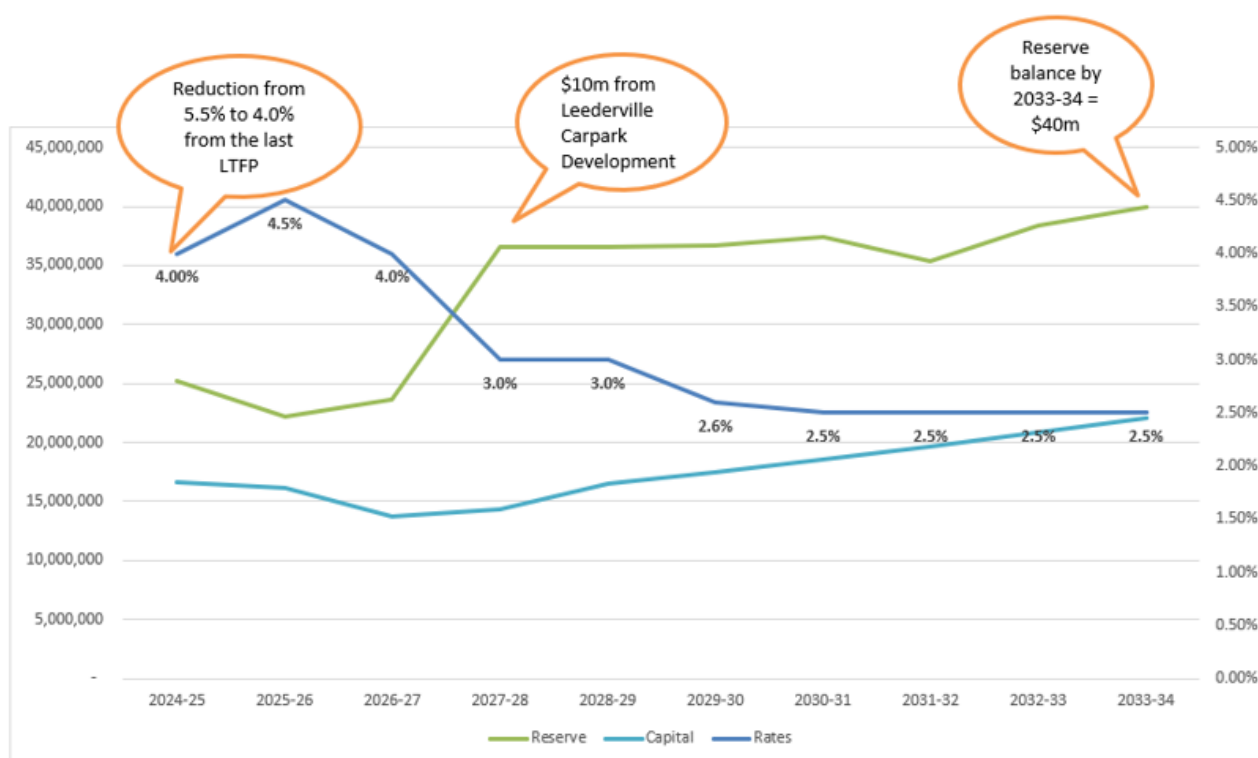
We have modelled the LTFF from 2024/25 – 2033/34 to provide guidance towards capital expenditure and reserve funding based on varying levels of rate rises. The underlying assumptions used include:

- Net surplus of around \$50k - \$150k each year
- Service charges levied are based on E30 estimates provided by Western Power for all eight underground power projects. It's estimated that up to 70% ratepayers will elect for a 4-year payback option for each project
- A 10% contingency is included on the E30 underground power cost estimates provided by Western Power for modelling purposes
- Individual 4-year fixed interest loans are borrowed from the WATC based on 50% of the total costs for each underground project
- The Underground Power Reserve and Tamala Park Land Sales Reserve will be used to fund 4-year instalment options for up to 70% of ratepayers, help manage service charge recoverability timing issues and potential project cost escalations
- Inflation of 3% for 2025/26 onwards (based on the current Reserve Bank of Australia forecast)
- 4.0% increase in wages for 2024/25, 3.5% for 2025/26 and 2.5-3% each year until 2033/34 plus statutory superannuation increases. This is dependent on the outcome of enterprise bargaining negotiations.
- Service delivery and staff levels (i.e. full time equivalent or FTE) to remain at the same level and any increase in service expectations is absorbed through operational efficiencies
- \$10m cash consideration in 2027/28 and \$5.5m additional surplus over 10 years for the Leederville Carpark Development (Commercial Rates)
- Tree pruning savings of up to \$250k over the 10 years due to the underground power project
- Higher interest revenue compared to the previous LTFF 2023/24 – 2032/33 has been included based on the current Reserve Bank of Australia data
- Mindarie Regional Council gate fee savings of \$1m due to the exit of the Resource Recovery Facility agreement and planned waste to energy transition from 2024/25. The savings will be transferred to the Waste Reserve over 10 years.:
- Light fleet renewal is planned for every 3 years as per council policy and reflecting the optimal life span of the current hybrid and electric vehicle fleet.

Modelled Scenario

The base scenario allows for the majority of Council approved projects and master plans to be delivered, including key projects like Underground Power, Leederville Carpark Development, Robertson Park Development Plan Stage 1 & 2 and the Banks Reserve Master Plan. The key assumptions and outcomes of this scenario are:

- Medium rate increases (4%-4.5%) from 2024/25 to 2026/27 and reducing to 2.5%-3% from 2027/28
- Rate rise reduced from 5.5% to 4.0% in 2024/25 compared to the previous LTFF 2023/24 – 2032/33 due to high interest revenue, fees & charges (carparking and Beatty Park) and additional surplus funds retained from the Mid-Year Budget Review
- 4-year capital works to be fully funded and a steady increase of 5%-6% in capital expenditure from 2028/29
- Reserve balance to grow by \$15m over 10 years (2033/34 balance \$40.5m)
- The current ratio is planned to fall below the minimum prescribed range of 100% due to a strategic focus on transferring any excess surplus to build up the reserve balance over the 10-year period



COMMENT:

The Long-Term Financial Plan is an 'informing strategy' within the Integrated Planning and Reporting Framework established by the State Government. It plays a vital role in prioritisation and integration, supporting the local government in current and future decision making. It enables the local government to achieve SCP and CBP outcomes, based on their resourcing capabilities, for the delivery of short, medium, and long-term community priorities. It is also an indicator of a local government's long term financial sustainability and allows early identification of financial issues and their longer-term impacts. The LTTP highlights linkages between specific plans and strategies and enhances the transparency and accountability of the council to the community.

The Long-Term Financial Plan does not commit Council to a future course of action. Where Council decisions deviate from the assumptions within this plan, the impact on the LTTP should be understood and the LTTP updated accordingly.

The LTTP has been modelled on the 2024/25 Budget being the first year of a 10-year rolling plan. It is assumed that it is updated annually when the Annual Budget and 4-year Capital Works Budget are reviewed and adopted.

The capital expenditure approved in the annual budget has been aligned to the Corporate Business Plan and the Capital Works Program.

The LTTP is based on a range of assumptions and strategies considered reasonable at the time of developing the LTTP.

All scenarios outlined above will fund the delivery of the current 4-year capex plan and the underground power project.

CONSULTATION/ADVERTISING:

The LTTP is an internal planning tool used to support the City's broader strategic planning framework and in particular the Strategic Community Plan.

LEGAL/POLICY:

Section 19, Division 3, Local Government (Administration) Regulations 1996 establishes the minimum requirements for a local government to 'plan for the future'. This includes the requirement for the creation of a Strategic Community Plan and a Corporate Business Plan, as per *Section 5.56 Local Government Act 1995*).

This plan complies with the State Government's guidelines for the development of an Integrated Planning and Reporting (IPR) framework, and the relevant advisory standards and Model LTFP provided by the Department of Local Government, Sport and Cultural Industries.

RISK MANAGEMENT IMPLICATIONS:

Medium: The Long-Term Financial Plan will be used for planning future annual budgets and assessing the future financial sustainability and therefore it is important that the estimates are based on the appropriate and relevant assumptions.

In preparing long term estimates there is a risk that the assumptions on which the estimates are based do not hold true over time. This review has been complicated by the impact of COVID-19 and high inflation, placing increased uncertainty around short term estimates. These risks are mitigated by a requirement for annual update and review.

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:

A key aim of the Long-Term Financial Plan is to enhance the City's financial sustainability, which will in turn contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

FINANCIAL/BUDGET IMPLICATIONS:

The Long-Term Financial Plan will assist in the preparation of future Annual Budgets and project planning.



CITY OF VINCENT

10 YEAR LONG TERM FINANCIAL PLAN

2024/25 – 2033/34



LONG TERM FINANCIAL PLAN

INTRODUCTION

Vincent’s primary goal is to develop a financially sustainable organisation, with sufficient financial capacity to deliver the services and projects which align with the community’s aspirations.

Vincent community aspirations are expressed through the Strategic Community Plan. The City allocates its resources and capacity through strategy and business planning instruments defined within the Integrated Planning and Reporting Framework and resourced in the Long-Term Financial Plan (“the Plan”, “the LTFP”) and the Annual Budget (“the Budget”).

The LTFP is a significant informing document for the City’s integrated strategic planning and reporting framework as it provides information regarding the resourcing requirements and financial capacity of our local government to achieve its stated objectives and priorities. It guides decision makers in their decision making, ensuring the longer-term impact is considered.

This Long-Term Financial Plan is consistent with all the requirements of the Local Government Act 1995, and the Department of Local Government, Sport and Cultural Industries’ guidelines on the development of Long-Term financial management plans.

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CITY OF VINCENT

STRATEGIC FINANCIAL PLANNING

The City uses this strategic financial planning framework when developing and managing the LTFP.

Key Principles

This Plan is guided by the following financial planning principles:

1. Robust sustainable and transparent financial planning approaches are applied.
2. A balanced budget philosophy is expected over both the short and long term, meaning a modest closing position in the budget.
3. Core services must be cost and quality competitive and delivered in line with community expectations.
4. A rates and revenue plan will inform the approach to revenue raising and the share of the rates burden applied to Vincent ratepayers.
5. Sale of significant assets, such as land assets, will not be used to subsidise operating expenditure.
6. Recurrent revenue should always exceed recurrent cash expenditure.
7. Asset renewal activity should be prioritised over the creation of new assets.
8. Responsible accumulation and/or deployment of cash backed reserves supports the management of known or predicted liabilities and minimises the impact of major projects in any one year or allows for specific purpose expenditure in future years.
9. Responsible use of debt is a legitimate option to address long-life community asset acquisitions or upgrades.
10. A suite of Key Financial Indicators and benchmarks will be identified and used to inform deliberations in formulating long term financial plans, budgets or other strategies.

Prioritisation of Scarce Resources

The City recognises there are competing demands for limited financial resources in the delivery of the Strategic Community Plan.

In developing this plan, Vincent has applied the following prioritisation hierarchy:

1. Activities to comply with statutory obligations or standards (ie mandatory services).
2. Renewal, and maintenance of existing infrastructure assets.
3. Capital projects supported by a significant external funding contribution.
4. Current operational funding for programs unless the operational need for any of these programs has been superseded or modified by a service review process. This may also consider service levels exceeding the statutory minimum described in (1).
5. New programs or assets.
6. New operating projects or initiatives that are supported by a significant external funding contribution.
7. Council decision for programs and projects based on the current service levels required by the community or as advised by technical specialists.

Relationship of the LTFP to Annual Budgeting

This Long-Term Financial Plan (LTFP) exerts influence over the development of the Annual Budget.

Projects and initiatives in the LTFP and the Corporate Business Plan form the basis of the Annual Budget.

Dynamic treasury management will also occur and the LTFP and Annual Budget will evolve dynamically. Assumptions and predictive modelling in the LTFP will be updated as the impact of decisions and external factors become known.



All significant financial decisions, including changes to staffing, are to be evaluated and modelled over long-term financial horizons, and at least for a period of 10 years.

Revenue and Rating Plan

Vincent regularly considers new funding opportunities, to increase 'own source revenue' and to reduce the rate burden on Vincent ratepayers. The City's approach to future funding is set out in the Revenue and Rating Plan.

Other funding sources include:

- Fees & Charges
- Parking Revenue
- Leases & Licences
- Investments
- Loans & Borrowings
- Cash, Savings & Reserves
- Operating and Capital Grants
- Profits on Assets

The LTFP will identify the funding gap to be met by Council rates, after other funding sources have been considered.

The LTFP is a strategic document and is designed to be dynamically modified as needed, to reflect changes to assumption.

Service Levels

Service delivery reviews are an ongoing process to ensure local government is delivering what the community needs in the best possible way, especially with changing community needs and emerging external factors such as the need to respond to climate

The Service Delivery Review Program (SDRP) is designed to assure Council and the community that our local government services are:

- appropriate – that is, services meet current community needs and wants, and can be adapted to meet future needs and wants
- effective – that is, the City delivers targeted, better quality services in new ways
- efficient – that is, the City improves resource use (people, materials, plant and equipment, infrastructure, buildings) and redirect savings to finance new or improved services.

The information gathered and recommendations inform the Corporate Business Plan review and ensures alignment, cost-benefit and resource capability.

The key benefits of service delivery reviews include:

- alignment of services with community needs and a more engaged community
- higher quality service provision
- cost savings and sometimes income generation
- increased efficiency of often limited resources
- partnerships and networks with other local governments and service providers
- increased capacity of staff to respond to the changing needs of the community
- staff who work cooperatively across directorates
- more systematic approach to understanding future community needs.
- Innovative approach to service deliver

The Service Delivery Review Program is part of a continuous improvement process linked to the Integrated Reporting and Planning Framework focused on:

- alignment of service delivery to Strategic Community Plan priorities and outcomes



CITY OF VINCENT

- development and implementation of the Corporate Business Plan and Capital Works Program
- annual budget process
- asset management
- community engagement

Why do we have a Service Delivery Review Program? Service delivery reviews help us:

- understand the service needs of our community
- determine how to efficiently and effectively deliver those services
- work internally or with partners to deliver services
- Continuously improve our services.

The City of Vincent is under increasing financial pressure with hard limits on revenue sources and ever-increasing demands or expectations of increased expenditure.

We are also committed to operating in an environmentally and socially responsible manner and provide a wide range of quality services.

The SDRP will help clarify the needs of our community and use an evidence-based approach to assess how efficiently and effectively it is meeting those needs.

The SDRP will guide any future changes to service delivery, which will provide benefits to all stakeholders whilst being financially sustainable.

Service delivery reviews are an ongoing process to ensure local government is delivering what the community needs in the best possible way, especially with changing community needs and emerging external factors such as the need to respond to climate change.

The program helps ensure both staff and the community are able to think critically and systematically about current and future service needs.

It also leads to innovation in service provision and helps build a culture of continuous improvement within Vincent.

Capital Project Proposals

Vincent's infrastructure, property and equipment assets are used to deliver important community services and the City's strategic community plan.

The development of meaningful asset management plans is essential to delivering on the City's strategic direction, service plans, projects and operational plans. Integrating Asset Management with robust long term financial plans and annual budgets is an essential part of long-term financial planning.

Capital Project Mix

When developing the City's Long Term Financial Plan, due consideration is given to the indicative asset management ratios for Asset Sustainability, Asset Consumption and Asset Renewal Funding. If the indicative asset management ratios disclose an adverse trend, Council will reconsider the capital project mix and assign a greater priority to asset renewal and maintenance.

Typical Capital Project Mix

Priority	Capital works Type	% Capital Works Budget (10-year average)
1	Asset Renewal & Maintenance	84%
2	Capital projects funded by grants/contributions	10%
3	New/upgrade assets	16%

*Typical Capital Works Allocation by Asset Category*

Asset Class	% Capital Works Budget (10-year average)
Land & Building	21%
Infrastructure	64%
Plant & Equipment	12%
Furniture & Equipment	4%

Asset Consumption

Capital works planning avoids repeated outcomes where the consumption of assets exceeds asset renewal or replacement (ie where depreciation is greater than renewal and maintenance expenditure) other than in exceptional circumstances.

Projects on a Page

All project proposals are documented on a project-plan-on-a-page (POAP) that clearly articulates:

- Links to the Strategic Community Plan
- Alignment with Asset Management Plans or other critical informing strategies
- Assessment of community / organisational impact.
- Measurable outcomes / outputs.
- Achievement of Risk Management Objectives - relating to extreme or high risks
- Synergies with other major capital initiatives.
- Potential future revenue streams or cost savings.
- Full life cycle costs.
- Evidence of external funding efforts and articulation of funding successes and grant funding obligations.
- Cash flow implications for the project.
- Realistic timelines and deliverables with appropriate consideration of organisational capacity.
- Details of any significant financial contingencies included in the costing and the project phase to which they relate.



CITY OF VINCENT

Commercial Operations

Vincent has specific financial strategies for the management of the following commercial operations. These strategies comply with the requirements of the *Local Government Act 1995*.

Beatty Park Leisure Centre

Beatty Park Leisure Centre is a significant operation that delivers recreation services to over 1 million patrons each year. Sound commercial management practices are applied that ensure Beatty Park is run efficiently and delivers a competitive, value for money, service.

Beatty Park Leisure Centre is managed as a contestable and integrated business unit. Where possible and appropriate, it operates on a user-pays basis. Fees and charges consider the competitive market context and are set annually during the budget process. Fees and charges may be used to fund Beatty Park operational requirements, such as equipment upgrades, such that the users pay for the delivery of these service improvements.

A positive Gross Profit Margin is to be achieved for the following services:

- Gym and Fitness
- Swim School
- Retail Store
- Tenancies – Beatty Park Physio and Beatty Park Café

This is used to offset a negative Gross Profit Margin for Aquatic Services (indoor and outdoor pool) and the subsidised creche, with the overall objective that the centre seeks to break even.

The business unit profit and loss statement includes:

- Revenue generated through fees and charges
- Revenue generated from commercial leases in the centre
- Repayment of debt associated with capital works and substantial equipment purchases
- Depreciation of assets, excluding the Heritage Grandstand
- Operating and capital expenditure required to deliver services
- Reasonable and proportionate administrative and corporate overheads, including HR, Finance and technology support

To create a contestable benchmark for market comparison, the business unit profit and loss statement excludes revenue and expenditure that is unrelated to Beatty Park Leisure Centre, including:

- City of Vincent sport and recreation functions
- City of Vincent parks, halls and facility bookings
- Expenditure imposed on Beatty Park by virtue of association with the City of Vincent, that would not be applied to a commercial operator

Beatty Park Leisure Centre surplus will be directed to the Beatty Park Leisure Centre Reserve and will fund the major upgrade and redevelopment of the Beatty Park Leisure Centre including the replacement or purchase of major plant, equipment, fixtures, and fittings (excluding the Heritage Grandstand).



Catalina Regional Council

Vincent is a 1/12th owner of the Catalina Regional Council, along with 6 other local authorities.

The purpose of the Catalina Regional Council is to undertake the rezoning, subdivision, development, marketing, and sale of land.

The objectives of the CRC are:

- to develop and improve the value of the land;
- to maximise, within prudent risk parameters, the financial return to the participants;
- to balance economic, social and environmental issues; and
- to produce a quality development demonstrating the best urban design and development practice.

Revenue received by Vincent from Catalina Regional Council is directed to the Tamala Park Land Sales Reserve and used to fund future significant/major capital works, underground power projects, infrastructure, project or debt reduction programs. In future, this reserve will be used to manage Western Power payments for the eight underground power projects.

Property Management

Vincent provides access to property for the benefit of the Vincent community.

The Property Management Framework determines how these leases and licences operate across four categories:

Category One	Small Community Groups
Category Two	Sporting Clubs, Community Groups and Organisations
Category Three	Commercial entities, state and national clubs, associations and community organisations
Category Four	Government agencies

The City does not seek to derive profit from leases in categories 1 or 2. The annual fee methodology for these categories is based on the Gross Rental Value (GRV) of the property with a subsidy applied based on a community benefit matrix.

Organisations that fall into categories three and four are responsible for all costs associated with the property. Rent for category three and four tenants is negotiated by reference to the total GRV for a property.



Procurement & Contract Management

Vincent uses a procurement framework and contract management framework to ensure financial decisions:

- demonstrate value for money
- are compliant with relevant legislation, codes and standards, including the Local Government Act 1995 (Act) and the Local Government (Functions and General) Regulations 1996, (Regulations)
- demonstrate probity by establishing processes that promote openness, transparency, fairness and equity to all potential suppliers
- ensure that the sustainable benefits, such as environmental, social and local economic factors are considered in the overall value for money assessment
- ensure that goods and services to be procured are necessary and fit for purpose
- properly evaluate and consider the safety and health characteristics of any goods/services prior to being introduced into the City's workplaces
- are supported by Budget provisions or comply with section 6.8(1) of the Act
- are conducted in a consistent and efficient manner across the City and that ethical decision making is demonstrated.

Cash Backed Reserves

Cash Backed Reserves are created as a long-term savings plan for future major expenditure for the following reasons:

1. Minimising in any one year, the financial impact of major asset acquisitions or replacements.
2. Providing funds to take advantage of emerging opportunities that are aligned to strategic directions.
3. Risk mitigation opportunities that minimise the impact of unanticipated financial risks on the City's operations in any one year.
4. Providing for a known liability listed in the Long-Term Financial Plan (LTFP) and is of a magnitude warranting accumulation of funds over an extended period.
5. To comply with the requirements of legislation or other contractual requirements.

The proposed balance, and the quantum of increases or decreases to the Cash Backed Reserves over future years, are incorporated into the Long-Term Financial Plan.

The use of Cash Backed Reserves is restricted by the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. Each Reserve is required to be established with a clearly defined purpose that specifies how, and for what, the funds held in the reserve may be used. The purpose of a reserve can only be changed either through the annual budget process or through the statutory process detailed in Section 6.11 of the Local Government Act (1995).



CITY OF VINCENT

STRATEGIC CONTEXT

Inflation

Over the 12 months to the March 2024 quarter, annual inflation rose to 3.6%. This is expected to decline to 2-3% by mid-2025 based on Reserve Bank of Australia data. A 3% rate has been assumed for future years thereafter. In a high inflationary environment ranging from 5% to 7%, this would be equivalent to a 1% to 2% additional rate increase in the respective year.

Underground Power

In 2022/23, Vincent has commenced a project with Western Power to deliver eight underground power projects. Extensive financial modelling was undertaken to consider the most equitable solution for both the City and ratepayers.

The funding for the projects will be shared between Western Power and the City's ratepayers:

- Western Power will fund a portion of the network charge which will vary depending on the project
- Ratepayers will fund the remaining network charges and the connection fee

The financial model was adopted at the Ordinary Council Meeting on 20 June 2023 and includes the following assumptions that has been factored into the LTFP:

- A maximum borrowing capacity of 50% has been assessed using the Western Australian Treasury Corporation's (WATC) Indicative Additional Debt Capacity Calculator
- Ratepayers will be provided the option to pay their service charges upfront payment or through a 4-year payback period option
- The 4-year payback period option will be available for up to an estimated maximum 70% of ratepayers per project and funded by a

combination of 4-year fixed interest term loans borrowed from the WATC, the Underground Power Reserve and the Tamala Park Land Sales Reserve

- The Underground Power Reserve and Tamala Park Land Sales Reserve will be used during the life of the project
- Properties will be levied a service charge based on the total costs of their specific project area

The financial model will inform the City's negotiation in the Co-Funding Agreement, which will need to be signed by Western Power and the City of Vincent prior to the construction commencing in 2025.

During 2023/24, the City has progressed financial modelling for an allocation methodology to determine the estimated cost of the first underground power project to property owners.

Underground Power is a once-in-a-generation project. It takes advantage of diverting Western Power's network upgrade expenditure toward undergrounding power distribution assets.

Asset Management Sustainability

Vincent has identified that our current level of asset renewal demand currently exceeds the City's ability to fully resource asset renewal investment. To meet this challenge, the City must strike the balance between maintaining our current portfolio and the scale of ageing assets whilst meeting the needs of a growing and diverse community and a changing environment. This needs to happen within our means and be financially sustainable in the long term.

In 2018/19 the asset sustainability ratio for Vincent was 33%, equating to an asset renewal gap in a single year of approximately \$7.5m. This was well below the established Local Government benchmark of 90%.

In response, the City has prepared an Asset Management Sustainability Strategy (AMSS). Notably, the strategy identifies two major capital projects requiring



investment. The Beatty Park Leisure Centre Grandstand is a highly-valued asset that is in need of significant additional investment to keep it maintained for future generations (AMSS, p20). Additionally, the facilities at Leederville Oval are dated and ageing and not keeping pace with community expectations (AMSS, p31). The City is in the process of developing Asset Management Plans for these two ageing facilities to better understand and plan the asset management responsibilities, risk and financial investment required over the next 10-15 years.

In the process of reviewing the Property Asset management Plan (for the City's Building and Facilities asset portfolio) a Building Level of Service framework has been developed which will guide the prioritisation of the City's capital works and renewal programs.

A new Asset Management Policy has also been developed and will be implemented through an Asset Management Framework and asset planning and project planning processes.

The current LTFP has estimated a revised asset sustainability ratio average of 91% over the next 10 years.

For more information, refer to item 10.2 at the Ordinary Council Meeting held 16 November 2021 and item 10.1 at the Ordinary Council Meeting held 8 March 2022.

Waste Management Services

In 2021/22 Vincent used a \$7m loan to exit the Mindarie Regional Council's Resource Recovery Facility (RRF) facility.

Vincent was one of 12 Councils involved in this decision. All Councils agreed it was financially beneficial given changes to the waste management market to exit the existing contract, rather than allow the contract to continue.

Exiting the contract and making other changes to waste service delivery, including the implementation of the FOGO system and planned waste to energy

transition are forecast to save the City of Vincent \$1M over 10 years. This was approved by Council in a confidential paper, as item 17.1 at the Ordinary Council Meeting held 15 December 2020.

Since the inception of the FOGO system, the City has managed to divert over 8,622 tonnes of organic waste from landfill (November 2021 to November 2023). The cost savings are estimated to be \$15/tonne, which is the difference between landfill and FOGO processing.

The City will continue to tailor waste education programs to residents in an effort to reduce contamination levels, resulting in increased diversion from landfill (and reduced landfill costs) and operational efficiencies.

For more information, refer also to the discussion on materials and contracts in the Annual Budget, item 11.7 at the Ordinary Council Meeting held 22 June 2021.

Litis Stadium Grant

In partnership with Floreat Athena Soccer, Vincent will receive \$3m in Grant funding between 2023/24 to 2025/26 to improve community facilities at Litis Stadium.

Unfunded Projects & Masterplans

Vincent is unable to fund all major capital projects and has insufficient funds to pay for more expensive, multi-generational projects. This will require the City to build reserves over time, toward funding this expenditure.

The following significant projects have not been included in the LTFP:

- Redevelopment of the Beatty Park Heritage Grandstand
- Investment in Beatty Park Leisure Centre to deliver new or enhanced services
- Leederville Oval Precinct development and improvement



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NEW REVENUE AND DEBT REDUCTION

While the City has a focus on operating efficiency, it also continuously seeks new revenue and debt reduction opportunities to take the rates burden off ratepayers.

Leederville Carparks Redevelopment

During 2022/23, the City of Vincent commenced a request for proposals (RFP) process for redevelopment of the City's major landholdings in Leederville, being the Avenue Car Park and Frame Court Car Park.

The City approved the sale of land to developer Hesperia, who also developed the ABN Building in Electric Lane. They have proposed to deliver more than \$300 million in investment into Leederville to transform the two car parks into transit-oriented mixed-use development.

Once the development is completed, there will be a total of 484 car bays on top of an extra 148 bays available after 5.30pm on weekdays and on weekends.

Financial modelling was undertaken to determine the proposed development's financial impact to our long-term financial plan.

For more information, refer to item 9.10 at the Ordinary Council Meeting held 25 July 2023.

Sydney Haynes Reserve

The City of Vincent has identified that the current use of 15 (Lot 9) Haynes Street, North Perth is in breach of the Deed of Trust, dated 2 October 1941. The City sought the approval of the Office of the Attorney General to transition the land back to public open space, ie the Sydney Haynes Reserve.

An accompanying block of land at 25 Sydney Street, North Perth was used as a car park by tenants of 15 Haynes Street. This block of land was not required, and

the City determined that selling the Land would have a greater community value if it was sold, as the proceeds from the sale could fund the construction and development of the public open space.

Following advertising of the land for sale in April 2023, Council at its meeting 16 May 2023 resolved to accept an offer and approve the sale and transfer of the land.

Residual proceeds from the sale has been allocated to the Public Open Space Reserve for future development of public open space in the City.

For more information, refer to item 9.4 at the Ordinary Council Meeting held 17 May 2022 and 9.14 at the Ordinary Council Meeting held 16 May 2023.

Mindarie Regional Council

The City of Vincent is a 1/12th owner of the Mindarie Regional Council (MRC), Western Australia's largest waste management authority.

As a part owner, the City may derive a benefit from commercial activities of the MRC.

For more information on Mindarie Regional Council, refer to their website:

[Waste Management Authority | Perth WA - Mindarie Regional Council](https://www.wasteauthority.wa.gov.au/perth-wa-mindarie-regional-council)
(mrc.wa.gov.au)

Third Party Partnerships

Where it is financially beneficial, the City of Vincent may create partnerships with third parties. These partnerships are established following a competitive market process, and the terms are approved by Council.

In one example, Vincent has a lease agreement and a management agreement with Belgravia Leisure (**Belgravia**) to operate the Loftus Recreation Centre on the City's behalf. Belgravia pay a leasing fee, a management agreement fee, repay



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the Loftus Recreation Centre Loan, and contribute toward the Loftus Recreation Centre Reserve.

The City has oversight of the performance of the business in a quarterly management report, and ensures a community benefit is delivered.

For more information, refer to item 9.6 at the Ordinary Council Meeting held 8 February 2022.

LTFP ASSUMPTIONS & MODELLING

The LTFP's assumptions and modelling provides the City with reliable, robust information to assess our capacity to maintain overall financial sustainability into the Long-Term and, most importantly, to ensure that we have in place the necessary funding arrangements to support proposed capital replacement programs and new capital projects.

The Plan is expected to influence the City's Annual Budget each year - but it is recognised that the Plan is a dynamic and evolving document that responds to changing strategic priorities, service level expectations and economic conditions.

In regularly reviewing the plan, where such changes occur and the impact is significant, the financial modelling will be adjusted to reflect these changes. This iterative approach reflects responsible business practice.

Qualifications & Limitations

As with any long-term financial model, it is important to understand any qualifications and/or limitations that may relate to the outputs of the model.

It is based on a number of financial assumptions relating to the:

- quantum of and anticipated movements in both revenues and expenditures
- anticipated timeframes for cash flows into and out of the organisation

- expectations of the continuation of (at least), existing funding initiatives.

Indicative funding or cost estimates included in this plan may relate to broad proposals that:

- Have been approved by Council and are in progress.
- Have been considered by Council but have yet to be given final approval to proceed.
- Have only been considered by Council at a strategic or conceptual level.
- Are operational in nature and based on the continued delivery of existing services.
- Are operational in nature and relate to the maintenance of City assets in accordance with management plans and maintenance plans.

Adoption of the Plan by Council does not constitute an irrevocable commitment to any specific project or service referenced in the plan, nor to its timing.

Similarly, it does not preclude the possible subsequent inclusion of further service or capital initiatives in future years if the financial modelling and strategic direction of Council indicate that it aligns with that strategic direction and could be supported without adversely impacting on the City's financial sustainability.

Any assumptions in relation to either the financial modelling parameters, projects or service proposals are prepared based on the best available information and knowledge at hand.

Key Financial Indicators

There are a number of statutory financial indicators that a local government must calculate and disclose in both their financial planning and financial reporting documents.



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The calculation of each indicator - and the specific inclusions in both the denominator and numerator used in the calculation are strictly prescribed in the Local Government Financial Management Regulations (LGFMR). This ensures that financial indicators published by different local governments are comparable.

However, it must be appreciated that there is no single indicator that demonstrates a local government's financial sustainability - nor does it necessarily mean that it is fatal if a particular local government falls below the Department of Local Government's 'preferred' benchmark for that particular indicator in a single year.

It is important to understand not only the trend in a particular indicator but also the circumstances leading to the calculation of that particular indicator value to ensure that it is interpreted 'in context'.

The results of the calculation of each of the key financial indicators and detail of the industry benchmarks is provided in the scenario modelling below.

Assumptions for all Scenarios

The following assumptions are included in all scenarios in this LTFP:

Key Metrics	Assumptions
Service Charges	<ul style="list-style-type: none"> - Service charges levied are based on E30 estimates provided by Western Power for all eight underground power projects - It is estimated that up to 70% ratepayers will elect for a 4-year payback option per project
Underground Power Project Costs	A 10% contingency is included on the E30 cost estimates provided by Western Power for modelling purposes

Loans	Individual 4-year fixed interest loans are borrowed from the WATC based on 50% of the total costs for each underground project
Reserves	The Underground Power Reserve and Tamala Park Land Sales Reserve will be used to fund 4-year instalment options for up to 70% of ratepayers, help manage service charge recoverability timing issues and potential project cost escalations
Inflation	- 3% from 2025/26 onwards, based on Reserve Bank of Australia data
Employee Costs	<ul style="list-style-type: none"> - 4.0% increase in wages for 2024/25, 3.5% for 2025/26 and & 2.5%-3% each year until 2033/34 - Superannuation contribution increases to 11.5% and 12% in 2024/25 and 2025/26 respectively - Staff numbers (FTE) remain at the same level and any increase in service expectations is absorbed through operational efficiencies
Fees & Charges	Reflects inflationary assumptions
Beatty Park Fees	
Car Parking Increases	
Interest Revenue	Higher interest revenue compared to the previous LTFP 2023/24 – 2032/33 has been included based on current Reserve Bank of Australia data
Waste	Exit of Resource Recovery Facility contract and waste to energy transition from FY25. Savings of



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	~\$1m over 10 years have been transferred to the Strategic Waste Management Reserve
Service Delivery	No changes to service delivery
Light Fleet Renewal	Assumes light fleet vehicles are renewed every 3 years
Tree Pruning	Estimated savings of \$250k over 10 years due to the underground power project
Leederville Carpark Development (Commercial Rates)	<ul style="list-style-type: none"> \$5.5m additional surplus over 10 years \$10m cash consideration in 2027/28

Potential revenue sources not included in the LTFP

The following revenue opportunities may arise during the life of the LTFP:

Source	Description
Car Parking	Additional revenue generated from changes to parking fees, above inflation
Grant Funding	Additional grant funding opportunities are likely in this period
Asset Sales	Potential sale of assets (ie land)

Potential operating efficiencies not included in the LTFP

The following operating efficiencies may arise during the life of the LTFP:

Source	Description
Operational Cost Savings	Delivering operational efficiencies that reduce operating costs and the required rates burden

Key Projects Funded

The following key projects are funded in the LTFP:

Description	Delivery Year	Amount	Funded from Rates/Service Charges
Underground Power Project (based on E30 cost estimates provided by Western Power)	2024/25 to 2030/31	>\$80m	>\$80m
Leederville Carpark Development	2025/26 to 2033/34	-	-
Robertson Park Development Plan – Stages 1 & 2	2024/25	\$1.58m	\$0.50m
	2025/26	\$2.0m	\$2.0m
	2026/27	\$1.52m	\$0.97m
	2027/28	\$0.40m	\$0.40m
Banks Reserve Master Plan (without a community facility)	2024/25	\$0.20m	\$0.20m
	2025/26	\$0.17m	\$0.17m
	2026/27	\$0.55m	\$0.55m



Projects not included in the LTFP:

The following key projects are not included in the LTFP:

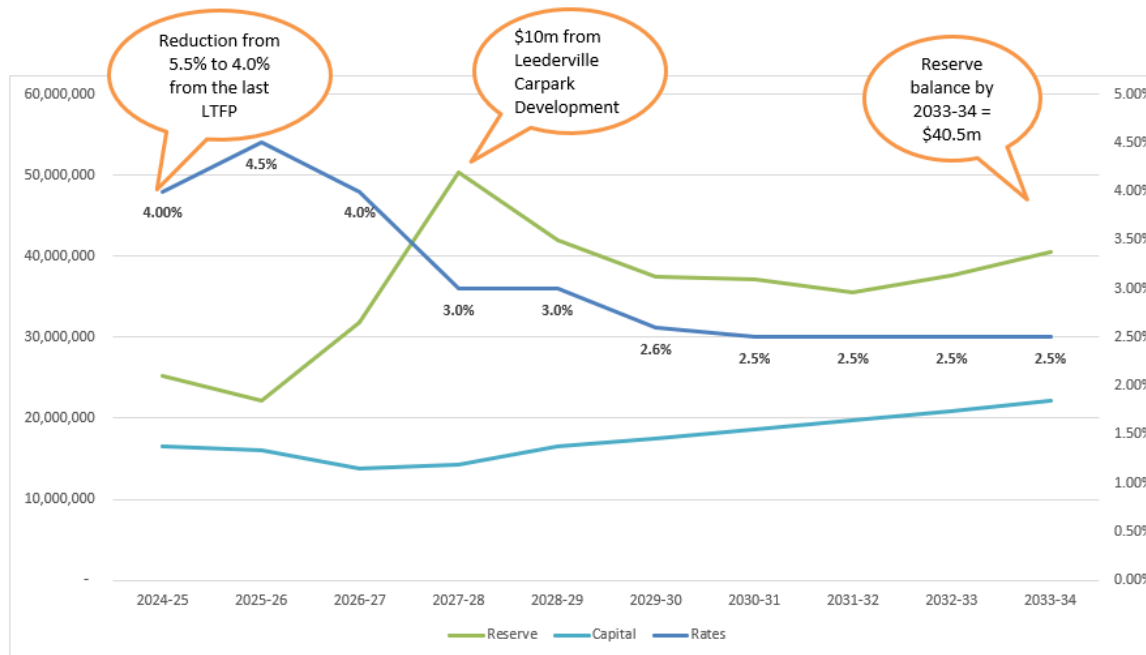
Description	Delivery Year	Amount
Banks Reserve Master Plan – Community facility and extension to car park	2026/27	\$2.5m
Beatty Park 2062: - Heritage Grandstand preservation		\$7.5m
Beatty Park 2062: - Heritage Grandstand redevelopment of original entry hall		\$3.2m
Leederville Oval: - 1000 Lux Lights, turf refurbishment		\$3m
Leederville Oval: - Clubroom and Grandstand development		\$19m



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SCENARIO MODELLING

Capex/Rates/Reserves (Including Underground Power)

**Capex**

- 4-year capital works is fully funded which includes Robertson Park and Banks Reserve projects
- Total capital spend until 2032/33 will reduce to \$153.7m from \$156.0m in the updated LTFP due to the revised 4-year plan.

Rates

- For 2024/25, the rates can be reduced to 4% from 5.5% due to high interest revenue, fees & charges (carparking and Beatty Park) and additional surplus funds retained from the MYBR
- Largely due to an increase of municipal funding (\$1.5m) required for the Robertson Park project over 4 years:
 - For 2025/26, an increase to 4.5% from 4.0%
 - For 2026/27, an increase to 4% from 3%

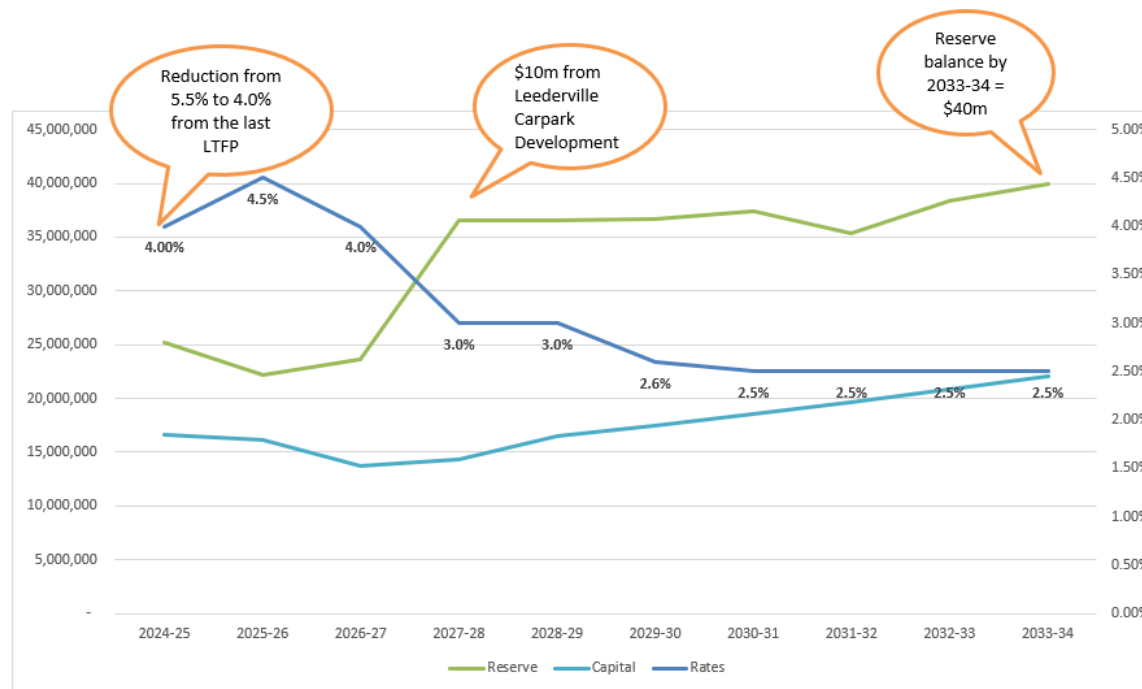
Reserves

- \$15m increase over 10 years
- Closing balance of reserves at \$40.5m by 2033/34



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Capex/Rates/Reserves (Excluding Underground Power)

**Capex**

- 4-year capital works is fully funded which includes Robertson Park and Banks Reserve projects
- Total capital spend until 2032/33 will reduce to \$153.7m from \$156.0m in the updated LTFP due to the revised 4-year plan.

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 - For 2025/26, an increase to 4.5% from 4.0%
 - For 2026/27, an increase to 4% from 3%

Reserves

- \$15m increase over 10 years
- Closing balance of reserves at \$40.5m by 2033/34



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Financial Ratios

	Min Range	Target Range	Average	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Current Ratio (incl. term deposits) - The ability of a local government to meet its short-term financial obligations out of unrestricted current assets	> 100%	> 120%	97%	88%	94%	102%	105%	96%	90%	97%	103%	103%	90%
Operating Surplus Ratio - Measure of a local government's ability to cover its operational costs and have revenues available for capital funding or other purposes.	> 1%	> 5%	4%	4%	-2%	28%	16%	-26%	-2%	3%	1%	5%	7%
Own Source Revenue Coverage Ratio - the measurement of a local government's ability to cover its costs through its own revenue efforts	> 40%	> 60%	104%	102%	96%	137%	117%	78%	96%	101%	99%	102%	106%
Debt Service Cover Ratio - measurement of a local government's ability to repay its debt including lease payments. The higher the ratio is, the easier it is for a local government to obtain a loan.	> 300%	> 500%	550%	1132%	478%	1073%	496%	-41%	211%	326%	390%	677%	755%
Asset Sustainability Ratio - indicates whether a local government is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.	> 90%	> 110%	91%	97%	91%	76%	80%	90%	92%	93%	94%	98%	100%
Asset Consumption Ratio - Measures the extent to which depreciable assets have been consumed by comparing their written down value to their replacement cost.	> 50%	> 60%	61%	63%	61%	64%	63%	61%	61%	60%	60%	60%	60%

GREEN indicates that the projected indicator exceeds the minimum range prescribed by DLGSC

AMBER indicates that the projected indicator is below the minimum range prescribed by DLGSC

¹ The Current Ratio falls below the minimum range of 100% due to a focus on transferring any excess surplus funds to build up the reserve balance over the 10-year period

² The Operating Surplus Ratio falls below the minimum range of 1% in years where there are high operational costs associated with the underground power projects

³ The Debt Service Coverage Ratio falls below the minimum range of 300% due to the City reaching maximum borrowing capacity from funds borrowed for Underground Power projects

⁴ The Asset Sustainability Ratio falls below the minimum range of 90% in years where there is a higher proportion of CAPEX spend on new projects such as Robertson Park



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LTFP ANALYSIS

Commentary on the 2024/25 – 2033/34 LTFP

Loan Borrowing Analysis

Reserve Fund Analysis

Funding Mix and Funding Use

Financial Statement Analysis

Appendices



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COMMENTARY ON THE 2024/25 – 2033/34 LTFP

The LTFP modelled above provides guidance towards capital expenditure and reserve funding based on varying levels of rate rises. It is noted that the optimum financial model is prepared to inform the Corporate Business Plan and allocate the necessary resources to ensure that the Strategic Community Plan priorities are achieved.

A conservative approach has been adopted in the preparation of the LTFP considering that significant and unprecedented economic impacts, high inflation and aggressive interest rate fluctuations have occurred in the prior year.

Base Scenario

The LTFP supports long-term financial sustainability through growth in reserves and the ability to fund the 4-year capital works without adopting significant rate rises over the life of the LTFP. Key projects including Underground Power, Leederville Carpark Development, Robertson Park Development Plan Stage 1 & 2 and the Banks Reserve Master Plan (without community facility) have been included the plan. The key assumptions and outcomes of this scenario are:

- Rate increases (4%-4.5%) from 2024/25 to 2026/27 and reducing to 2.5%-3% from 2027/28
- Rate rise reduced from 5.5% to 4.5% in 2024/25 compared to the previous LTFP 2023/24 – 2032/33 due to high interest revenue, fees & charges (carparking and Beatty Park) and additional surplus funds retained from the Mid-Year Budget Review
- Largely due to an increase of municipal funding (\$1.5m) required for the Robertson Park project over 4 years, the following rate changes from the previous LTFP have been adopted:
 - Rate rise increased from 4% to 4.5% in 2025/26

- Rate rise increased from 3% to 4% in 2026/27

- 4-year capital works to be fully funded and a steady increase of 5-6% in capital expenditure from 2028/29
- Reserve balance to increase by \$15m over 10 years (2033/34 balance \$40.5m)
- The debt service coverage ratio falls below the minimum prescribed range of 300% due to the City reaching maximum borrowing capacity from funds borrowed for the underground power projects. It is assumed that funds will not be borrowed for other projects other than for underground power over the 10 years.
- The current ratio falls below the minimum prescribed range of 100% due to a focus on transferring any excess surplus funds to build up the reserve balance over the 10-year period
- Majority of key financial ratios meet the minimum target prescribed by the Department of Local Government, Sport and Cultural Industries (DLGSC)

LOAN BORROWING ANALYSIS

Loan borrowings are a legitimate financing facility available to local governments to sustainably meet the long-term needs of its community, particularly in respect to major capital works projects. The Act empowers the City to borrow within a financial strategy as part of a balanced funding package and are included in the City's Long Term Financial Plan where appropriate.

The City is expected to borrow 4-year fixed interest term loans up to a maximum of 50% of the total costs for each underground power project over the next 10 years. The loans will fund ratepayers that have elected for the 4-year instalment plan.

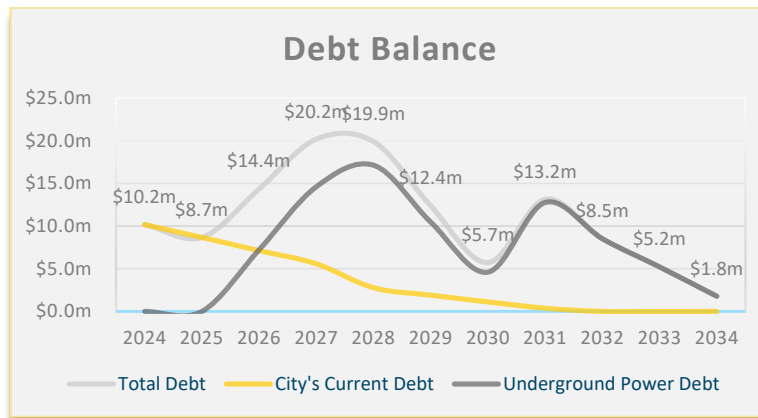
The City's outstanding loan borrowings at the commencement of the LTFP is projected to start at \$10.1m early in 2024/25 and then progressively peak to



\$20.2m in 2026/27 due to the loans borrowed for the underground power project.

To increase the City's borrowing capacity for the underground power project, an additional loan repayment of \$1.4m towards the Beatty Park Development loan was approved during the 2023/24 mid-year budget review.

The City's debt levels over the life of the project; including existing loans are shown below:



RATES YIELD ANALYSIS

The rate setting model used in preparing the financial plan represents an annual rate yield increase between 2.5% - 4.5% (2024/25 to 2033/34). This is the level required to ensure that the balance between the City's operational expenditure and its operational revenue generating capacity is maintained at a sustainable level - as reflected in the Operating Surplus Ratio.

RESERVE FUND ANALYSIS

Local governments rely heavily on own source income, with Rates being a majority component. Given the demands to fund ongoing operations and specific major projects, funding strategies are required to avoid significant variations in the demand for funds and the consequential impact on ratepayers. Financial Reserves are considered an appropriate mechanism to sustainably manage a local government's financial stability, helping to avoid the need for large or irregular rate movements in the years that relevant projects are delivered, spreading or smoothing the financial implications.

Cash backed (discretionary) Reserves are used to set aside funds for a proposed future purpose (see Appendices). Subject to the requirements of section 6.11 of the Act, reserve funds must only be used for the nominated purpose. These reserves may be funded by appropriation from the City's Municipal fund or by the proceeds of asset sales, distributions from Tamala Park Regional Council (TPRC) or linked to a specific income source.

The City will utilise the Underground Power Reserve and the Tamala Park Land Sales Reserve during the life of the underground power project. The use would allow for the funding of 4-year instalment options for up to 70% of ratepayers, help manage service charge recoverability timing issues and potential project cost escalations.

The Forecast Schedule of Reserves prepared which provides a breakdown of reserve funds over the life of the LTFP. It shows that there will be heavy reliance on reserve drawdowns in 2025/26 (net reduction of around \$3m) to fund the 4-year capital plan. The reserve balance is anticipated to grow again from 2026/27 and a \$10m cash consideration is expected to be received from the Leederville Carpark Development and transferred into an Investment Reserve from 2027/28. Over the 10-year period, the balance is projected to grow to \$40.5m in 2033/34.



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City of Vincent
Forecast Schedule of Reserves
For the period 2025 - 2034

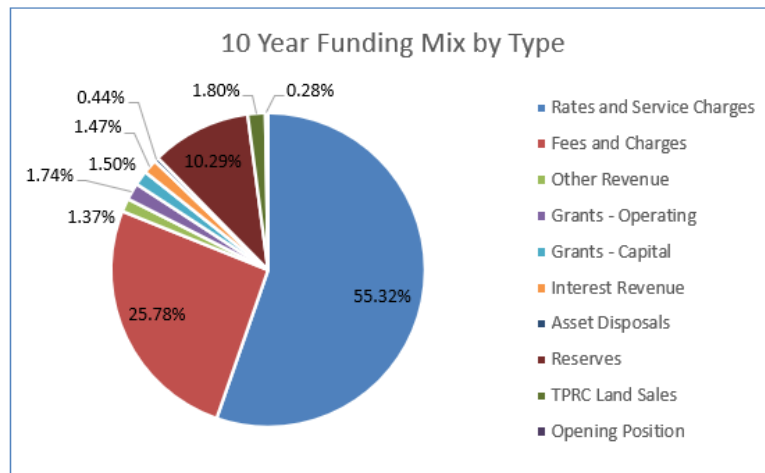
	1	2	3	4	5	6	7	8	9	10
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	Balance	Balance	Balance	Balance	Balance	Balance	Balance	Balance	Balance	Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
4 Asset Sustainability Reserve	8,557,306	4,629,611	5,485,203	7,424,907	5,953,405	4,742,473	4,117,322	2,899,668	2,507,661	3,357,814
5 Beatty Park Leisure Centre Reserve	160,175	163,379	166,647	169,980	273,380	328,848	335,425	342,134	348,977	355,957
7 Cash in Lieu Parking Reserve	418,435	306,804	192,940	76,799	93,335	110,202	127,406	144,954	162,853	181,110
9 Hyde Park Lake Reserve	181,139	184,762	188,457	192,226	196,071	199,992	203,992	208,072	212,233	216,478
10 Land and Building Acquisition Reserve	333,838	340,515	347,325	354,272	361,357	368,584	375,956	383,475	391,145	398,968
11 Leederville Oval Reserve	77,765	79,320	80,906	82,524	84,174	85,857	87,574	89,325	91,112	92,934
13 Loftus Community Centre Reserve	154,532	157,623	160,775	163,991	167,271	170,616	174,028	177,509	181,059	184,680
14 Loftus Recreation Centre Reserve	140,492	143,302	146,168	149,091	152,073	155,114	158,216	161,380	164,608	167,900
15 Investment Reserve	-	-	-	10,000,000	10,200,000	10,404,000	10,612,080	10,824,322	11,040,808	11,261,624
16 Office Building Reserve - 246 Vincent Street	223,570	228,041	232,602	237,254	241,999	246,839	251,776	256,812	261,948	267,187
17 Parking Facility Reserve	118,620	120,992	123,412	125,880	128,398	130,966	133,585	136,257	138,982	141,762
18 Percentage For Public Art Reserve	142,860	145,717	148,631	151,604	154,636	157,729	160,884	164,102	167,384	170,732
20 State Gymnastics Centre Reserve	70,412	5,750	20,212	35,394	51,324	52,350	53,397	54,465	55,554	56,665
21 Strategic Waste Management Reserve	382,217	489,861	599,658	711,651	825,884	942,402	1,061,250	1,182,475	1,306,125	1,432,248
22 Tamala Park Land Sales Reserve	9,969,902	10,900,069	11,727,045	12,570,560	13,430,945	14,308,539	15,203,684	13,883,837	16,709,590	17,043,782
23 Underground Power Reserve	2,633,200	2,661,593	10,829,847	16,486,159	8,264,511	3,732,053	2,574,521	3,094,135	2,333,586	3,624,075
25 POS reserve - Haynes Street	129,815	132,411	135,059	137,760	140,515	143,325	146,192	149,116	152,098	155,140
26 POS reserve - General	1,454,962	1,484,061	1,193,742	1,217,617	1,241,969	1,266,808	1,292,144	1,317,987	1,344,347	1,371,234
	25,149,369	22,173,943	31,778,764	50,287,807	41,961,388	37,546,840	37,069,579	35,470,175	37,570,223	40,480,445

Refer to Appendices for a breakdown of specified reserve purposes

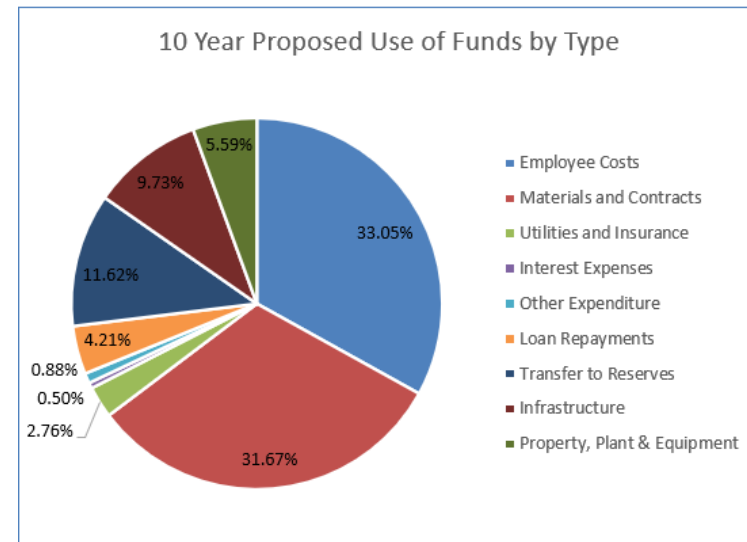


CITY OF VINCENT

FUNDING MIX AND FUNDING USE



The chart above indicates the respective contributions of the various funding sources to the total funding mix over the ten-year period covered by the plan. The major elements of the funding model are rates and service charges (55.3%), fees and charges (25.8%), reserves (10.3%), operating & non-operating grants (3.2%), land and asset disposals (1.8%), interest revenue (1.5%) and other revenue (1.4%).



The proposed expenditure program reveals that approximately 33.0% of cash expenditure relates to employee costs and another 31.7% to materials and contracts, 2.8% to utilities and insurances, 4.7% towards loan servicing and interest, 0.9% for other expenditure with 15.3% applied to capital expenditure, with the remaining 11.6% going to Reserves.

Over the life of the plan, funds will be applied towards meeting the costs of operational service delivery as well as expenditure on the underground power project, infrastructure renewals, debt servicing and replenishing Reserves.



FINANCIAL STATEMENTS AND SUPPORTING SCHEDULES

Primary Financial Statements

The ten-year LTFP is presented as a suite of summarised financial statements:

- FS1 - Statement of Comprehensive Income by Nature and Type
- FS2 - Statement of Funding (Rate Setting Statement)
- FS3 - Statement of Cash Flows
- FS4 - Statement of Net Current Asset Position
- FS5 - Statement of Financial Position
- FS6 - Statement of Change in Equity.

Please note the financial statements provided below are derived from the base scenario.

FS1 - Statement of Comprehensive Income

This financial statement includes estimates of all revenues and expenditures that are included in the operating (normal day to day) activities of the City. This also includes non-cash items such as depreciation as well as interest payments on loans. It excludes repayments of loan principal, proceeds from loan borrowings and capital expenditure items - those are all reflected in the aggregated Rate Setting Statement FS2.

Information from the Income Statement is used to calculate the Operating Surplus Ratio which is one of the statutory measures of financial sustainability.

FS2 - Statement of Funding (Rate Setting Statement)

This important statutory financial statement includes estimates of all operating and non-operating revenues and expenditures as well as repayments of loan

principal, proceeds from loan borrowings, capital expenditure items and transfers to or from cash backed reserves. It does however, exclude all non-cash items.

The purpose of the statement is to demonstrate the calculation of the amount of rates expected to be required to fund the budget each year.

FS3 - Statement of Cash Flows

This financial statement demonstrates the projected impact on the overall cash position of the City of the planned financial transactions. It is derived from the Operating Position which is then adjusted for the impact of the non-cash transactions and non-operating items.

FS4 - Statement of Net Current Asset Position

This financial statement contains projected balances for Current Assets (Cash, Receivables and Inventories) and Current Liabilities (Creditors, Provisions and Restricted Reserves) across each year of the plan.

It is used to calculate the Net Current Assets figure which is essentially the starting point for developing the Rate Setting Statement which determines the amount of rates required to fund the budget each year.

FS5 - Statement of Financial Position

This financial statement demonstrates the impact of the proposals in the Long Term Financial Plan on the assets and liabilities of the City. The financial plan should indicate maintenance or improvement in the value of the City's Equity (Net Assets).

FS6 - Statement of Change in Equity

This financial statement recognises the impact on the City's Net Assets (Equity).



CITY OF VINCENT

City of Vincent
FS 1 - Forecast Statement of Comprehensive Income - by Nature or Type
For the period 2024-2034

	1	2	3	4	5	6	7	8	9	10
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenues										
Rates	44,452,032	46,745,809	48,920,816	50,702,769	52,547,611	54,246,025	55,942,657	57,690,217	59,490,191	61,344,108
Operating grants, subsidies and contributions	1,693,715	1,744,530	1,796,866	1,850,773	1,906,295	1,963,484	2,022,390	2,083,062	2,145,554	2,209,921
Fees and charges	24,577,345	24,745,725	26,688,145	27,659,971	28,120,983	29,171,340	30,475,976	30,914,990	31,834,625	33,094,432
Service charges	0	17,355,161	22,372,605	16,878,189	0	0	27,793,219	0	0	0
Interest earnings	2,080,000	1,705,600	1,569,152	1,443,620	1,528,130	1,558,692	1,589,866	1,621,663	1,654,097	1,687,178
Other Revenues	1,332,125	1,372,088	1,413,251	1,455,647	1,499,318	1,544,301	1,590,632	1,638,348	1,687,498	1,738,127
	74,135,217	93,668,913	102,760,835	99,990,969	85,602,337	88,483,842	119,414,740	93,948,280	96,811,965	100,073,766
Expenses										
Employee costs	(33,367,027)	(34,686,548)	(35,545,034)	(36,255,935)	(36,981,054)	(37,720,675)	(38,475,088)	(39,244,590)	(40,029,482)	(40,830,072)
Materials and contracts	(24,702,697)	(40,627,371)	(37,970,771)	(37,709,546)	(38,699,732)	(33,892,689)	(53,999,324)	(32,436,517)	(31,274,006)	(32,428,968)
Utilities	(1,968,786)	(2,027,852)	(2,088,688)	(2,151,345)	(2,215,888)	(2,282,364)	(2,350,836)	(2,421,359)	(2,494,002)	(2,568,821)
Depreciation	(13,122,588)	(13,527,616)	(13,976,218)	(14,477,587)	(15,137,109)	(15,832,021)	(16,564,361)	(17,336,288)	(17,673,531)	(18,395,537)
Interest Expenses	(378,943)	(507,438)	(846,984)	(1,051,316)	(897,275)	(571,022)	(480,137)	(477,920)	(312,618)	(177,081)
Insurance expenses	(801,318)	(825,357)	(850,118)	(875,621)	(901,890)	(928,948)	(956,816)	(985,521)	(1,015,086)	(1,045,539)
Other expenditure	(881,243)	(907,677)	(934,906)	(962,952)	(991,848)	(1,021,612)	(1,052,263)	(1,083,827)	(1,116,345)	(1,149,839)
	(75,222,602)	(93,109,859)	(92,212,720)	(93,484,303)	(95,824,796)	(92,249,332)	(113,878,825)	(93,986,022)	(93,915,070)	(96,595,856)
Net Result from Operations	(1,087,385)	559,054	10,548,115	6,506,666	(10,222,459)	(3,765,490)	5,535,915	(37,742)	2,896,895	3,477,910
Non-operating grants, subsidies and contributions	3,573,740	1,995,406	1,668,740	1,578,333	1,136,166	1,204,336	1,276,596	1,353,192	1,434,384	1,520,447
Loss on Revaluation	0	0	0	0	0	0	0	0	0	0
Profit on Assets Disposal	4,595,340	1,593,016	24,938,468	11,506,059	1,524,001	2,342,302	1,560,969	1,397,315	1,538,531	3,993,595
Loss on assets disposal	(48,282)	(4,351,971)	(50,232)	(51,237)	(10,566,879)	(53,308)	(3,811,008)	(55,463)	(56,573)	(57,705)
NET RESULT	7,033,413	(204,495)	37,105,091	19,539,821	(18,129,171)	(272,159)	4,562,473	2,657,302	5,813,237	8,934,247
Other Comprehensive Income	5,042,080	5,208,972	5,357,448	5,436,404	5,533,906	5,664,296	5,802,740	6,419,632	6,677,433	6,922,387
TOTAL COMPREHENSIVE INCOME	12,075,493	5,004,477	42,462,539	24,976,225	(12,595,265)	5,392,137	10,365,213	9,076,934	12,490,670	15,856,634



CITY OF VINCENT

City of Vincent

FS 2 - Forecast Statement of Funding - for the period 2024 - 2034

	1	2	3	4	5	6	7	8	9	10
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
FUNDING FROM OPERATIONAL ACTIVITIES										
Revenues										
Rates	44,452,032	46,745,809	48,920,816	50,702,769	52,547,611	54,246,025	55,942,657	57,690,217	59,490,191	61,344,108
Operating grants, subsidies and contributions	1,693,715	1,744,530	1,796,866	1,850,773	1,906,295	1,963,484	2,022,390	2,083,062	2,145,554	2,209,921
Profit on asset disposal	4,595,340	(2,709,708)	24,938,468	11,506,059	(8,990,616)	2,342,302	(2,195,664)	1,397,315	1,538,531	3,993,595
Fees and charges	24,577,345	24,745,725	26,688,145	27,659,971	28,120,983	29,171,340	30,475,976	30,914,990	31,834,625	33,094,432
Service charges	0	17,355,161	22,372,605	16,878,189	0	0	27,793,219	0	0	0
Interest earnings	2,080,000	1,705,600	1,569,152	1,443,620	1,528,130	1,558,692	1,589,866	1,621,663	1,654,097	1,687,178
Other revenue	1,332,125	1,372,088	1,413,251	1,455,647	1,499,318	1,544,301	1,590,632	1,638,348	1,687,498	1,738,127
	78,730,557	90,959,205	127,699,303	111,497,028	76,611,721	90,826,144	117,219,076	95,345,595	98,350,496	104,067,361
Expenses										
Employee costs	(33,367,027)	(34,686,548)	(35,718,825)	(36,598,037)	(37,498,861)	(38,421,821)	(39,367,479)	(40,336,369)	(41,329,068)	(42,346,169)
Materials and contracts	(24,702,697)	(40,627,371)	(37,970,771)	(37,709,546)	(38,699,732)	(33,892,689)	(53,999,324)	(32,436,517)	(31,274,006)	(32,428,968)
Utility charges (electricity, gas, water etc.)	(1,968,786)	(2,027,852)	(2,088,688)	(2,151,345)	(2,215,888)	(2,282,364)	(2,350,836)	(2,421,359)	(2,494,002)	(2,568,821)
Depreciation on non-current assets	(13,122,588)	(13,527,616)	(13,976,218)	(14,477,587)	(15,137,109)	(15,832,021)	(16,564,361)	(17,336,288)	(17,673,531)	(18,395,537)
Loss on asset disposal	(48,282)	(49,247)	(50,232)	(51,237)	(52,262)	(53,308)	(54,375)	(55,463)	(56,573)	(57,705)
Interest expense	(378,943)	(507,438)	(846,984)	(1,051,316)	(897,275)	(571,022)	(480,137)	(477,920)	(312,618)	(177,081)
Insurance expense	(801,318)	(825,357)	(850,118)	(875,621)	(901,890)	(928,948)	(956,816)	(985,521)	(1,015,086)	(1,045,539)
Other expenditure	(881,243)	(907,677)	(934,906)	(962,952)	(991,848)	(1,021,612)	(1,052,263)	(1,083,827)	(1,116,345)	(1,149,839)
	(75,270,884)	(93,159,106)	(92,436,742)	(93,877,641)	(96,394,865)	(93,003,785)	(114,825,591)	(95,133,264)	(95,271,229)	(98,169,659)
	3,459,673	(2,199,901)	35,262,561	17,619,387	(19,783,144)	(2,177,641)	2,393,485	212,331	3,079,267	5,897,702
Funding Position Adjustments										
Depreciation on non-current assets	13,122,588	13,527,616	13,976,218	14,477,587	15,137,109	15,832,021	16,564,361	17,336,288	17,673,531	18,395,537
Net profit and losses on disposal	(4,547,058)	2,758,955	(24,888,236)	(11,454,822)	9,042,878	(2,288,994)	2,250,039	(1,341,852)	(1,481,958)	(3,935,890)
Adjustment for underground power service charges	0	(9,459,678)	(9,140,099)	(2,213,127)	9,915,941	6,872,305	(12,116,045)	4,847,291	4,847,291	4,847,291
Net Funding From Operational Activities	12,035,203	4,626,992	15,210,444	18,429,025	14,312,784	18,237,691	9,091,840	21,054,058	24,118,131	25,204,640
FUNDING FROM CAPITAL ACTIVITIES										
Inflows										
Proceeds on disposal	4,188,350	1,108,769	947,974	11,808,974	978,974	1,001,174	1,024,706	866,958	1,015,193	2,078,476
Non-operating grants, subsidies and contributions	3,573,740	1,995,406	1,668,740	1,578,333	1,136,166	1,204,336	1,276,596	1,353,192	1,434,384	1,520,447
Outflows										
Purchase of land held for resale	0	0	0	0	0	0	0	0	0	0
Purchase of property plant and equipment	(7,132,302)	(6,073,500)	(2,820,000)	(5,550,000)	(6,105,000)	(6,471,300)	(6,859,578)	(7,271,153)	(7,707,422)	(8,169,867)
Purchase of infrastructure	(9,460,006)	(10,007,752)	(10,946,790)	(8,736,240)	(10,409,864)	(11,034,456)	(11,696,523)	(12,398,315)	(13,142,213)	(13,930,746)
Net Funding From Capital Activities	(8,830,218)	(12,977,077)	(11,150,076)	(898,933)	(14,399,724)	(15,300,246)	(16,254,799)	(17,449,318)	(18,400,058)	(18,501,690)
FUNDING FROM FINANCING ACTIVITIES										
Inflows										
Transfer from reserves	2,389,908	18,620,154	11,903,040	12,374,131	16,840,985	11,135,555	25,789,678	7,655,946	4,137,264	3,837,264
New borrowings	0	8,152,545	10,533,650	7,980,014	0	0	13,236,898	0	0	0
Outflows										
Transfer to reserves	(5,878,962)	(15,644,728)	(21,507,861)	(30,883,174)	(8,514,565)	(6,721,006)	(25,312,417)	(6,056,542)	(6,237,312)	(6,747,487)
Principal elements of finance lease payments	(264,318)	(271,604)	(277,036)	(282,577)	(288,229)	(293,994)	(299,874)	(305,871)	(311,988)	(318,228)
Repayment of borrowings	(1,498,010)	(2,476,868)	(4,683,994)	(6,748,625)	(7,937,274)	(7,070,347)	(6,242,862)	(4,898,754)	(3,305,888)	(3,441,425)
Net Funding From Financing Activities	(5,251,382)	8,379,499	(4,032,201)	(17,560,231)	100,917	(2,949,792)	7,171,423	(3,605,221)	(5,717,924)	(6,669,876)
Estimated Surplus/(Deficit) July 1 B/Fwd	2,123,883	77,486	106,900	135,068	104,928	118,905	106,557	115,021	114,540	114,689
Estimated Surplus/(Deficit) June 30 C/Fwd	77,486	106,900	135,068	104,928	118,905	106,557	115,021	114,540	114,689	147,762



CITY OF VINCENT

City of Vincent

FS 3 - Forecast Statement of Cashflows - for the period 2023 - 2034

	1	2	3	4	5	6	7	8	9	10
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows From Operating Activities										
Receipts										
Rates	44,452,032	46,745,809	48,920,816	50,702,769	52,547,611	54,246,025	55,942,657	57,690,217	59,490,191	61,344,108
Operating grants, subsidies and contributions	1,693,715	1,744,530	1,796,866	1,850,773	1,906,295	1,963,484	2,022,390	2,083,062	2,145,554	2,209,921
Fees and charges	24,429,838	24,596,385	26,535,825	27,506,127	27,966,291	29,014,925	30,317,873	30,755,239	31,673,269	32,931,518
Service charges	0	8,047,941	13,488,019	14,948,237	10,107,412	7,005,005	15,979,891	4,940,889	4,940,889	4,940,889
Interest earnings	2,080,000	1,705,600	1,569,152	1,443,620	1,528,130	1,558,692	1,589,866	1,621,663	1,654,097	1,687,178
Other revenue	1,332,125	1,372,088	1,413,251	1,455,647	1,499,318	1,544,301	1,590,632	1,638,348	1,687,498	1,738,127
	73,987,710	84,212,352	93,723,929	97,907,173	95,555,057	95,332,433	107,443,309	98,729,418	101,591,498	104,851,742
Payments										
Employee costs	(33,129,993)	(34,501,661)	(35,354,601)	(35,863,643)	(36,773,139)	(37,506,523)	(38,254,511)	(39,017,396)	(39,795,472)	(40,589,042)
Materials and contracts	(23,370,657)	(40,081,706)	(37,599,112)	(37,122,576)	(38,296,826)	(33,473,195)	(53,562,565)	(31,981,787)	(30,800,573)	(31,936,067)
Utility charges	(1,968,786)	(2,027,852)	(2,088,688)	(2,151,345)	(2,215,888)	(2,282,364)	(2,350,836)	(2,421,359)	(2,494,002)	(2,568,821)
Interest expenses	(378,943)	(507,438)	(846,984)	(1,051,316)	(897,275)	(571,022)	(480,137)	(477,920)	(312,618)	(177,081)
Insurance expenses	(801,318)	(825,357)	(850,118)	(875,621)	(901,890)	(928,948)	(956,816)	(985,521)	(1,015,086)	(1,045,539)
Other expenditure	(881,243)	(907,677)	(934,906)	(962,952)	(991,848)	(1,021,612)	(1,052,263)	(1,083,827)	(1,116,345)	(1,149,839)
	(60,530,940)	(78,851,691)	(77,674,410)	(78,027,454)	(80,076,866)	(75,783,665)	(96,657,128)	(75,967,810)	(75,534,096)	(77,466,388)
Net Cash Provided By (Used In) Operating Activities	13,456,770	5,360,661	16,049,519	19,879,719	15,478,191	19,548,768	10,786,182	22,761,609	26,057,402	27,385,354
Cash Flows from Investing Activities										
Payments for development of land held for resale	0	0	0	0	0	0	0	0	0	0
Payments for purchase of property, plant & equipment	(7,132,302)	(6,073,500)	(2,820,000)	(5,550,000)	(6,105,000)	(6,471,300)	(6,859,578)	(7,271,153)	(7,707,422)	(8,169,867)
Payments for construction of infrastructure	(9,460,006)	(10,007,752)	(10,946,790)	(8,736,240)	(10,409,864)	(11,034,456)	(11,696,523)	(12,398,315)	(13,142,213)	(13,930,746)
Principal elements of lease payments	(264,318)	(271,604)	(277,036)	(282,577)	(288,229)	(293,994)	(299,874)	(305,871)	(311,988)	(318,228)
Non-operating grants, subsidies and contributions	3,573,740	1,995,406	1,668,740	1,578,333	1,136,166	1,204,336	1,276,596	1,353,192	1,434,384	1,520,447
Proceeds from disposal of assets	438,350	378,000	339,000	1,200,000	370,000	392,200	415,732	440,676	467,116	495,143
Proceeds from sale of land	3,750,000	730,769	608,974	10,608,974	608,974	608,974	608,974	426,282	548,077	1,583,333
Transfers (to)/from investments	(3,982,102)	2,826,364	(10,123,947)	(19,133,299)	7,868,352	3,457,680	(829,957)	453,838	(3,602,132)	(4,537,171)
Net Cash Provided By (Used In) Investing Activities	(13,076,638)	(10,422,317)	(21,551,059)	(20,314,809)	(6,819,601)	(12,136,560)	(17,384,630)	(17,301,351)	(22,314,178)	(23,357,089)
Cash Flows from Financing Activities										
Repayment of borrowings	(1,498,010)	(2,476,868)	(4,683,994)	(6,748,625)	(7,937,274)	(7,070,347)	(6,242,861)	(4,898,754)	(3,305,888)	(3,441,425)
Proceeds from new borrowings	0	8,152,545	10,533,650	7,980,014	0	0	13,236,898	0	0	0
Net Cash Provided By (Used In) Financing Activities	(1,498,010)	5,675,677	5,849,656	1,231,389	(7,937,274)	(7,070,347)	6,994,037	(4,898,754)	(3,305,888)	(3,441,425)
Net Increase (Decrease) in Cash Held	(1,117,878)	614,021	348,117	796,299	721,316	341,861	395,589	561,504	437,337	586,839
Cash at beginning of year	10,182,250	9,064,373	9,678,394	10,026,510	10,822,809	11,544,125	11,885,986	12,281,575	12,843,079	13,280,416
Cash and Cash Equivalents at the End of Year	9,064,373	9,678,394	10,026,510	10,822,809	11,544,125	11,885,986	12,281,575	12,843,079	13,280,416	13,867,255



CITY OF VINCENT

City of Vincent
FS 4 - Forecast Composition of Estimated Net Current Asset Position
For the period 2023 - 2034

	1	2	3	4	5	6	7	8	9	10
	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Estimated Surplus/Deficit July 1 B/Fwd	2,123,883	77,486	106,900	135,068	104,928	118,905	106,557	115,021	114,540	114,689
CURRENT ASSETS										
Cash and cash Equivalents	9,064,373	9,678,394	10,026,510	10,822,809	11,544,125	11,885,986	12,281,575	12,843,079	13,280,416	13,867,255
Financial Assets at amortised cost	25,189,462	22,083,476	31,778,763	50,287,806	41,711,593	37,421,894	37,059,006	35,422,507	37,634,651	40,565,817
Trade and Other Receivables	5,064,394	8,257,370	12,329,662	15,435,839	12,546,894	8,783,338	10,836,398	10,996,149	11,157,505	6,473,128
Inventories	1,437,494	1,480,619	1,525,038	1,570,789	1,617,913	1,666,450	1,716,443	1,767,937	1,820,975	1,875,604
CURRENT LIABILITIES										
Trade and Other Payables	(9,813,161)	(10,401,951)	(10,818,029)	(11,450,750)	(11,900,780)	(12,368,811)	(12,855,564)	(13,361,786)	(13,888,258)	(14,435,788)
Movement in Accruals	(6,162,885)	(6,347,772)	(6,538,205)	(6,930,497)	(7,138,412)	(7,352,564)	(7,573,141)	(7,800,335)	(8,034,346)	(8,275,376)
Reserves	(25,149,368)	(22,173,942)	(31,778,763)	(50,287,806)	(41,961,386)	(37,546,837)	(37,069,576)	(35,470,172)	(37,570,220)	(40,480,443)
Current Long Term Borrowings	(1,811,922)	(3,749,896)	(6,108,430)	(8,219,851)	(7,358,576)	(4,996,225)	(5,198,628)	(3,611,759)	(3,753,413)	(2,091,494)
ADJUSTMENTS										
Add: Current Long Term Borrowings	1,811,922	3,749,896	6,108,430	8,219,851	7,358,576	4,996,225	5,198,628	3,611,759	3,753,413	2,091,494
Add: Infringement Debtors transferred to non current asset	1,625,000	1,787,500	1,823,251	1,859,717	1,896,912	1,934,854	1,973,553	2,013,025	2,053,287	2,094,356
Add: Land Held For Resale	(1,177,823)	(1,213,157)	(1,249,552)	(1,287,038)	(1,325,650)	(1,365,419)	(1,406,382)	(1,448,573)	(1,492,030)	(1,536,791)
Add: Current portion of underground power service charges	0	(3,043,636)	(6,963,607)	(9,915,941)	(6,872,305)	(2,952,333)	(4,847,291)	(4,847,291)	(4,847,291)	0
Estimated Surplus/Deficit June 30 C/Fwd	77,486	106,901	135,068	104,928	118,905	106,557	115,021	114,539	114,689	147,762



CITY OF VINCENT

City of Vincent
FS 5 - Forecast Statement of Financial Position
 For the period 2024 - 2034

	1	2	3	4	5	6	7	8	9	10
	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	30 June 31	30 June 32	30 June 33	30 June 34
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
CURRENT ASSETS										
Cash and cash Equivalents	9,064,373	9,678,394	10,026,510	10,822,809	11,544,125	11,885,986	12,281,575	12,843,079	13,280,416	13,867,255
Financial Assets at amortised cost	25,189,462	22,083,476	31,778,763	50,287,806	41,711,593	37,421,894	37,059,006	35,422,507	37,634,651	40,565,817
Trade and Other Receivables	5,064,394	8,257,370	12,329,662	15,435,839	12,546,894	8,783,338	10,836,398	10,996,149	11,157,505	6,473,128
Inventories	1,437,494	1,480,619	1,525,038	1,570,789	1,617,913	1,666,450	1,716,443	1,767,937	1,820,975	1,875,604
TOTAL CURRENT ASSETS	40,755,723	41,499,859	55,659,973	78,117,243	67,420,525	59,757,668	61,893,422	61,029,672	63,893,547	62,781,804
NON-CURRENT ASSETS										
Other Receivables	2,966,200	9,471,228	14,454,240	13,385,620	6,290,817	3,438,639	13,762,886	8,495,343	3,757,494	3,870,218
Inventories	41,986	41,986	41,986	41,986	41,986	41,986	41,986	41,986	41,986	41,986
Investments	41,967	43,226	44,523	45,859	47,235	48,652	50,112	51,615	53,163	54,758
Interests in Joint Arrangements	15,892,577	17,491,835	20,516,076	22,889,214	22,173,437	21,340,103	20,506,770	19,923,437	19,173,437	17,006,770
Property Plant and Equipment	256,215,571	255,311,218	273,785,562	273,353,692	264,232,776	267,595,609	264,130,418	268,380,809	276,955,250	282,264,339
Infrastructure	152,069,608	155,603,571	163,903,420	167,829,612	175,607,368	182,621,678	192,552,269	199,954,293	203,976,011	215,064,039
Right of Use Assets	0	0	0	0	0	0	0	0	0	0
TOTAL NON-CURRENT ASSETS	427,227,909	437,963,064	472,745,807	477,545,983	468,393,619	475,086,667	491,044,441	496,847,483	503,957,341	518,302,110
TOTAL ASSETS	467,983,632	479,462,922	528,405,780	555,663,227	535,814,144	534,844,336	552,937,863	557,877,154	567,850,888	581,083,914
CURRENT LIABILITIES										
Trade and Other Payables	9,813,161	10,401,951	10,818,029	11,450,750	11,900,780	12,368,811	12,855,564	13,361,786	13,888,258	14,435,788
Current Portion of Long-term Liabilities	1,547,604	3,478,292	5,831,394	7,937,274	7,070,347	4,702,231	4,898,754	3,305,888	3,441,425	1,773,266
Provisions	6,162,885	6,347,772	6,538,205	6,930,497	7,138,412	7,352,564	7,573,141	7,800,335	8,034,346	8,275,376
Lease liabilities	264,318	271,604	277,036	282,577	288,229	293,994	299,874	305,871	311,988	318,228
TOTAL CURRENT LIABILITIES	17,787,968	20,499,619	23,464,664	26,601,098	26,397,768	24,717,600	25,627,333	24,773,880	25,676,017	24,802,658
NON-CURRENT LIABILITIES										
Long-term Borrowings	7,128,594	10,873,583	14,370,137	13,495,646	6,425,298	1,723,067	8,520,581	5,214,694	1,773,270	0
Provisions	605,774	623,947	642,666	661,945	681,804	702,258	723,326	745,025	767,376	790,398
TOTAL NON-CURRENT LIABILITIES	7,734,368	11,497,530	15,012,803	14,157,591	7,107,102	2,425,325	9,243,907	5,959,719	2,540,646	790,398
TOTAL LIABILITIES	25,522,336	31,997,149	38,477,467	40,758,689	33,504,871	27,142,925	34,871,240	30,733,598	28,216,664	25,593,056
NET ASSETS	442,461,296	447,465,773	489,928,313	514,904,538	502,309,273	507,701,410	518,066,623	527,143,556	539,634,224	555,490,858
EQUITY										
Retained Surplus	111,511,643	114,282,574	141,782,845	142,813,623	133,010,872	137,153,262	142,192,995	146,449,702	150,162,890	156,186,914
Reserves - Cash Backed	25,149,368	22,173,942	31,778,763	50,287,806	41,961,386	37,546,837	37,069,576	35,470,172	37,570,220	40,480,443
Asset Revaluation Surplus	305,800,285	311,009,257	316,366,705	321,803,109	327,337,015	333,001,311	338,804,051	345,223,683	351,901,114	358,823,501
TOTAL EQUITY	442,461,296	447,465,773	489,928,313	514,904,538	502,309,273	507,701,410	518,066,622	527,143,556	539,634,224	555,490,858



CITY OF VINCENT

City of Vincent
FS 6 - Forecast Statement of Changes in Equity
For the period 2023 - 2034

	1	2	3	4	5	6	7	8	9	10
	30 June 25	30 June 26	30 June 27	30 June 28	30 June 29	30 June 30	30 June 31	30 June 32	30 June 33	30 June 34
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
RETAINED SURPLUS										
Opening Balance	107,967,284	111,511,643	114,282,574	141,782,845	142,813,623	133,010,872	137,153,262	142,192,995	146,449,702	150,162,890
Net Result	7,033,413	(204,495)	37,105,091	19,539,821	(18,129,171)	(272,159)	4,562,473	2,657,302	5,813,237	8,934,247
Amount transferred (to)/from Reserves	(3,489,054)	2,975,426	(9,604,821)	(18,509,043)	8,326,420	4,414,549	477,261	1,599,404	(2,100,048)	(2,910,223)
Closing Balance	111,511,643	114,282,574	141,782,845	142,813,623	133,010,872	137,153,262	142,192,995	146,449,702	150,162,890	156,186,914
RESERVES - CASH/INVESTMENT BACKED										
Opening Balance	21,660,314	25,149,368	22,173,942	31,778,763	50,287,806	41,961,386	37,546,837	37,069,576	35,470,172	37,570,220
Amount transferred to/(from) Retained Surplus	3,489,054	(2,975,426)	9,604,821	18,509,043	(8,326,420)	(4,414,549)	(477,261)	(1,599,404)	2,100,048	2,910,223
Closing Balance	25,149,368	22,173,942	31,778,763	50,287,806	41,961,386	37,546,837	37,069,576	35,470,172	37,570,220	40,480,443
ASSET REVALUATION SURPLUS										
Opening Balance	300,758,205	305,800,285	311,009,257	316,366,705	321,803,109	327,337,015	333,001,311	338,804,051	345,223,683	351,901,114
Total Other Comprehensive Income	5,042,080	5,208,972	5,357,448	5,436,404	5,533,906	5,664,296	5,802,740	6,419,632	6,677,431	6,922,387
Closing Balance	305,800,285	311,009,257	316,366,705	321,803,109	327,337,015	333,001,311	338,804,051	345,223,683	351,901,114	358,823,501
TOTAL EQUITY	442,461,296	447,465,773	489,928,313	514,904,538	502,309,273	507,701,410	518,066,622	527,143,556	539,634,224	555,490,858



APPENDICES

Specific Purpose Reserves

Vincent will maintain Cash Backed Reserves having the following specified purposes.

	Name of Reserve	Purpose of the Reserve	Timeframe	Informing Strategy, Plan or Decision
1. Asset Management Reserves				
1.1	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.	Ongoing	Asset Management and Sustainability Strategy
1.2	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.	Ongoing	Asset Management and Sustainability Strategy Asset Prioritisation Plan for Buildings
1.3	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.	Ongoing	Asset Management and Sustainability Strategy Asset Prioritisation Plan for Buildings
1.4	Hyde Park Land Reserve	For works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds.	Ongoing	Asset Management and Sustainability Strategy
1.5	Leederville Oval Reserve	For the works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings, and associated land.	Ongoing	Asset Management and Sustainability Strategy Asset Prioritisation Plan for Buildings
1.6	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.	Ongoing	Asset Management and Sustainability Strategy Asset Prioritisation Plan for Buildings
1.7	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.	Ongoing	Asset Management and Sustainability Strategy Asset Prioritisation Plan for Buildings



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1.8	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.	Ongoing	Asset Management and Sustainability Strategy Asset Prioritisation Plan for Buildings
1.9	Plant and Equipment Reserve	For the purchase of replacement plant and equipment associated with City's works.	Ongoing	
1.10	Waste Management Plant and Equipment Reserve	This reserve was established in 2001 for the for the purpose of replacing plant and equipment associated with the City's waste management, minimisation, and recycling operations. From 2023/24, the Council resolves that the reserve to be closed and the balance to be allocated to the Strategic Waste Management Reserve.	Closed from 2023/24	Waste Strategy 2018-2023
2. Strategic Purpose Reserves				
2.1	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.	Ongoing	Percent for Art Policy 7.5.13
2.2	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.	Ongoing	Public Open Space Strategy 2018
2.3	Public Open Space – Haynes Street Reserve	For the future development of POS at Haynes Street		Haynes Street Reserve Transition Plan Item 9.8 Extension of Lease – 31 Sydney Street, North Perth, Ordinary Council Meeting 12 October 2021 Public Open Space Strategy 2018
2.4	Strategic Waste Management Reserve	From 2023/24, the Council resolves that this reserve should receive funds from the closure of the Waste Management Plant and Equipment Reserve and its purpose to be changed to the following: "For the purpose of replacing plant and equipment associated with the City's waste operations and investigation/implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park)."	Ongoing	Waste Strategy 2018-2023



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2.5	Investment Reserve	Reserve to be established in the financial year that the City receives a \$10m cash consideration from the Leederville Carpark Development	2027/28	To be confirmed
2.5	Underground Power Reserve	For the purpose of funding the City's contribution to approved underground power projects.	2023/24-2031/32	Memorandum of Understanding for Tranche 2 Western Power's Network Renewal Underground Pilot Program
3. Parking & Transport Related Reserves				
3.1	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. (Proposed by VM) These funds will be used to improve the City of Vincent Bicycle Network and other Travel Smart projects.		Parking and Access Policy 7.7.1 Accessible City Strategy Bike Network Plan
3.2	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.		Accessible City Strategy Car Parking Strategy Precinct Parking Management Plan Safer Vincent Plan 2019-2022
4. Other Special Purpose Reserves				
4.1	Tamala Park Land Sales Reserve	The Tamala Park Reserve was established in 2011/12 and funded from revenue received from land developed by the Tamala Park Regional Council. The purpose of the reserve includes allocating funds for future significant or major capital works, infrastructure, project or debt reduction for the benefit of the City. From the 2023/24 financial year, the council proposes the change in purpose of the reserve to include funding for underground power projects. Its purpose will be changed to the following: "For future significant/major capital works, underground power projects, infrastructure, project or debt reduction programme for the benefit of the City."		Tamala Park Regional Council, Joint Ownership, established 3 Feb 2006

7.6 EVENT SPONSORSHIP 2024/25

- Attachments:**
1. 2024-2025 Event Sponsorship Guidelines and Criteria  
 2. 2024-2025 Event Sponsorship detailed summary of applications  
 3. 2024-2025 Event Sponsorship Applications by Event Category  
 4. RTRFM Neon Picnic - Confidential
 5. Revelation Perth International Film Festival - Confidential
 6. Reclink Perth Community Cup - Confidential
 7. St Patricks Day Festival WA - Confidential
 8. WA Good Food Guide Wine Awards - Confidential
 9. Circular - Confidential
 10. Jazz Picnic in the Park - Confidential
 11. City of Vincent Match - Confidential
 12. Jazz in the Park - Confidential
 13. KCSG Teen Quiz Night - Confidential
 14. After Dark 5 - Confidential
 15. Beaufort Beats 2024 - Confidential
 16. Dogtober - Confidential
 17. Beaufort Street Christmas Festival - Confidential
 18. Mount Hawthorn Streets and Laneways Festival - Confidential
 19. The Provedore Market - Confidential
 20. Washing Lane "WAY" Activation - Confidential
 21. Night of Lights - Confidential 
 22. Dinner at Murder Mansion - Confidential
 23. Hyde Park Festival - Confidential
 24. Mt Hawthorn Mural Festival - Confidential
 25. Leederville Connect Events Calendar - Confidential
 26. Nom Nom Festival - Confidential
 27. WA All Stars Charity Game - Confidential
 28. Greek Festival - Confidential
 29. Leedy Artfest - Confidential
 30. The Magnificent World of Temporary Creations - Confidential
 31. Perth Festival Event No. 1 - Confidential
 32. Perth Festival Event No. 2 - Confidential
 33. 2023-2024 Event Sponsorship  

RECOMMENDATION:

1. That Council APPROVES an amount of \$274,000 for 2024/25 Event Sponsorship as follows:

Event	Amount
RTRFM 92.1 Neon Picnic	\$10,000
Revelation Perth International Film Festival Revelation Perth International Film Festival	\$20,000
Reclink Australia Reclink Perth Community Cup	\$10,000
St Patricks Day Festival WA St Patricks Day Festival	\$20,000
WA Good Food Guide WA Good Food Guide Wine Awards	\$0
Good Sammy Enterprises Circular	\$15,000
Perth International Jazz Festival Jazz Picnic In The Park	\$25,000
East Perth Football Club City of Vincent Match	\$0
Brenda Lee Jazz In The Park	\$0
Kids Cancer Support Group KCSG Teen Quiz Night	\$0

The Pickle District After Dark 5	\$30,000
The Beaufort Street Network Beaufort Beats 2024	\$4,000
The Beaufort Street Network Dogtober	\$5,500
The Beaufort Street Network Beaufort Street Christmas Festival	\$10,000
Mt Hawthorn Hub Mt Hawthorn Streets and Laneways Festival	\$30,000
The Providedore Market The Providedore Market	\$10,000
Golden Sea Property Developments Pty Ltd Washing Lane "WAY" Activation	\$15,500
Colombian Association of WA Inc Night of Lights	\$7,000
Emma Humphrys Dinner at Murder Mansion	\$0
Rotary Club of North Perth Hyde Park Festival	\$15,000
Sioux Tempsett Mt Hawthorn Mural Festival	\$10,000
Leederville Connect Leederville Connect Events Calendar	\$22,500
The Leederville Precinct Nom Nom Festival	\$0
Suited Events WA All Stars Charity Game	\$0
Floreat Athena Greek Festival	\$0
The Leederville Precinct Leedy Artfest	\$7,500
Remida WA The Magnificent World of Temporary Creations	\$7,000
TOTAL EVENT SPONSORSHIP	\$274,000

2. That Council APPROVES \$80,000 for 2024/25 Sponsorship for Perth Festival as follows:

Event	Amount
Perth Festival Event No. 1	\$40,000
Perth Festival Event No. 2	\$40,000
TOTAL EVENT SPONSORSHIP	\$80,000

3. NOTES the allocation of 2024/25 Event Sponsorship remains subject to the recipient signing a Sponsorship Agreement with the City of Vincent identifying all related expectations and obligations.

PURPOSE OF REPORT:

To approve the proposed 2024/25 Event Sponsorship and associated budget allocations.

DELEGATION:

Council's [Community Funding Policy](#) requires that Festival and Event Sponsorship applications are assessed annually by Administration based upon sponsorship criteria and presented to Council with recommendations for determination.

BACKGROUND:

Community events create cultural opportunities that make Vincent a vibrant and connected place for our community to enjoy, activating town centres and sustaining artists and the creative economy.

The City's sponsorship program is open once a year for events such as art events, family-friendly festivals, concerts, food markets and community and cultural celebrations.

As per the [Community Funding Policy](#), the level of support for events is determined by the value to the Vincent community in terms of economic, cultural and social outcomes.

Sponsorship is available for:

- Established commercial business and incorporated community groups
- Applicants with appropriate insurances and licences (public liability, product liability, general property, and workers compensation)
- Events that are free to attend and within a public place in the City's boundary
- Events held between 1 July 2024 and 30 June 2025.

Funding is available for up to half the total cost of the event with a cap of \$40,000 per application. In 2023/24 the City of Vincent allocated \$254,000 in Event Sponsorship (**Attachment 33**).

DETAILS:**Process for Seeking Applications**

Applications for 2024/25 Event Sponsorship opened on 29 January 2024. The sponsorship program was promoted through the City's Facebook page, Instagram, website, e-newsletters, eco signs, monthly newspaper advert, and direct correspondence with previous and prospective applicants. Applications closed on 15 March 2024.

Applicants are required to address the assessment criteria as set out in the Event Sponsorship Guidelines and Criteria (**Attachment 1**).

Assessment Criteria

The City of Vincent receives more funding applications than the available budget. To ensure an equitable assessment process, all applicants are required to demonstrate the value the event adds to the Vincent community and how it aligns with the Strategic Community Plan:

Enhanced Environment

- How the event organiser will implement practises that will effectively reduce the environmental impact and promote sustainability to deliver an environmentally friendly event.

Accessible City

- Strategies in place to encourage people to use smart travel methods.
- How the event organiser will ensure the event will be inclusive to all members of the community regardless of sexuality, age, ability and background.

Connected Community

- Specify the target demographic and how the event will encourage active involvement and participation.
- Demonstrate a broad appeal of the event.

Thriving Places

- How the event will increase economic benefit to the local businesses and encourage them to be involved.
- How economic benefit will be measured.
- How the event will provide social benefit and cultural opportunities to the local and greater community.

Innovative and Accountable

- Evidence the organiser can deliver the event by including history of previous work, evidence of additional funding sources and demonstration of organisation capacity.

All applications that meet the criteria are evaluated, with further shortlisting based on the demonstrated value to the community. The aim is to provide a diverse mix of events for the whole community at a range of locations within the City and spread throughout the year.

Perth Festival

This year Perth Festival approached the City with a proposal to hold two free events in Vincent in 2025 and potentially for the following three years.

The Perth Festival program attracts thousands of visitors to Perth and surrounding neighbourhoods every year, stimulating economic activity in a number of ways in addition to audience expenditure on the night.

The proposal is for one or both events to take place at a location currently under embargo until Perth Festival launch date.

These high-profile events will not only activate the area, they will also showcase the potential of the venue.

Both events will appeal to all ages, with an emphasis on families to encourage intergenerational attendance.

Due to the current condition of the venue and surrounding area, and an element of uncertainty about its readiness for such an event/events, it is recommended that the funding application for Perth Festival is considered separately and in addition to the smaller scale community event applications received. Should the venue not be ready or suitable, the budgeted amount will be returned to municipal funds and included in the closing surplus.

Application Outcomes

A total of 29 applications were received as shown in the tables below.

A summary of each application along with the funding recommendation this year and details of funding provided in previous years is at **Attachment 2**.

A breakdown of each event by category is at **Attachment 3**.

Individual submissions are in **Confidential Attachments 4 – 32**.

The total amount of funding requested was \$543,170 with the recommended sponsorship total of \$274,000, plus an additional \$80,000 for the two Perth Festival Events.

Event Sponsorship

Event	Location	Event Date	Funding Requested	Funding Recommended	2023/24 Funding
RTRFM Neon Picnic	Hyde Park	March	\$12,000	\$10,000	\$10,000
Revelation Perth International Film Festival	Luna	July	\$20,000	\$20,000	\$20,000
Reclink Perth Community Cup	L'ville Oval	October	\$10,000	\$10,000	N/A
St Patricks Day Festival	L'ville Oval	March	\$30,000	\$20,000	\$20,000
WA Good Food Guide Wine Awards	Luna	October	\$5,000	\$0	N/A
Good Sammy Enterprises Circular	MH Town Hall or NP Town Hall	April	\$20,000	\$15,000	\$15,000
Jazz Picnic in The Park	Hyde Park	November	\$30,000	\$25,000	\$25,000
EPFC City of Vincent Match	L'ville Oval	April	\$7,500	\$0	\$2,500
Brenda Lee Jazz in the Park	Hyde Park	November	\$3,050	\$0	N/A
KCSG Teen Quiz Night	MH Town Hall	July	\$10,000	\$0	N/A
The Pickle District After Dark 5	Pickle Dist	May	\$30,000	\$30,000	\$30,000
BSN Beaufort Beats 2024	Beaufort St	August	\$6,000	\$4,000	N/A
BSN Dogtober	BirdwoodSq and Mary St Piazza	October	\$10,000	\$5,500	\$7,000
BSN Beaufort Street Christmas Festival	Beaufort St	December	\$15,000	\$10,000	\$5,000
MHH Mt Hawthorn Streets and Laneways Festival	Mt Hawthorn	March	\$30,000	\$30,000	N/A
The Provedore Markets	Mt Hawthorn	Oct, Nov, Dec, April	\$10,000	\$10,000	\$4,620
Golden Sea Property Developments Washing Lane "WAY" Activation	Washing Lane	September	\$40,000	\$15,500	N/A
Colombian Association of WA Night of Lights	Hyde Park	December	\$7,500	\$7,000	N/A
Emma Humphrys Dinner at Murder Mansion	NP Town Hall	March	\$9,800	\$0	N/A
Rotary Hyde Park Festival	Hyde Park	March	\$20,000	\$15,000	\$15,000
Sioux Tempsett Mt Hawthorn Mural Festival	Mt Hawthorn	Sept-March	\$20,000	\$10,000	N/A
Leederville Connect Events Calendar	Leederville	Year-round	\$30,000	\$22,500	\$25,000
The Leederville Precinct Nom Nom Festival	Leederville	July	\$10,500	\$0	N/A
Suited Events WA All Stars Charity Game	L'ville Oval	March	\$50,000	\$0	N/A
Floreat Athena Greek Festival	Litis Stadium	Date TBC	\$10,000	\$0	N/A
The Leederville Precinct Leedy Artfest	Leederville TC	October	\$7,500	\$7,500	N/A
Remida Magnificent World of Temporary Creations	Hyde Park (suggest different location)	October	\$9,320	\$7,000	N/A
TOTAL			\$543,170	\$274,000	

Perth Festival

Event	Event Date	Funding Requested	Funding Recommended	2023/24 Funding
Perth Festival Event No. 1	February	\$40,000	\$40,000	N/A
Perth Festival Event No. 2	February	\$40,000	\$40,000	N/A
TOTAL		\$80,000	\$80,000	

CONSULTATION/ADVERTISING:

No consultation required.

LEGAL/POLICY:

Community Funding Policy

RISK MANAGEMENT IMPLICATIONS

Medium: The public nature of events attracts risks including loss of reputation, financial, loss and damage to facilities and equipment. This is managed by the sponsorship agreement which requires recipients to supply the City with event plans, risk management plans and insurance details.

The sponsorship agreement also stipulates recipients carry out the events at their own risk and agree to not make any claims against the City and the City shall have no liability or responsibility to the provider with respect to the event.

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 well utilised.

Accessible City

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

Connected Community

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

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

Our many cultures are celebrated.

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

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

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.

Innovative and Accountable

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 recipients are required through the funding agreement to adhere to sustainable practices.

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:

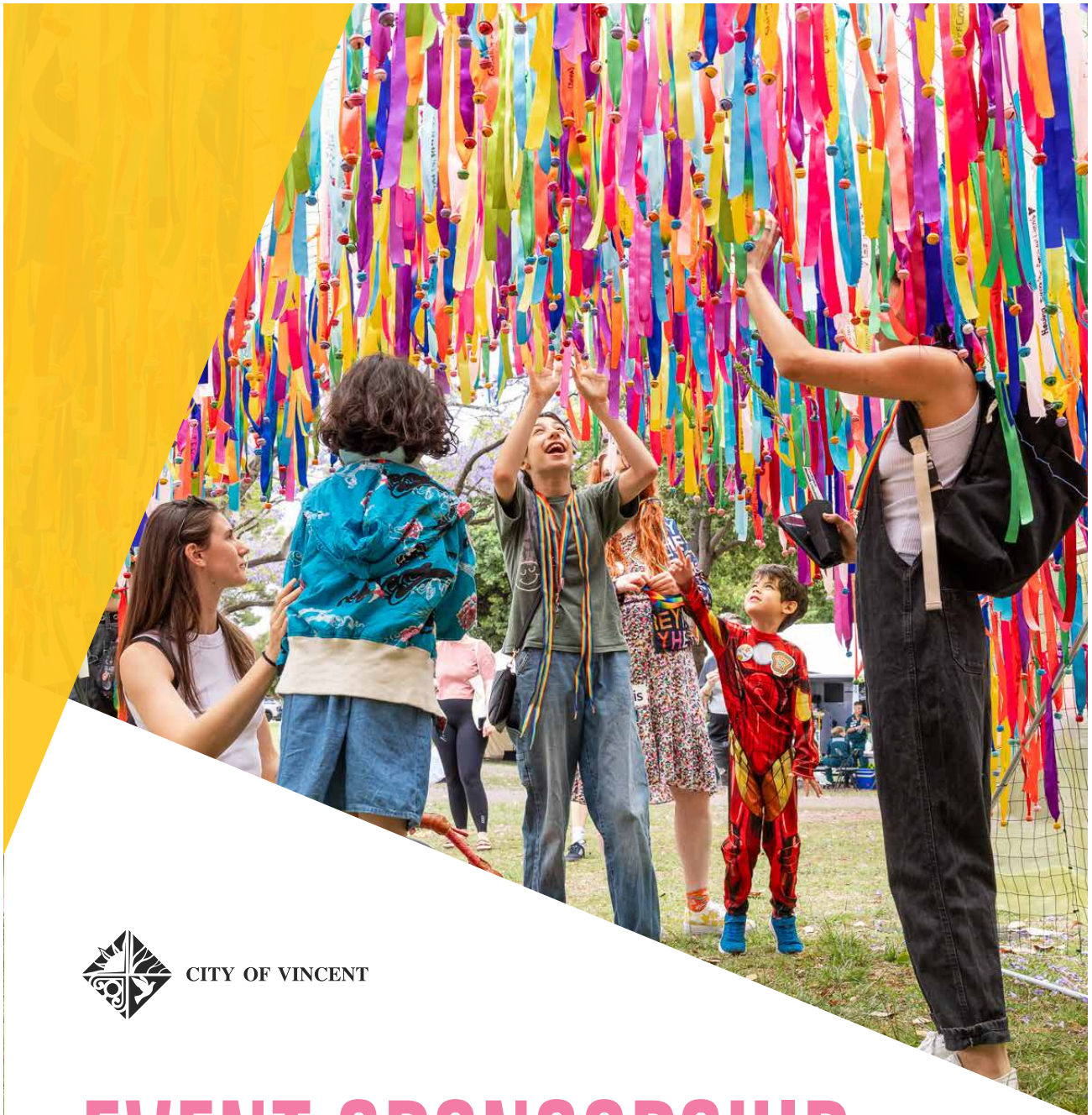
Event Sponsorship funding of \$274,000 plus sponsorship of \$80,000 for Perth Festival, to be approved by Council as part of the annual budget for 2024/25.

COMMENTS:

The allocation of event funding through Council's 2024/25 budget will not only contribute to the success of various community events, but also have positive impacts on the local economy and social cohesion.

Due to the number of applications and available budget, recommended funding for some events has reduced from last year and not all events can be funded. The events that are well established and have built strong community connections are encouraged to seek additional sponsorship to support their events.

The delivery of these events in collaboration with town teams, community groups, local businesses and not-for-profits builds strong relationships to enhance collaboration, strengthen community bonds and lead to the development of more inclusive and diverse events reflecting the unique needs and interests of the local community.



CITY OF VINCENT

EVENT SPONSORSHIP 2024 – 2025

Guidelines and Criteria



The City sees events as an essential part of creating cultural opportunities that make Vincent a lively and connected place for people to enjoy. Events activate town centres and sustain artists and the creative economy.

Applications are encouraged for sponsorship funding for a variety of events such as art events, family-friendly festivals, concerts, food markets and community and cultural celebrations.

Important Dates

- Applications open Monday 29 January
- Applications close 4pm Friday 15 March
- Applications approved by Council – Tuesday 28 May
- Applicants notified of outcome – Wednesday 29 May
- Your event takes place between 1 July 2024 – 30 June 2025

Eligible

Sponsorship is available for:

- Established commercial businesses and incorporated community groups
- Applicants with appropriate insurances and licences (public liability, product liability, general property, and workers compensation)
- Events that are free to attend and are within a public place in the City's **boundary**
- Events held between 1 July 2024 and 30 June 2025
- Events that demonstrate alignment to all criteria within these guidelines

Not Eligible

Sponsorship is not available for:

- Applicants without an Australian Business Number
- Schools, P&C associations, political or religious groups
- Events that have commenced or begun promotion. The City cannot sponsor retrospectively
- Purchases of capital equipment, insurances, ongoing and recurring staff salaries, including consultant fees
- Applicants with outstanding debt to the City



Funding

Applicants may apply for sponsorship up to \$40,000. The City will not fund more than half the total cost of the event. Funding will be allocated based on the size and category of the event as per the table below.

Applications will also be assessed in comparison to other applications received to ensure delivery of a diverse event program for the year.

Funding is available for:

- Traffic management
- Staging equipment, audio visual, structures and toilets
- Performers, entertainers and activities
- Art activations
- Marketing and promotion

Event Category	Event Examples	Sponsorship Amounts	Crowds	Scoring based on alignment to the criteria. Each criteria will be rated out of 5
Small events	Community events, Neon Picnic, Footyville	\$5,000 – \$10,000	1,000 – 5,000	A score of at least 50/55
Medium events	Halloween, Arty Farty Christmas Party	\$10,000 – \$20,000	5,000 – 10,000	A score of at least 44/55
Large events	Street festivals, Pride Fairday, St Patricks Day	\$20,000 – \$40,000	10,000+	A score of at least 40/55

In-kind Support

The City may be able to provide the following as in-kind support

- Accessibility and sustainability guidance
- Advice about Welcome to Country or Acknowledgment of Country
- Additional marketing and promotion
- Waste and recycling services
- Ranger services
- Hire of parks, facilities and use of carparks

Sponsorship Agreements

Successful applicants will enter into a written agreement with the City to manage the partnership and outline key responsibilities for both parties. The City will be under no obligation to provide sponsorship until both parties have executed the agreement.

Acquittal Process

An event acquittal is to be submitted by the applicant no later than 60 days after the event.

Welcome to and Acknowledgment of Country

An Acknowledgment or Welcome to Country is to be given at all events receiving sponsorship from the City.

Accessibility

The applicant should make every effort to create an event that is accessible for people with disability and the LGBTIQ+ and culturally and linguistically diverse communities.

Helpful Links

- [Department of Health Guidelines for concerts, events and organised gatherings](#)
- [Strategic Community Plan](#)
- [Town Centre Place Plans](#)

How to Apply

Click [here](#) to apply. Applications close 4pm, Friday 15 March.

Canvassing of Elected Members

Canvassing or lobbying to the Mayor, Councillors or City of Vincent employees in relation to any sponsorship application will result in the application being ineligible for sponsorship.

Contact us

Community and Civic Events Officer
mail@vincent.wa.gov.au or 9273 6000

2024/25 Event Sponsorship Applications – detailed summary

Event Sponsorship

Event Name	Neon Picnic				
Event Date	15 March 2025				
Event Location	Hyde Park				
Event Organiser	RTRFM 92.1				
Event Description	Neon Picnic is an annual live broadcast of RTRFM at Hyde Park. The family friendly event showcases live local musical talent, free children's activities, local food trucks and a small bar to raise money for the community radio station. The day will broadcast radio shows Global Rhythm Pot, Homegrown and Drastic on Plastic.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$27,000	\$12,000	\$10,000	Yes	Waste Facility hire Marketing
Sponsorship History	\$10,000 in 2023/24 \$10,000 in 2022/23 \$10,000 in 2021/22 \$5,000 in 2019/20				
Compliant EOI?	Yes				
Administration Recommendations	Recommendation to continue the same level of sponsorship as previous years. RTRFM are a local radio station and attract a large demographic of Vincent listeners to the event.				

Event Sponsorship

Event Name	Revelation Perth International Film Festival				
Event Date	3 – 7 July 2024				
Event Location	Luna Cinema Leederville, Perth Backlot, Roberts Bar Leederville				
Event Organiser	Revelation Perth International Film Festival				
Event Description	Now in its 28th year, the Revelation Perth International Film Festival is a premiere international film festival event. With its central venue being the Luna Cinemas, it presents more than 150 new international short feature documentary films. It includes talks, workshops, masterclasses, presentations and Australia's only academic conference associated with an international film festival. Along with the film program which includes award winning titles drawn from the international film festival scene, it attracts audiences in the thousands and around 50 filmmakers representing their work alongside producers who seek to acquire new production projects. Taking place over five days with the opportunity to expand to eight with program hit films, the event is a vibrant and vital element of the Australian screen culture and festival environment and regarded internationally as a festival of vision.				
Event is Free	Free workshops and events plus ticketed events priced \$15, \$18 and \$22				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$278,750	\$20,000	\$20,000	Yes	Marketing
Sponsorship History	\$20,000 in 2023/24 \$20,000 in 2022/23 \$20,000 in 2021/22 \$18,000 in 2019/20				
Compliant EOI?	50/50 – due to ticket price				
Administration Recommendations	Revelation Film Festival attracts enthusiasts of film, art and culture, contributing to the town centres vibrancy and offering during the winter season. Should funding be supported, it is recommended that the organisers are requested to ensure a balance of free workshops and events with wide community appeal. The Festival has an established reputation and status, making it appealing to new and alternative sponsorship in future years to ensure its sustainability.				

Event Sponsorship

Event Name	Reclink Perth Community Cup				
Event Date	6 October 2024				
Event Location	Leederville Oval				
Event Organiser	Reclink Australia				
Event Description	The Reclink Community Cup works with RTRFM each year to celebrate sport, live music, family and community. The event will host AFL games for disadvantaged people with the main event pitting journalists, musicians and politicians against each other to raise funds for Reclink's programs to support disadvantaged communities. The day will feature football, soccer and cricket clinics, children's activities and art classes. Previously held at Fremantle Oval, they are setting up a new base at Leederville Oval to support the local football clubs and Leederville precinct. Their programs provide opportunities for people with disability, CaLD communities, Aboriginal people, people experiencing mental health issues, domestic violence, social isolation, addiction, homelessness, and long-term unemployment.				
Event is Free	Free for children and 'disadvantaged people'. Adults - \$10				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$25,000	\$10,000	\$10,000	Yes	Waste Facility hire Marketing
Sponsorship History	N/A				
Compliant EOI?	50/50 – some ticket entry fees				
Administration Recommendations	Administration recommends supporting this event to celebrate sport, music, community and to provide a platform for disadvantaged people to actively participate. It is recommended Reclink work closely with East Perth and Subiaco Football Clubs to deliver the event with their partnership and support.				

Event Sponsorship

Event Name	St Patrick Day Festival				
Event Date	March 2025				
Event Location	Leederville Town Centre and Oval				
Event Organiser	St Patricks Day Festival WA				
Event Description	The St Patricks Day Festival provides an opportunity to connect the Australian and Irish communities to celebrate Irish heritage. The event sees people don a shade of green to celebrate the St Patricks Day Parade that flows through to Leederville Oval where people enjoy a day of music, food, stalls and free children's activities.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$205,000	\$30,000	\$20,000	Yes	Waste Parks hire Marketing Facility hire
Sponsorship History	\$20,000 in 2023/24 \$20,000 in 2022/23 \$20,000 in 2021/22 \$20,000 in 2019/20				
Compliant EOI?	Yes				
Administration Recommendations	<p>The St Patricks Day Festival draws a large crowd to Leederville to celebrate Irish culture and heritage. In 2024, there was an increased emphasis on alcohol consumption. Should sponsorship be granted, funding will be conditional on St Patricks Day WA addressing the following issues:</p> <ul style="list-style-type: none"> • Collaborating with the football clubs to foster positive relationships • Ensuring adequate turf care during the event to protect the turf for WAFL games (with pre and post event dilapidation report carried out) • Timely submission of health applications • Addressing previous infringements from Liquor Enforcement to enhance patron safety • Request a refocus of the event on family-friendly activities and a move away from a focus on alcohol consumption. <p>The sponsorship recommendation considers the City's in-kind support and the event's established reputation, making it an attractive prospect for other sponsors.</p>				

Event Sponsorship

Event Name	WA Good Food Guide Wine Awards				
Event Date	14 October 2024				
Event Location	Luna Cinema Leederville				
Event Organiser	WA Good Food Guide				
Event Description	The Western Australia Good Food Guide Wine of the Year Awards is a unique accolade to celebrate WA wine growing. It is a benchmark wine award that delivers a relevant, contemporary and easily digestible set of results that defines the contemporary position of WA wines across local wine regions. This year they plan to show Wine Movie Screenings at Luna Leederville with producer pop ups offering wine and tastings.				
Event is Free	No, \$150 tickets				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$50,000	\$5,000	\$0	No	Waste
Sponsorship History	N/A				
Compliant EOI?	No – due to ticket price				
Administration Recommendations	It is recommended the City does not fund the WA Good Food Guide Wine Awards due to the high-ticket price and the focus on wine which does not align with the City's Public Health Plan. The event does not offer wide appeal to the local community.				

Event Sponsorship

Event Name	Circular				
Event Date	March or April 2025				
Event Location	Mt Hawthorn Halls and Braithwaite Park or Leederville Oval				
Event Organiser	Good Sammy Enterprises				
Event Description	Circular is a sustainable slow fashion market-style gathering uniting individuals, artists, and businesses committed to ethical fashion practices. Set in a vibrant market atmosphere, attendees will discover a curated selection of pre-loved, homemade, and vintage items, promoting the principles of circular fashion. The program includes engaging workshops and presentations educating and promoting sustainable fashion practices. Central to the event is a commitment to accessibility, inclusivity, and community engagement. Recognising the often-overlooked needs of the disability community, Good Sammy prioritise creating an environment welcoming to all. This includes employing staff with disabilities and highlighting the valuable contributions of individuals with disabilities make. Bringing together diverse stakeholders and promoting sustainable fashion choices, the event strives to create a positive impact, both environmentally and socially, while fostering a sense of belonging for all attendees.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$40,000	\$20,000	\$15,000	No	Waste Rangers Facility hire Marketing
Sponsorship History	\$15,000 in 2023/24				
Compliant EOI?	Yes				
Administration Recommendations	The event will prioritise accessibility, inclusivity, and family-friendliness with a significant focus on the importance of sustainability. This event aligns with Vincent's Access and Inclusion Plan, and Sustainable Environment Strategy. It is recommended the City maintain the same level of sponsorship as 2023/24 and offer in-kind support with the assistance of moving the event to an outdoor venue.				

Event Sponsorship

Event Name	Jazz Picnic in The Park and Jazz Brunch				
Event Date	6 October and 3 November 2024				
Event Location	Hyde Park and local cafes in Vincent				
Event Organiser	Perth International Jazz Festival (PIJF)				
Event Description	<p>Jazz Brunch began in Vincent in 2023 and is ready to expand in 2024. Eight venues will be delighted with jazz duos and trios to celebrate the cafe and restaurant culture of the City and provide free entertainment in the lead up to the 2024 Perth International Jazz Festival. Venues proposed include Satchmo, Stomp Coffee, Vinyl Cafe, Pixel Coffee, Leaf and Bean, Vincent Wine, The Elford and Mary St Piazza. This will form part of a greater weekend event called "A Jazz Weekend Out" all over the CBD and surrounding suburbs.</p> <p>Jazz Picnic in the Park became a highlight in the PIJF program, becoming one of our most popular events. The event winds up the last day of the Festival and is always a great way to wrap up with local and national jazz talent and the inclusive jazz parade, inviting all ages and abilities to create a New Orleans style brass band through Hyde Park.</p>				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$65,000	\$30,000	\$25,000	Yes	Waste Rangers Facility hire Marketing
Sponsorship History	\$25,000 in 2023/24 \$20,000 in 2022/23 \$15,000 in 2021/22 \$30,000 in 2019/20				
Compliant EOI?	Yes				
Administration Recommendations	The Jazz Festival is an inclusive and community-focused series of events, featuring local Perth and national talent. The event application aligns with the Arts Development Action Plan and the Jazz Brunch is growing to include more activation of local Vincent venues.				

Event Sponsorship

Event Name	City of Vincent Match				
Event Date	12 April 2025				
Event Location	Leederville Oval				
Event Organiser	East Perth Football Club				
Event Description	The City of Vincent Match is a family friendly experience including free children's activities, football games and giveaways. The football club works with the local businesses to bring people to Leederville Town Centre.				
Event is Free	Free for Vincent residents and children under 16. Tickets are \$20 for adults and \$16 for concessions.				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$15,000	\$7,500	\$0	Yes	Marketing
Sponsorship History	Funding was split in 2023/24 (with Subiaco and East Perth each receiving \$2,500 to deliver a joint event)				
Compliant EOI?	50/50 – Free for Vincent residents, and ticket costs to the general community				
Administration Recommendations	It is recommended not to support funding for this event due to the ticket cost. Administration would encourage East Perth Football Club to collaborate on a community sporting match as part of the Reclink Community Cup which has broad ranging community appeal.				

Event Sponsorship

Event Name	Jazz in The Park				
Event Date	3 November 2024				
Event Location	Hyde Park				
Event Organiser	Brenda Lee				
Event Description	Jazz in the Park will feature local jazz singers and musicians performing an elegant repertoire of classic jazz from the greats including Ella Fitzgerald, Billie Haliday, Antonio Carlos Jobim and Diana Krall. This will be an ideal setting where the community can picnic on the grass and relax while listening to smooth and elegant jazz.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$6,040	\$3,050	\$0	No	Facility hire Marketing
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	It is recommended the City does not fund Jazz in the Park and instead encourage Brenda Lee to work with the Perth International Jazz Festival who already deliver an established Jazz event on the same date at Hyde Park.				

Event Sponsorship

Event Name	KCSG Teen Quiz Night				
Event Date	13 July 2024				
Event Location	Mount Hawthorn Main Hall				
Event Organiser	Kids Cancer Support Group (KCSG)				
Event Description	KCSG is an organisation supporting families in WA who have been impacted by a childhood cancer or blood disorder diagnosis. Childhood cancer can be isolating and KCSG's Quiz Night would be held for KCSG community teens and their support networks and offer connection and a safe and trauma informed evening for young people. The night will include raffles, games, information sessions, and mental health specialists offering support to connect our young people to one another but also to connect them to a wider support system.				
Event is Free	Yes for KCSG families				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$15,000	\$10,000	\$0	No	Waste Facility Hire
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	It is recommended the City provide a donation as well as in-kind support for the Quiz Night instead of event sponsorship given that the event would not be open to the general public.				

Event Sponsorship

Event Name	After Dark 5				
Event Date	2 May 2025				
Event Location	The Pickle District				
Event Organiser	The Pickle District				
Event Description	The Pickle District is a designated arts district within the City avidly followed by the community for its creative events. Light shows, exhibitions, live music, moving theatre, the district's After Dark Series has become an important part of the Perth arts scene. The triumphant role out of After Dark 1, 2, and 3 led to the emergence of the hugely successful After Dark 4 in 2023. In 2025 the district will develop a free roving art crawl, open access to art galleries, movie theatres, exhibitions, live music and those amazing light projections and wrap with an After Party at Old Habits.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$100,000	\$30,000	\$30,000	Yes	Waste Marketing
Sponsorship History	\$30,000 in 2023/24 \$30,000 in 2022/23 No application in 2021/22 \$20,000 in 2019/21				
Compliant EOI?	Yes				
Administration Recommendations	It is recommended that funding is approved at last year's level as the event has proven itself as a quality art crawl, highlighting art organisations in the Pickle District. It showcases the district's diverse range of artists and venues while delivering engaging experiences for event goers.				

Event Sponsorship

Event Name	Beaufort Beats 2024				
Event Date	4 August 2024				
Event Location	Beaufort Street venues – The Elford, The Beaufort, Queens Hotel, Si Paradiso, Mary Street Piazza				
Event Organiser	The Beaufort Street Network				
Event Description	Beaufort Beats will be a new event brought to Beaufort Street, inviting local musicians to bring live music to local venues. Each venue will be themed to their demographic including soul, blues, alternative and electro-pop. Local school bands will be invited to perform at Mary Street Piazza and RTRFM and Noongar Radio engaged to be part of the action. The event will be a collaboration between Beaufort Street Network and Cut Above Collective, a local artist management and booking agency.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$8,000	\$6,000	\$4,000	Yes	Marketing Facility hire
Sponsorship History	New event, no sponsorship provided previously				
Compliant EOI?	Yes				
Administration Recommendations	Beaufort Beats is a new event to celebrate local talent and enhances the vibrancy of Mt Lawley and Highgate. This event provides a great opportunity for the Network to engage with local businesses and build capacity for the Town Team.				

Event Sponsorship

Event Name	Dogtober				
Event Date	Saturday and Sunday in October 2024				
Event Location	Birdwood Square and Mary Street Piazza				
Event Organiser	The Beaufort Street Network				
Event Description	Beaufort Street Networks annual Dogtober event will find a new home at Birdwood Square to create a welcoming festival atmosphere to pets and pet owners. The event includes the hugely popular dog show, market stalls, dog yoga, free children's activities and this year, a dog agility field. The Sunday is a dog adoption day.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$11,000	\$10,000	\$5,500	No	Waste Rangers Facility hire Marketing
Sponsorship History	\$7,000 in 2023/24 \$7,000 in 2022/23				
Compliant EOI?	Yes				
Administration Recommendations	Administration supports the new location on the Saturday at Birdwood Square with a smaller event at Mary St Piazza on the Sunday. With demonstrated growth and popularity in the community over the years, the event offers an engaging activity for all to enjoy.				

Event Sponsorship

Event Name	Beaufort Street Christmas Festival				
Event Date	7 December 2024				
Event Location	Mary Street Piazza, Kaadajiiny Lane, Mereny Lane, St Alban's Avenue and Church				
Event Organiser	The Beaufort Street Network				
Event Description	The 2024 Beaufort Street Christmas Festival will be expanding with a children's train station offering activities across multiple locations to spread the event site to capture local businesses and activate laneways. Families will enjoy roving entertainers along Beaufort Street, Mary Street Piazza will be filled with live music, Santa will be available for photos in Kaddajiiny Lane, Mereny Lane will feature craft activities and St Alban's Church and Avenue will host inflatables, face painting, market stalls, carols and a popup op shop.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$20,000	\$15,000	\$10,000	Yes	Waste Rangers Facility hire Marketing
Sponsorship History	\$5,000 in 2023/24 \$5,000 in 2022/23 \$15,000 in 2021/22 \$30,000 in 2019/20				
Compliant EOI?	Yes				
Administration Recommendations	Having taken previous feedback into account, the Beaufort Street Network are proposing to broaden the Christmas festival by incorporating laneways and shared spaces beyond the church premises. This expansion aims to establish a stronger connection with local businesses. To support this change and encourage greater participation from local businesses, it is recommended the City increase sponsorship of the event from last year.				

Event Sponsorship

Event Name	Mount Hawthorn Streets and Laneways Festival				
Event Date	30 March 2025				
Event Location	Mount Hawthorn Town Centre				
Event Organiser	Mt Hawthorn Hub				
Event Description	Mount Hawthorn Streets and Lanes Festival is an icon event which brings local business and the community together in a vibrant street festival. Launched in 2016 the festival has built a visitor base of 45,000 people and now there are firm plans in place to revitalise this family fun day with pop up attractions, alfresco offerings, weird and wonderful art activations, roving entertainers and a whole heap more. The event will become a platform to reinvigorate new life into the Mt Hawthorn Town Team and engage old and new local traders. Town Teams are essential for creating resilient communities, improving places, and fostering a sense of collective purpose.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$100,000	\$30,000	\$30,000	Yes	Waste Rangers Marketing
Sponsorship History	In 2023/24 Palace J requested \$40,000 for this event but were granted \$20,000 by Council. They were unable to proceed with the event with this level of sponsorship. 2018/19 Mt Hawthorn Hub received \$45,000 in sponsorship.				
Compliant EOI?	Yes				
Administration Recommendations	The revival of the Mt Hawthorn Streets and Laneways Festival will promote local businesses, provide opportunities for artists and performers to cultivate a lively town centre. With growing support from residents and local businesses for the event's return, the sponsorship recommendation aims to support the re-establishment of the large-scale event in the community.				

Event Sponsorship

Event Name	The Provedores Market				
Event Date	5 October, 9 November, 7 December 2024 and 8 March and 5 April 2025				
Event Location	Pisconeri, Hobart Street Mt Hawthorn				
Event Organiser	The Provedores Market				
Event Description	The Provedores Market is an authentic Italian food market and community event celebrating all things Italy with food, wine, music and culture. There is an offering of amazing food, fresh produce, an outdoor licensed bar, live music, free tastings, free pasta classes and children's activities. Local artisans sell handcrafted products such as jewellery, pottery, artwork, bags, and clothing.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$20,000	\$10,000	\$10,000	No	Rangers Marketing
Sponsorship History	Road closures provided in 2023 for Christmas and Easter, \$4,620 total				
Compliant EOI?	Yes				
Administration Recommendations	Administration supports this application to provide The Provedores Markets with scope to hold more events throughout the year. The market is enjoyed by the local community and is a great opportunity to promote cultural diversity, support local businesses and celebrate Italian culture in Vincent.				

Event Sponsorship

Event Name	Washing Lane "WAY" Activation				
Event Date	20 September – 6 October 2024				
Event Location	Washing Lane Perth				
Event Organiser	Golden Sea Property Developments Pty Ltd				
Event Description	<p>Washing Lane "WAY" Activation is a place activation that launches the conversion of Washing Lane to an inner-city lane. It is an event to attract people to a pedestrian mall and a currently underused space to linger longer and enjoy the local businesses and unique quirky culture in a car free environment. It is an opportunity to work with local businesses, artists and organisations to build a connected community and vibrant place. Redefining the use of the space and creating a new "WAY" in Perth with inspiring installations, interesting activities, local art initiatives, comfortable street furniture, colour, life and movement. The activation will have a strong visual impact with quirky kinetic art, community interactive art programs, street performances, graphic treatments on existing paving, welcoming pop-up street furniture, added temporary shade and plants. The proposed program of events includes a media launch, interactive community art projects, instagrammable selfie inducing static art installations, musical performances, food offerings, inspiring connections and pride in the area.</p>				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$322,690	\$40,000	\$15,500	Yes	Marketing
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendation	<p>Sponsorship for this activation is recommend to assist the revitalisation of the underused space, creating a vibrant car-free environment to attract people to linger longer. It is an opportunity to collaborate with businesses and artists to deliver engaging activities and visual appeal to the area.</p>				

Event Sponsorship

Event Name	Night of Lights				
Event Date	7 December 2024				
Event Location	Hyde Park				
Event Organiser	Colombian Association of WA Inc "CAWA Inc"				
Event Description	The Night of the Lights is a loved tradition among Colombians, symbolising gratitude for the year and fostering closeness with loved ones. It marks the start of the Christmas season, offering a chance for celebration and reflection. This year, CAWA Inc aims to bring the community together and share joy and tradition with the diverse communities of Perth. The vision is to organise a large-scale event showcasing Colombian culture through food, music, and cultural exhibitions. The event will feature traditional Colombian dishes, music, dance performances, and cultural displays, providing attendees with an immersive experience.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$15,000	\$7,500	\$7,000	Yes	Facility hire Waste Marketing
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	Night of Lights provides a new and unique multi-cultural offering to Vincent. CAWA Inc aims to unite communities of Perth by sharing joy and tradition through a large-scale event showcasing Colombian culture.				

Event Sponsorship

Event Name	Dinner at Murder Mansion				
Event Date	13, 14, 15, 16 March 2025				
Event Location	North Perth Town Hall				
Event Organiser	Emma Humphreys				
Event Description	Dinner at Murder Mansion is an immersive murder mystery comedy, featuring a cast of West Australian performers and a script from an award winning West Australian writer. The show sees the North Perth Town Hall turn into the stately home of the esteemed Count Murder, at which participants arrive as invited guests for a very important dinner. The Count has a severe case of amnesia, stemming from the night the Countess died in a terrible accident, and he has sent out a call for anyone who can help him get his memory back to present themselves this night at the Mansion. Many have come, everything from a cutting edge scientist to a famous magician, all hoping to be the one to restore the Count's memory and receive a large cash reward. Funny, original and completely engaging, Murder at Mansion is designed to appeal to anyone who's looking for a light-hearted night out.				
Event is Free	\$59 Adult and \$49 concession				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$43,000	\$9,800	\$0	Yes	Facility hire
Sponsorship History	N/A				
Compliant EOI?	No – due to ticket price				
Administration Recommendations	It is recommended the City does not fund the Dinner at Murder Mansion due the high-ticket cost. The event is confined to the Town Hall and will be limited in its audience and will provide minimal economic benefit to the town centre.				

Event Sponsorship

Event Name	Hyde Park Festival				
Event Date	2 and 3 March 2025				
Event Location	Hyde Park				
Event Organiser	Rotary Club of North Perth				
Event Description	The Hyde Park Festival has been running for 36 years and is Perth's oldest and most loved community event. Like previous years, the festival will offer a vast array of family activities, family fun zone, amusement rides, arts and crafts, entertainment, food and over 250 stalls. The event draws a huge crowd over the two-day festival				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$153,000	\$20,000	\$15,000	Yes	Waste Rangers Facility hire Marketing
Sponsorship History	\$15,000 in 2023/24 \$15,000 in 2022/23 \$15,000 in 2021/22 \$15,000 in 2019/20				
Compliant EOI?	Yes				
Administration Recommendations	It is recommended sponsorship remain the same as previous years as the City provides a wide range of in-kind support to this well-established event in addition to sponsorship. It is also recommended the City once again offer Birdwood Square to use as over-flow parking to reduce the traffic impact on local residents. Engineering to also review traffic management planning prior to approving the event.				

Event Sponsorship

Event Name	Mt Hawthorn Mural Festival				
Event Date	Between 1 September – 31 March 2025				
Event Location	Mt Hawthorn Town centre				
Event Organiser	Sioux Tempestt				
Event Description	<p>Artist Sioux Tempestt, highly skilled mural artist, and emerging artists (including Seantelle Walsh and Tessa Dorotich) are proposing to paint murals throughout Mt Hawthorn over a seven day period as a way to engage with the community and create contemporary murals fitting for Mt Hawthorn. It is anticipated six murals will be delivered centred around the intersection of Scarborough Beach Road and Coogee St.</p> <p>The event will include a variety of creative workshops and events. Activating the Mt Hawthorn area and creating a buzz, getting people to visit, explore, connect and enjoy. Leave a lasting artistic legacy of vibrancy and colour which encourages people to visit the area from afar and enjoy a mural trail.</p>				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$40,000	\$20,000	\$10,000	Yes	Marketing
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	<p>The event focuses on delivering six murals in Mt Hawthorn which would receive co-funding from local businesses. It is recommended the proposed number of murals be reduced and the event should include more elements of free community involvement. Suggest some of this event could be run as part of the Mt Hawthorn Streets and Laneways Festival in March where there will already be a festive atmosphere.</p>				

Event Sponsorship

Event Name	Leederville Connect Events Calendar				
Event Date	July 2024 – June 2025				
Event Location	Leederville Town Centre				
Event Organiser	Leederville Connect				
Event Description	<p>This year Leederville Connect have put together a program focused on the arts and cultural sectors inviting youth and Indigenous participation. The Event calendar includes:</p> <p>Laneville Long Table - An event to bring the streets to life with the long table dinner in Electric Lane reimagined with the EATerville theme.</p> <p>Arty Farty - The family Christmas event in the Village Square. Bubbles, kites, lights and music from School of Rock.</p> <p>Open Streets - As part of Ride to School Week, partnering with Town Team Movement, West Cycle and the Department of Transport to put on the annual Open Streets event.</p> <p>Laneville Youth Fest - Music festival connecting music students at TAFE and the School of Rock.</p> <p>Open Streets! – held on six Friday's for everyone to enjoy the Summer vibes, with a variety of activities and giveaways sponsored by local businesses and a local musician performing at each event.</p>				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$45,000	\$30,000	\$22,500	Yes	Waste Facility hire Marketing
Sponsorship History	\$25,000 in 2023/24 \$32,500 in 2022/23 \$5,000 in 2021/22 \$40,000 in 2019/20				
Compliant EOI?	Yes				
Administration Recommendations	Leederville Connect are proposing to introduce new events to their calendar, including Laneville Youth Fest and Open Streets! engaging more local community groups to be involved. Leederville Connect have a strong relationship with local businesses and provide a range of events to engage the local community.				

Event Sponsorship

Event Name	Nom Nom Festival				
Event Date	7 July – 18 August 2024				
Event Location	Locations within Leederville Town Centre				
Event Organiser	The Leederville Precinct				
Event Description	<p>Nom Nom Festival is a six week celebration of food, wine, and good times in the heart of Leederville. The festival calendar will include a range of food and beverage led experiences; long lunches, set menu dinners, cooking workshops, cocktail masterclasses; as well as live music, comedy, and theatre events. In addition to ticketed events, there will be a variety of free events and activations throughout the festival, including a range of Indigenous led workshops and events during NAIDOC week to kick off the festival. The festival will showcase Leederville's finest in food, beverage, and entertainment experiences to the whole of Perth. Last year Nom Nom Festival was run as an internal promotion at The Leederville Precinct, however in 2024 it is proposed to collaborate with a range of other businesses in Leederville to make this festival a suburb-wide affair. It is proposed 14 – 20 local businesses will be running their own events and activations under the festival banner, including restaurants, small bars, cafes, and live music venues. It is anticipated 40+ unique events and activations will be delivered.</p>				
Event is Free	Both free and ticketed components				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$21,000	\$10,500	\$0	Yes	Marketing
Sponsorship History	N/A				
Compliant EOI?	Uncertain which events will be free of charge - most will be at a cost.				
Administration Recommendations	<p>It is recommended the City does not fund the Nom Nom Festival as the funds from the City will be primary used to support the marketing campaign and most events will happen within venues, not in public open spaces. It is recommended the City provide marketing support for the Festival through promotion on the City's social media and website.</p>				

Event Sponsorship

Event Name	WA All Stars Charity Game				
Event Date	1 March 2025				
Event Location	Leederville Oval				
Event Organiser	Suited Events				
Event Description	<p>The WA All Stars Game is set to unite WA's elite ex-AFL players for a noble cause raising vital funds to support mental health programs. Attracting a crowd of 3,780 the 2024 event witnessed a stellar lineup including Matthew Pavlich, Alex Rance, Matt Priddis, Robert Murphy, Troy Cook, Andrew Embley, Chance Bateman, David Zaharakis, Brett Peake, Adam Selwood, and Will Schofield. A crowd of 6,000 plus is anticipated in 2025. Surrounding the on-field action are pop-up bars, food stalls, and family-friendly zones, all set against the backdrop of live entertainment. The event is a platform for championing a worthy cause and leaving a positive mark on the community. The Happiness Co Foundation embodies an action-oriented ethos, recognising the significance of holistic approaches in effecting positive change. The Happiness Co Foundation embarks on a transformative journey delivering tailored mental health workshops to football clubs statewide. These workshops empower players and coaches alike with practical tools to bolster their emotional resilience and mental well-being.</p>				
Event is Free	<p>Adult - \$25. Junior 6 – 15 years - \$15. Children under 5 free Family pass - \$70. Concession - \$17. VIP Package - \$225 Up to 50% discount for City of Vincent residents</p>				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$211,957	\$50,000	\$0	Yes	Waste Facility hire Marketing
Sponsorship History	In-kind support provided in 2023/24 for the hire of the oval				
Compliant EOI?	No – due to ticket prices				
Administration Recommendations	<p>The application is not eligible due to the ticket prices although Administration does support the event and The Happiness Co Foundation raising funds for mental health. It is recommended the City provide in-kind support, offering bins, oval hire and marketing support.</p>				

Event Sponsorship

Event Name	Greek Festival				
Event Date	TBC				
Event Location	E&D Litis Stadium				
Event Organiser	Floreat Athena				
Event Description	Greek Festival is all about celebrating Greek culture through food, music and dancing and is open to everyone regardless of whether they have a Greek background. This will be an opportunity to showcase to the greater community everything that Greece has to offer.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$20,000	\$10,000	\$0	No	Waste Facility hire
Sponsorship History	N/A				
Compliant EOI?	Uncertain				
Administration Recommendations	The event funding application did not provide the level of detail required to make a determination on this event. The City is therefore unable to recommend sponsorship for the Greek Festival. Instead, the City may consider offering in-kind support and Floreat Athena is encouraged to submit a more comprehensive application in 2025/26.				

Event Sponsorship

Event Name	Leedy Artfest				
Event Date	6 October 2024				
Event Location	The Leederville Precinct and Electric Lane				
Event Organiser	The Leederville Precinct				
Event Description	<p>Leedy Artfest is a celebration of the arts within The Leederville Precinct, consisting of a range of creative activities and activations. Run in collaboration between The Leederville Precinct and Plastic Jungle Art Markets, this event will include an art market with 80+ local stallholders, kids art activations, live music and entertainment, poetry readings, artist talks, painting and sculpture workshops and live mural painting. Partnering with established artists and arts organisations like Spare Parts Puppet Theatre, Voxlab, Tim Meakins and Rook Ari Studio to deliver site-specific art activations to transform the event space into a vibrant street gallery. The market stalls and kids activities will take place primarily in Electric Lane, with additional activations inside the communal piazza areas within The Leederville. The event will be free, with the exception of some ticketed workshops. The aim of this event is to provide an accessible, inclusive and vibrant time and place for a range of local arts businesses and organisations to showcase their respective crafts, and engage with the local Leederville community.</p>				
Event is Free	Free, including some ticketed workshops and classes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$15,000	\$7,500	\$7,500	Yes	Marketing
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	Administration recommends sponsoring Leedy Artfest as the event provides a high-quality range of creative activities to all ages. The event will take over Electric Lane and collaborate with local businesses, arts organisations and artists.				

Event Sponsorship

Event Name	The Magnificent World of Temporary Creations				
Event Date	5 October 2024				
Event Location	Hyde Park				
Event Organiser	Remida WA				
Event Description	The Magnificent World of Temporary Creations is a wonderful chance for families, individuals and small groups to come together and create a range of temporary artworks and play spaces. Participants will have the chance to experience a range of activities, from constructing adult-sized forts, big and small temporary artworks, play spaces and more, each is designed to be temporary, and the experience will be recorded digitally. The aim is to create memories rather than waste as participants engage in the experience within ReMida's Postdiscardism framework, a zero-waste creative expression and play model.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$17,500	\$9,320	\$7,000	No	Waste Facility hire
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	This event provides a unique opportunity to come together and engage in creative expression through construction of temporary artworks and play spaces. The event promotes zero-waste practices and a unique offering to the Vincent community. To spread events across diverse locations through Vincent, it is recommended this event should take place in an alternative location such as Braithwaite Park, North Perth Common or Banks Reserve.				

Event Sponsorship

Event Name	Perth Festival Event No. 1				
Event Date	7 February – 2 March 2025				
Event Location	Under Embargo				
Event Organiser	Perth Festival				
Event Description	All materials submitted in this application are confidential including all artists and programming until Perth Festival Official Launch Date.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$630,000	\$40,000	\$40,000	Yes	Waste Facility hire Marketing
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	<p>Perth Festival submitted a strong application, the details of which are contained in confidential attachments and currently under embargo.</p> <p>It is recommended funds be allocated from a separate budget to provide funding flexibility.</p>				

Event Sponsorship

Event Name	Perth Festival Event No. 2				
Event Date	Friday, Saturday and Sundays 7 February – 2 March 2025				
Event Location	Under Embargo				
Event Organiser	Perth Festival				
Event Description	All materials submitted in this application are confidential including all artists and programming until Perth Festival Official Launch Date.				
Event is Free	Yes				
Sponsorship Request	Event Budget	Funding Request	Funding Recommendation	Seeking other Sponsors?	In-Kind Support Requested
	\$500,000	\$40,000	\$40,000	Yes	Waste Facility hire Marketing
Sponsorship History	N/A				
Compliant EOI?	Yes				
Administration Recommendations	<p>Perth Festival submitted a strong application, the details of which are contained in confidential attachments and currently under embargo.</p> <p>It is recommended funds be allocated from a separate budget to provide funding flexibility.</p>				

2024/25 Event Sponsorship Applications by event category

The following is an indicative breakdown of event applications by category noting that some events could be classified under multiple categories.



Community Focused

- Circular
- Dogtober
- The Magnificent World of Temporary Creations
- KCSG Teen Quiz Night

Sporting Events

- Reclink Perth Community Cup
- City of Vincent Match
- WA All Stars Charity Game

Food and Drink Focused

- WA Good Food Guide Wine Awards
- The Provedores Market
- Dinner at Murder Mansion
- Nom Nom Festival

Music/Arts & Culture

- Jazz Picnic in the Park and Jazz Brunch
- Perth festival Event No. 1
- Jazz in the Park
- Revelation Perth International Film Festival
- After Dark 5

- Beaufort Beats 2024
- Washing Lane 'WAY' Activation
- Perth Festival Event No. 2
- Mount Hawthorn Mural Festival
- Leedy Artfest
- Neon Picnic

Festivals/Large Events

- St Patricks Festival – *Multicultural*
- Beaufort Street Christmas Festival
- Mount Hawthorn Streets and Laneways Festival
- Hyde Park Festival
- Leederville Connect Events Calendar

Multicultural



- Night of Lights
- Greek Festival

2023/2024 City of Vincent Event Sponsorship

Event	Amount
Revelation Perth International Film Festival	\$20,000
East Perth Football Club Footyville with Subiaco Football Club	\$2,500
LOOP By Good Sammy	\$15,000
Junkadelic Brass Band WAHonk Fest 2023	\$0
Multicultural Services Centre of WA Communities Connect Multicultural Mental Health Expo	\$0
Beaufort Street Network Dogtober	\$7,000
Perth International Jazz Festival Jazz Picnic in The Park and Jazz Brunch	\$25,000
Pride WA PrideFEST Fairday	\$20,000
Palace J Mt Hawthorn Streets Festival	\$20,000*
FEVER Candlelight: Best of Movie Soundtrack	\$12,000
Beaufort Street Network Christmas Festival	\$5,000
Floreat Athena Mt Hawthorn NYE	\$10,000
Rotary Club of North Perth Hyde Park Festival	\$15,000
St Patricks Day Festival	\$20,000
Kena Cabral Morales Multicultural Market	\$0
RTRFM Neon Picnic	\$10,000
North Perth Primary School 125 th Year Anniversary	\$0
Subiaco Football Club City of Vincent Match with East Perth Football Club	\$2,500
Perth Swing Hullabaloo Fair	\$0
The Pickle District After Dark	\$30,000
Leederville Connect Leederville Town Centre Events	\$25,000
Centrestage Recording Studio Seniors Concert Series	\$10,000
Julie Rosario Vincent Open Studios	\$0
TOTAL EVENT SPONSORSHIP	\$254,000

8 CHIEF EXECUTIVE OFFICER

8.1 REVIEW OF POLICY NO. 4.1.18 – NAMING OF CITY FACILITIES, STREETS, PARKS, RESERVES AND BUILDINGS

- Attachments:**
1. **Policy No. 4.1.18 - Naming of City Facilities, Streets, Parks, Reserves and Buildings** [↓](#) 
 2. **Assessment of Policy No. 4.1.18 - Naming of City Facilities, Streets, Parks Reserves and Buildings** [↓](#) 

RECOMMENDATION:

That Council REPEAL Policy No. 4.1.18 – Naming of City Facilities, Streets, Parks, Reserves and Buildings at Attachment 1.

PURPOSE OF REPORT:

To seek Council's consent to repeal Policy No. 4.1.18 – Naming of City Facilities, Streets, Parks, Reserves and Buildings at **Attachment 1**.

DELEGATION:

Section 2.7 of the *Local Government Act 1995* sets out the Role of Council as being to 'determine the local government's policies'. There is no delegation to Administration to make, review or repeal policies.

BACKGROUND:

[Policy No. 4.1.18 – Naming of City Facilities, Streets, Parks, Reserves and Buildings](#) was first adopted by Council in September 1997.

At its Meeting on 22 April 2008 (Item 10.4.2), Council re-adopted the policy with no amendments.

At its Meeting on 9 April 2013 (Item 9.5.4), Council approved amendments to the policy to include reference to Landgate's [Policies and Standards for Geographical Naming in Western Australia](#).

It is proposed that the policy be repealed and administration prepare an internal procedure to provide guidance for when the City is seeking to name City facilities, streets, parks, reserves or buildings.

A review of the current policy provisions and impact of repealing has been provided in **Attachment 1**.

DETAILS:

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

There is no longer a requirement for a documented City position on naming of facilities.

Landgate's *Policies and Standards for Geographical Naming in Western Australia* (Landgate's Policy) is the overarching State policy which sets requirements and legislation for naming of roads, topographic features, government buildings, suburbs and localities, parks and reserves, renaming, and dual naming. Landgate's Policy outlines requirements for applications including necessary community consultation and analysis of community feedback. Landgate's Policy also notes requirements for:

- commemorative naming (for example, names commemorating an individual will only be considered posthumously, and must include evidence of support by the wider community);
- naming duplications (ensuring names are not duplicated within 10kms in a metropolitan area);
- business and commercial names (not approving names after commercial businesses and organisations);
- inappropriate names (ensuring naming proposals are not discriminatory or derogatory); and
- general naming conventions (such as, punctuation, abbreviation, initials etc.)

There is no legislative requirement for this policy and no major complexity in the process for assessing naming applications from the community. A review of the policy provisions and implications has been undertaken and is included as **Attachment 2**.

Landgate require that naming applications be sent from local government on behalf of community members, however final approval of naming proposals lies with Landgate. The City has a Road Naming Procedure which has been adapted to encompass more than just the naming of roads. This update is in line with the City's Naming Places Program and webpage, which incorporates naming of features, landmarks, laneways, and dual naming.

Examples of current / best practice:

Most local governments simply note the necessity for all naming proposals to be in accordance with Landgate's policy with little additional detail. This is due to Landgate's [Policies and Standards for Geographical Naming in Western Australia](#) being a detailed handbook for State requirements for all naming proposals.

CONSULTATION/ADVERTISING:

No community consultation is required for the repeal of the policy.

LEGAL/POLICY:

There is no legislative or regulatory requirement for this policy. Section 2.7(2)(b) of the *Local Government Act 1995* provides Council with the power to determine policies.

The Policy Development and Review Policy sets out the process for the development, review and repeal of the City's policy documents.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to repeal the policy as the policy is proposed to be replaced with internal guidance documenting the naming of facilities process to be followed by Administration, consistent with Council's adopted Policy Development and Review framework.

Council at its meeting 15 December 2020 resolved to adopt the Policy Development and Review Policy to guide administration on the development and review of the City's strategies, policies and action plans to achieve transparent and consistent decision making which align with the City's objectives, strategic priorities and legislative requirements.

This policy includes the local government decision making hierarchy on page 2 which identifies that a Policy is adopted by Council and is the general rule or principle which is required to provide clear direction to Administration on the day to day management of the City.

The Local government Act 1995 at section 5.41(c) and (d) outlines the Functions of Chief Executive Officer are to:

- (c) *cause council decisions to be implemented; and*
- (d) *manage the day to day operations of the local government;*

Consequently, the decision making hierarchy of the Policy Development and Review Policy outlines that:

Internal Procedures are determined by Administration and are a series of actions conducted in a certain order to facilitate the operation aspects of policy statements or strategies. Internal procedures explain the steps and the considerations to be followed by Administration.

STRATEGIC IMPLICATIONS:

Innovative and Accountable

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

FINANCIAL/BUDGET IMPLICATIONS:

Nil

POLICY NO: 4.1.18**NAMING OF CITY FACILITIES, STREETS, PARKS, RESERVES
AND BUILDINGS****OBJECTIVES**

To provide “Policies and Standards for Geographical Naming in Western Australia”, the factors to be taken into consideration and the procedure to be undertaken when naming City of Vincent facilities, Streets, Parks, Reserves and Buildings under the Council’s jurisdiction.

POLICY STATEMENT**Definition:**

“City facilities” shall include but not be limited to, Streets, Parks, Reserves, Buildings, or other significant infrastructure owned by the City of Vincent.

1. Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia

The City supports a consistent approach to the naming of City facilities, Streets, Parks, Reserves and Buildings under the Council’s jurisdiction. As such the naming of all city facilities, streets, parks, reserves and buildings shall be in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.

2. Naming of Laneways and Rights of Ways

The naming of Laneways and Rights of Ways shall be in accordance with Council Policy No: 2.2.8 “Laneways and Rights of Ways” and the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia (Refer Part Section 8 Section 8.21).

3. Naming of Streets

The naming of Streets shall be in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia. (Refer Part 2 and 8).

4. Naming of Parks and Reserves

4.1 The naming of Parks and Reserves shall be in accordance with the Geographic Names Committee’s Policies and Standards for Geographical Naming in Western Australia. (Refer Part 6).

4.2 The Council may give consideration to naming portions of a park or reserve with the name of a person, in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.

5. **Naming of Buildings**
The naming of Buildings and significant infrastructure shall be in accordance with this Policy and the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia. (Refer Part 6).
6. **Dual Naming of Streets, Parks and Reserves**
The dual naming of Streets, Parks and Reserves shall be in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia. (Refer Part 4).
7. **Re-Naming of City Facilities, Streets, Parks, Reserves and Buildings**
 - 7.1 Names chosen for City facilities, streets, Parks, Reserves and Buildings are expected to be permanent, and re-naming is discouraged and will only be undertaken in exceptional circumstance. If renaming is proposed because of some exceptional circumstance, the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia will apply.
 - 7.2 Evidence of substantial community support for a change of name must be provided and this will be ascertained via consultation with the community, in accordance with the Council's Policy – "Community Consultation".
8. **Provision of Plaques at City Facilities, Streets and Buildings**
That plaques erected to commemorate the establishment of City owned facilities shall be inscribed with details that clearly indicate the following:
 - 8.1 Name of the Facility;
 - 8.2 Date upon which the facility was commemorated;
 - 8.3 The name of the person or persons opening the facility; and
 - 8.4 Names of all Council Members in office at the time of commemoration of the facility commencing with Mayor, followed by the Deputy Mayor then others listed in alphabetical order and the Chief Executive Officer. If applicable, the Architect and Builder's name can be included. (Council Members are to be given the choice as to how they desire their name to appear – if different to their official/legal name).
9. The Council shall in determining the application, to name a City facility, Street, Park, Reserve, Building or significant infrastructure:
 - (a) Give due consideration to any submissions received;
 - (b) Receive a confidential report from the Chief Executive Officer detailing all requests to apply a name; and
 - (c) approve of any application only by an Absolute Majority Decision.
10. This Policy is to be read in conjunction with the following "Policies and Standards for Geographical Naming in Western Australia" and Policy Procedures.

Date Adopted:	22 September 1997
Date Amended:	26 February 2013
Date Reviewed:	22 July 2003, 22 April 2008, 26 February 2013
Date of Next Review:	February 2018

Policy Procedures and Guidelines

1. Guidelines for the Naming of a Council Facility, Street, Park or Reserve

The Council, having regard for the requirements of the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia may approve the naming of a Council facility, Street, Park or Reserve following the receipt of a name deemed suitable by Geographic Names Committee.

2. Criteria for Assigning Names to a Council facility, Street, Park, Reserve or Building

- 2.1. The Council will consider all proposals to name a Council facility, street, park, reserve or building on a case by case basis and each proposal will be assessed and determined on its merit.
- 2.2. All proposals to name a Council facility, Street, Park or Reserve or Building must be based on strong community recognition and support of the proposed name.
- 2.3. All naming recommendations supported by the Council must be consistent with the Geographic Names Committee Principles, Policies and Standards for Geographical Naming in Western Australia and Procedures and their final approval (where applicable).
- 2.4. Where the Council wishes to name a Council facility, Street, Park or Reserve or Building using a personal name, it should;
 - (a) Only be applied posthumously and not after a living person, unless there are exceptional and/or special circumstances;
 - (b) Only use names which are easy to pronounce, spell and write;
 - (c) Preferably only use names which are concise and short; and
 - (d) **Only be applied where it is demonstrated that the person(s) has made a significant contribution to the local community.**

3. Applications from the Community

- 3.1. Any application from the community for the naming of a Council facility, Street, Park, Reserve, Building or significant infrastructure shall be submitted in writing to the City, and shall include the following:
 - 3.1.1 a brief history or submission in support of the naming application, which must:
 - (a) Demonstrate a strong relevance and/or connection to the area; and/or
 - (b) Identify long standing links with the local community and/ or City;
 - 3.1.2 in the case of a person, detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc) to demonstrate their contribution(s)/relevance to the local community; or
 - 3.1.3 in the case of a place/historical matter, detailed information and supporting documentation (e.g. letters, newspaper articles, oral histories, photographs etc) to demonstrate the relevance/connection/link of the name to the area and/or local community.

4. Mechanism for Community Consultation Feedback

- 4.1 Prior to advertising, the City's Local History Librarian and/or Heritage Officer may conduct further research of the submitted information and provide a report on the suitability of the nomination to the City's Local History and Heritage Advisory Group for consideration and recommendation. The Advisory Group's recommendation will be reported to the Council for consideration and determination.
- 4.2 Where applicable, the recommended proposed name shall be submitted to the Geographic Names Committee for a name deemed suitable by the Geographic Names Committee.
- 4.3 Once approval of a name deemed suitable from the Geographic Names Committee has been received, the matter shall be reported (on a confidential basis) to the Council for consideration and determination for '*in principle*' approval, prior to community consultation.
- 4.4 The City shall;
 - 4.4.1 advertise the proposal to name a Council facility, Street, Park or Reserve or Building on a local basis , for a period of twenty-one (21) days seeking written comments and submissions on the proposal;
 - 4.4.2 submit a report to the Council detailing the submissions received, and a recommendation.
- 4.5 Should the Council approve the naming application, a request for formal approval shall be submitted to the Geographic Names Committee and the applicant is to be subsequently advised of the outcome following the granting of an approval by the Geographic Names Committee.

5. Parks and Reserves

- 5.1 Priority will be given to the naming of Parks and Reserves after an adjacent street or significant feature to maximise the identification of that Park or Reserve with an area.
- 5.2 Names that commemorate or may be construed to commemorate living persons will not be considered for Parks or Reserves over 1 hectare.
- 5.3 Proposals to name a Park or Reserve after a person (either living or deceased) should include evidence of community support for the name.

- 5.4. For personal names, the person being honoured by the naming should have either had a direct long term association with the City, or have made a significant contribution to the area, Park, Reserve, building or facility or the State. Association or contribution can include:

5.4.1 Two or more terms of office as an Elected Member of the Council;

5.4.2 20 or more years association with a local community group;

5.4.3 Action by an individual to protect, restore, enhance or maintain an area that produces substantial long term improvements for the community or area; or

5.4.4 20 or more years service with the City.

- 5.5 Service to the community or organisation must have been voluntary. Given names may be included as part of the naming proposal, and given and surname combinations are acceptable. Death, and former ownership of land are not acceptable reasons for proposing a name, unless previous criteria apply.

6. Naming of Parks and Reserves under 1 Hectare

- 6.1 The approval of the Minister for Lands is required. Naming of Parks and Reserves under one (1) hectare shall be in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.
- 6.2 The names of living persons are acceptable, except for those persons holding any form of public office.

7. Naming of Ovals, Pavilions, Gardens etc

- 7.1 Applications for the Naming of Ovals, Parks, Gardens etc shall be in accordance with the Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia.
- 7.2 Components of reserves (e.g. Pavilions, oval, gardens etc) may be named in honour of community members (either living or deceased) who have contributed towards the establishment of the particular feature or made a significant contribution towards the community in general (as outlined in clause 3 of this Policy/Guideline).
- 7.3 The approval of the Minister for Lands is not required for such names when the Park or Reserve has already been named as a whole. The Department of Land Administration should be informed of the name if it is to be included on maps.





Assessment of Policy No. 4.1.18 – Naming of City Facilities, Streets, Parks, Reserves and Buildings

No.	Current Clause	Impact of Policy revocation
	OBJECTIVES <i>To provide “Policies and Standards for Geographical Naming in Western Australia”, the factors to be taken into consideration and the procedure to be undertaken when naming City of Vincent facilities, Streets, Parks, Reserves and Buildings under the Council’s jurisdiction.</i>	<p>No impact.</p> <p>The objective itself refers to naming being informed by Landgate’s <i>Policies and Standards for Geographical Naming in Western Australia</i> which infers that naming is based on this standard and that this prevails in the approach to naming.</p>
	Definition: “City facilities” shall include but not be limited to, Streets, Parks, Reserves, Buildings, or other significant infrastructure owned by the City of Vincent.	<p>No impact.</p> <p>All of these facilities are covered by Landgate’s <i>Policies and Standards for Geographical Naming in Western Australia</i> which would inform the process and approach for future naming.</p>
1-7.	Clauses 1-7: <ol style="list-style-type: none"> 1. <i>Geographic Names Committee Policies and Standards for Geographical Naming in Western Australia</i> 2. <i>Naming of Laneways and Rights of Ways</i> 3. <i>Naming of Streets</i> 4. <i>Naming of Parks and Reserves</i> 5. <i>Naming of Buildings</i> 6. <i>Dual Naming of Streets, Parks and Reserves</i> 7. <i>Re-Naming of City Facilities, Streets, Parks, Reserves and Buildings</i> 	<p>No impact.</p> <p>All of these clauses and their approach to naming state that it is informed by Landgate’s <i>Policies and Standards for Geographical Naming in Western Australia</i>. A policy setting this out is not required.</p> <p>These provisions can be incorporated into a future information sheet.</p>
8.	8. Provision of Plaques at City Facilities, Streets and Buildings <i>That plaques erected to commemorate the establishment of City owned facilities shall be inscribed with details that clearly indicate the following:</i> 8.1 Name of the Facility;	<p>No impact.</p> <p>These provisions are administrative matters that can be incorporated into a future information sheet.</p>

	<p>8.2 Date upon which the facility was commemorated;</p> <p>8.3 The name of the person or persons opening the facility; and</p> <p>8.4 Names of all Council Members in office at the time of commemoration of the facility commencing with Mayor, followed by the Deputy Mayor then others listed in alphabetical order and the Chief Executive Officer. If applicable, the Architect and Builder's name can be included. (Council Members are to be given the choice as to how they desire their name to appear – if different to their official/legal name).</p>	
9.	<p>9. The Council shall in determining the application, to name a City facility, Street, Park, Reserve, Building or significant infrastructure:</p> <p>(a) Give due consideration to any submissions received;</p> <p>(b) Receive a confidential report from the Chief Executive Officer detailing all requests to apply a name; and</p> <p>(c) approve of any application only by an Absolute Majority Decision.</p>	<p>No impact.</p> <p>These provisions are administrative matters that can be incorporated into a future information sheet.</p> <p>In relation to point (c) the <i>Local Government Act 1995</i> states that Absolute Majority decisions are required for powers that are conferred on the Local Government. Naming of facilities is not a power conferred on Local government and therefore does not require an Absolute Majority decision under the <i>Local Government Act 1995</i>.</p> <p>As outlined in this policy, naming of facilities is governed by Landgate's <i>Policies and Standards for Geographical Naming in Western Australia</i>. Officially naming features, localities and roads is covered under Section 26 and 26A of the <i>Land Administration Act 1997</i>.</p> <p>The Minister for Lands (the Minister) is responsible for the <i>Land Administration Act 1997</i>. Through delegated authority, the Minister enables Landgate to review submissions and identify, capture and maintain new place names, features, administrative boundaries, localities and roads within Western Australia and formally approve these actions on the Minister's behalf.</p>

10.	<i>10. This Policy is to be read in conjunction with the following "Policies and Standards for Geographical Naming in Western Australia" and Policy Procedures.</i>	<p>No impact.</p> <p>This statement is repeated unnecessarily numerous times in the policy.</p> <p>This provision is administrative matters that can be incorporated into a future information sheet.</p>
	Policy procedures and guidelines	<p>No impact.</p> <p>These provisions provide administrative guidance and can be incorporated into a future information sheet.</p>

8.2 ADVERTISING OF AMENDED POLICY - COUNCIL MEMBERS CONTINUING PROFESSIONAL DEVELOPMENT

- Attachments:**
1. **Council Member Continuing Professional Development Policy - marked up**
 
 2. **WALGA Template Policy - Council Member Continuing Professional Development**  

RECOMMENDATION

That Council **APPROVES BY ABSOLUTE MAJORITY** the proposed amendments to the Council Members Continuing Professional Development Policy, at Attachment 1 for the purpose of community consultation.

PURPOSE OF REPORT:

For Council to approve the proposed amendments to the Council Members Continuing Professional Development Policy as detailed at **Attachment 1** for community consultation.

DELEGATION:

Section 5.129 of the *Local Government Act 1995* requires an Absolute Majority Decision to amend the policy related to continuing professional development of council members.

BACKGROUND:

In July 2019 the *Local Government Act 1995* (Act) was amended to include a requirement for all local governments to prepare and adopt a policy in relation to the continuing professional development of Council Members and to review the policy after each ordinary election.

WALGA have provided a template policy as a guide for local governments to consider when developing or amending a Council Member Continuing Professional Development Policy. WALGA's template policy is at **Attachment 2**.

At its 16 June 2020 Council Meeting Council adopted its [Elected Member Continuing Professional Development Policy](#) (policy).

The policy was last reviewed by administration in November 2021 with the amended policy approved by Council in [February 2022](#).

In accordance with section 5.128(5) of the Act, the policy must be reviewed after each ordinary election. The policy may be reviewed more frequently if changes to strategic objectives or industry standards occur.

The requirement of provisions outlined in clause 1.3 of the [Policy Development and Review Policy](#) were presented to Council Members through the monthly Policy Paper in March 2024.

DETAILS:

In accordance with Section 5.126 of the Act and Regulation 35 of the *Local Government (Administration) Regulations 1996* (Regs), Council Members must complete five mandatory training courses within the first 12 months of being elected.

The mandatory courses are:

- Understanding Local Government;
- Serving on Council;
- Meeting Procedures;
- Conflicts of Interests; and
- Understanding financial reports and budgets.

The policy fulfils the requirements of section 5.128 of the Act, reinforces the City's reporting obligations and aligns with the City's existing practice. The professional development report for each financial year can be found on the City's website under Publicly Available Council Registers.

The findings of Administrations review identified the following substantive changes to the Policy:

1. Training Outcomes

The policy is lacking direction on the types of training that should be accessed by Council members. A 'training outcomes' section has been included to assist in displaying the types of training that should be sourced and the potential outcomes that would benefit the City. This change aligns with the WALGA template policy.

2. Training Approval Clarification

Clause 2 of the policy has been updated to include an additional consideration for when training may not be granted. Training and continuing professional development is for the purpose of enhancing a Council Member's performance of their role. Therefore, in some instances, approval may not be granted where attendance conflicts with scheduled Council or Committee meetings, unless Council has otherwise resolved to support this. This addition aligns with the WALGA template policy.

3. Booking Process

Clause 3 of the policy has been strengthened to include the below sentence for clarification around the booking process:

- *Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.*

4. Publishing Timeframe

Clause 5 has been refined to include a timeframe for when the annual report of completed training should be published on the City's website. The policy now states that the report will be published within one month of the financial year ending. This provides consistency with reporting and aligns with the WALGA template policy. This would not preclude the register from being published more frequently but would provide guidance for staff on requirements.

CONSULTATION/ADVERTISING:

In accordance with the City's [Policy Development and Review Policy](#) draft policy documents are presented to Council for approval and authorisation to commence community consultation. All proposed changes, other than those covered by clause 5.6, will be advertised in accordance with, but not limited to, the requirements of the City's Community Engagement Policy

The City's [Community and Stakeholder Engagement Policy](#), community consultation of all new and significantly amended policies must be provided for a period exceeding 21 days in the following ways:

- notice published on the City's website.

LEGAL/POLICY:

Section 5.128 of the Act requires local governments to review its policy relating to the continuing professional development of council members after each ordinary election and prescribes that the local government may amend the policy (by absolute majority).

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

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

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to undertake community consultation of the proposed amended policy.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We embrace good ideas or innovative approaches to our work to get better outcomes for Vincent and our community.

SUSTAINABILITY IMPLICATIONS:

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

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

Council Member Professional Development is determined through the City's operating budget.

Council Members Continuing Professional Development Policy



CITY OF VINCENT

LEGISLATION / LOCAL LAW REQUIREMENTS	<p>Section 5.128 of the <i>Local Government Act 1995</i>. <i>'the chief executive officer shall maintain a register of professional development.</i> <i>this policy must be adopted and reviewed by absolute majority vote.</i> <i>this policy must be reviewed after each ordinary election</i> <i>the CEO must publish an up-to-date version of the policy on the local government's official website'.</i> Regulation 34ad <i>Local Government (administration) Regulations 1996</i>.</p>
RELEVANT DELEGATIONS	Nil.
RELATED POLICY PROCEDURES AND DOCUMENTS	<p>Policy 4.2.7 Council Members Allowances, Fees and Reimbursement of Expenses Policy Register of Professional Development (D17/36578) Professional Development Advance and Acquittal Statement (D19/179644)</p>

INTRODUCTION

Council acknowledges its commitment to the training and development of Council Members to assist in the fulfilment of duties and responsibilities of public office and in the interests of effective representation.

Council Members are encouraged to continually improve their knowledge and expertise to enhance the quality of representation and promote well informed decision making. This can be achieved by participating in conferences, programs and training courses which provides for professional development relating to their role and responsibilities in local government.

Such professional development programs are those developed by industry-recognised providers and (generally) delivered locally.

Access and participation in the identified professional development courses and programs is made available to all Council Members.

PURPOSE

The primary objective of this policy is to provide guidance concerning the professional development of Council Members.

Council Members Continuing Professional Development Policy



OBJECTIVE

To:

- establish policy, in accordance with 5.128 of the *Local Government Act 1995*, that details the City's commitment to the continuing professional development of Council Members, and
- reinforce the reporting obligations on the training completed by Council Members in each financial year.

SCOPE

This Policy applies to ~~the~~ City of Vincent Council Members ~~of the City~~.

DEFINITIONS

Professional Development means; training, conferences, conventions, congresses, study tours, forums, information sessions, workshops and events related to local government and of interest to the City of Vincent.

Council Member means a person who is currently serving a term of office as an elected member of the Council in accordance with the Act.

POLICY PROVISIONS

1. Meeting the professional development needs of Council Members

The City will endeavour to address and meet the identified professional development needs of Council Members.

The options for providing such professional development includes:

1.1 Council Member Induction

Following each election, the City of Vincent will conduct a comprehensive induction program, providing newly elected Council Members with information that will support them to understand Council Member roles and responsibilities; legislative obligations; personal responsibilities; and strategic direction of the Local Government. Continuing/previously elected Council Members are encouraged to participate in nominated elements of the induction program, to assist in fostering a team culture and to refresh their understanding.

1.2 Mandatory Modules for Council Members

- All Council Members elected to Council following the 2019 local government elections are required to complete the five mandatory modules of the Council Member Essentials Course.
- The training is valid for five years therefore a Council Member is only required to undertake the training at every second election.
- The course must be completed within 12 months of appointment to Council.

Council Members Continuing Professional Development Policy

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1.3 Council Capacity Building

Within 6 months after an election, a Council Workshop will be convened to enable Council Members to collaboratively develop a program of Council Capacity Building.

The program developed at the workshop will form the basis for regular training provided to all Council Members as a group, to encourage Council to focus on continuous improvement in its function as a governing body.

The CEO will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with Council Members.

1.4 Continuing Professional Development

- Council Members will be provided access to all West Australian Local Government Association (WALGA) Council Member training and development programs;
- Council Members will be encouraged to attend annual conferences of the major professions in local government and other institutions of relevance to local government activities; and
- Council Members will be able to attend eligible events where the Chief Executive Officer (CEO) or Council is of the opinion attendance would benefit the Council Member and the City.

1.5 Training Outcomes

In order to be eligible for approval under this policy, Continuing Professional Development must be relevant to the role of a Council Member, and offer demonstratable benefit to the Council as a governing body, the City of Vincent as an organisation, and the broader community.

This includes Continuing Professional Development that:

- Enhances the understanding of Council Member roles and responsibilities, and/or the role and function of Local Government;
- Assists Council Members to develop knowledge and skills in relation to the strategic objectives of the City of Vincent;
- Enables Council Members to further develop personal and professional skills necessary for excellence in performance of the Council Member role; or
- Supports Council Members in developing and maintaining positive and healthy communication, team culture and relationships, to facilitate excellent teamwork to achieve outcomes that deliver good government for the City of Vincent community.

Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.

Council Members Continuing Professional Development Policy

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- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above.
- Training relevant to the outcomes listed above offered by accredited organisations.
- Conferences, training, workshops or seminars that address the initiatives and projects identified in the City of Vincent's Strategic Community Plan, Corporate Business Plan or other strategic documents.

Council Members are encouraged to identify and share relevant Continuing Professional Development opportunities with Council and the CEO. The CEO will also identify and inform Council Members of relevant opportunities.

2. Accessing professional development

Request for professional development may be initiated by the Council Member or through Administration's Professional Development Training Program and must be forwarded to the CEO prior to enrolment or registration.

The CEO will consult with the Mayor in relation to the request to determine that:

- the application is relevant and appropriate and addresses the Council Member's professional development needs;
- there are enough funds available for all costs likely to be incurred in the elected member's proposed professional development; and
- the proposed Elected Member is the most appropriate to undertake the specific professional development.

No Council Member is permitted to undertake professional development in the last 6 months of his or her term of office, unless approved by Council.

The CEO is authorised to approve requests from Council Members for professional development based on consultation with the Mayor and providing that:

- The training, development or conference is organised by an identified, industry recognised training provider; ~~and~~
- The training, development or conference is held within the Perth metropolitan region; ~~and~~
- The training, development or conference does not conflict with scheduled Council or Committee meetings.

Any requests that do not meet the above criteria, including those for attendance at courses or conferences outside of the Perth metropolitan region are to be submitted to Council for consideration.

If the Mayor and CEO determine NOT to approve a request for professional development, the affected Council Member has the right to put the matter before Council for consideration and final determination.

3. Booking Arrangements

The City will make all bookings associated with the proposed professional development, including where relevant, airline bookings, accommodation and registration.

Council Members Continuing Professional Development Policy



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Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.

4. Registration

The City will pay all normal registration costs for Council Members, including those costs relating to official luncheons, dinners and tours/inspections that are relevant to the interests of the City.

5. Reports

Following attendance at conferences, congresses, study tours and any seminars, forums, workshops of two (2) days or more duration, the Council Member/s that attended shall submit an individual or composite report, which is to be signed by each attendee, to the Council (to be included in the Information Bulletin) within thirty days of their return to Perth, for the Council's information and records. The report shall include a summary of the event's proceedings, major points of interest to the City and any recommendations, including as to whether attendance at similar conferences in the future is warranted.

Administration is also required to report annually on completed training. Completed training must be published on the City's website ~~for that financial year within one month of the financial year ending~~. This will include the Council Member Essentials Course and any continuing professional development undertaken by Council Members.

6. Budget allocation

The City's Annual Budget will include:

a. Whole of Council Training and Development

An allocation for Council as a whole, to be used for:

- Council Member Induction, dealt with under Part 1.1 of this Policy;
- Mandatory Council Member Training, dealt with under Part 1.2 of this Policy, and
- Council Capacity Building, dealt with under Part 1.3 of this Policy.

b. Council Member Professional Development

An allocation for each Council Member to be used for individual Continuing Professional Development, as specified under Part 1.4 of this Policy. Council Members may select training and professional development to be funded from this allocation, subject to approval in accordance with this Policy.

Unexpended allocations at the end of a financial year will not be carried forward to the next financial year.

Any professional development proposal that exceeds an individual Council Member's allocation will be referred for Council decision. Alternatively, the Council Member may choose to privately fund any shortfall. This will not be eligible for reimbursement from a future budget allocation.

Council Members Continuing Professional Development Policy



CITY OF VINCENT

OFFICE USE ONLY	
Responsible Officer	Executive Manager Corporate Strategy and Governance
Initial Council Adoption	16/06/2020
Previous Title	Elected Member Continuing Professional Development Policy
Reviewed / Amended	17/05/2022
Next Review Date	10/2023



WALGA Template

Council Member

Continuing Professional

Development Policy

WALGA Note:

*WALGA provides this template policy as a **guide** for Local Governments. It includes suggested components and wording only. Local Governments should review this policy content and consider, develop and implement policy suitable to their operational requirements. Detailed commentary is provided to outline possible options, and should be deleted before policy adoption.*

Remember:

Policy implementation is given effect through appropriate induction, ongoing training and operational procedures that evidence Council Members and Employees have been made aware of and are accountable for their obligations and responsibilities.

Template Policy Commentary

As there is scope for a range of approaches to Continuing Professional Development, the following comments outline the approach taken in this Template Policy, and discusses matters for further consideration by Local Governments.

Part 1 - Budget Allocations

Local Governments should consider how the budget for Continuing Professional Development will be structured. This Template Policy proposes an allocation for Council as a whole, as well as individual allocations for each Council Member. This ensures that each Council Member has equitable access to funding, and that the expenditure of funds on individual Continuing Professional Development is not to the detriment of Council Member Induction and Council Capacity Building. Local Governments may wish to consider whether to specify the allocation \$value amounts in the policy (subject to CPI increments annually).

This Template Policy is drafted on the basis that Mandatory Training will be funded from the group allocation, rather than from an individual Council Member's allocation. Local Governments may choose to take a different approach.

Part 2 – Council Member Induction

The Department of Local Government, Sport and Cultural Industries (DLGSC) has produced an [Elected Member Induction Operational Guideline](#) that outlines the types of information that should be included in a Council Member induction program. Local Governments may wish to include further details of their induction program in this policy.

During the induction, Council Members could be informed of the Mandatory Council Member Training requirements and the options available for their participation in and completion of the training and assessments. Council Members could also be introduced to the Continuing Professional Development Policy, advised of the budgeted allocation, and invited to begin identifying their collective and individual development priorities.

An induction follow up session could be an opportunity for Council Members to provide feedback on the induction program, and identify collective priorities for further training, which can be addressed through Council Capacity Building. Local Governments may also wish to invite all Council Members to undertake a self-assessment to identify priorities for their individual Continuing Professional Development.

Part 3 - Mandatory Council Member Training

This Template Policy is drafted to allow for two different approaches to Mandatory Council Member Training, and Local Governments should review and delete as applicable.

Local Governments may choose to conduct a procurement process to identify the most suitable/best value training provider and direct Council Members to nominate a delivery mode and time/date that is suitable. Local Governments may wish to arrange onsite delivery where a sufficient number of Council Members wish to complete training face to face. If considered relevant to Council as a whole, this could form part of the Council Capacity Building program.

Alternatively, Local Governments may allow Council Members to select their preferred training provider from the Department's approved providers.

Part 4 - Council Capacity Building

This Template Policy uses the term Council Capacity Building to refer to training and development completed by Council as a group. While each Council Member will have individual development needs and priorities, much training and development may be relevant to all Council Members. Training completed as a group allows Council Members to discuss and apply learning as they go, have a shared point of reference and build communication and relationships. In addition, it may be more cost effective and efficient for training to be delivered to Council as a whole.

WALGA recommends that Council Capacity Building becomes part of the regular informal meetings of Council held by many Local Governments. Depending on the resources and priorities of the Local Government, this could take the form of a presentation by a Planning Officer, a team building session delivered by an external facilitator, or a workshop on meeting procedures.

This Template Policy proposes that a Council workshop is held to develop a Capacity Building program, the delivery of which will be facilitated by the CEO. This workshop is an opportunity for Council to consider their collective strengths and weaknesses, and prioritise the areas for improvement in order to better function as a governing body, and better serve the community. This workshop may also be an opportunity to commence policy review (see Part 9 of this Template Policy), in order to ensure that it is fit for purpose, and aligns with the professional development needs and priorities of the Council.

Part 5 – Continuing Professional Development

This section of the Template Policy provides example generic criteria to define eligible continuing professional development. Based on their own resources and priorities, Local Governments may wish to modify these criteria, or include a list of specific topics or types of training that will be eligible.

5.1 – Application and Approval

A two tier system of approvals is provided in this section. Local Governments may wish to modify the circumstances in which a request may be approved by Council or the CEO. For example, Local Governments may wish to remove the reference New Zealand, so that any request to attend training outside of Australia is referred to Council for approval. Local Governments may also choose to address non-attendance or non-completion of Continuing Professional Development in this section. For example, by specifying that approval may be granted by resolution of Council where the Council Member has not completed requirements for previously approved Continuing Professional Development, or has failed to do so within a reasonable period.

5.2 – Sharing of knowledge

This Template Policy includes a requirement that Council Members who attend individual training or continuing professional development provide a report on their attendance. This allows insights and benefits gained through the training to be shared with all Council Members. In addition, the process of reviewing the training and considering its application to the Council Member role may

be helpful for the Council Member who attended the training. Local Governments may wish to specify the format and timing for the provision of attendee reports.

Part 6 – Registration, Travel and Expenses

Expenses

This Template Policy provides a possible approach to expenses. Local Governments may wish to revise with reference to their resources and any existing policies or processes dealing with travel, expenses and reimbursement.

The current WA Salaries and Allowances Tribunal Determination for Local Government CEOs and Elected Members can be accessed via the Tribunal [website](#). The 2020 Determination prescribes the application of the [Local Government Officers' \(Western Australia\) Interim Award 2011](#) in relation to reimbursement for use of a private vehicle, and the [Public Service Award 1992](#) in relation to other travel costs and accommodation expenses.

Insurance

This Template Policy includes a section based on generic information from LGIS regarding the standard inclusions of Local Government Corporate Travel Protection. Local Governments should contact LGIS to confirm the conditions of their protection policy, and for specific advice. In addition, as specified in the Template Policy, Council Members should ensure they are familiar with the conditions of the policy before travelling.

Part 7 – Report on Training

This section of the Template Policy is based on the requirements specified in s.5.127 of the *Local Government Act 1995*, as well as advice from DLGSC on the format and content of this report. If Local Governments choose to modify this section, they should confirm that the minimum requirements of s.5.127 are met.

Part 8 – Council Member Commitment

The Council Member Commitment is intended to emphasise the positive approach to Continuing Professional Development, and commit Council Members to ensuring that they and the Local Government get the best possible value from all training. This section also addresses communication of availability and cancellation.

Local Governments may wish to give further consideration to the way in which Council Members are supported to complete Continuing Professional Development, and management of situations where completion is not achieved within a reasonable period. This is also discussed in relation to 5.1 – Application and Approval, above.

Part 9 – Policy Review

As this Policy must be reviewed following each election, Council has the opportunity to ensure it reflects the needs, priorities, strengths and weaknesses of the current Council and the strategic direction of the Local Government.

While the policy should retain sufficient flexibility to deal with changing circumstances, it may be helpful to modify Part 6 to include particular examples of training or professional development that would be considered eligible.

Council Member Continuing Professional Development Policy

Policy Objective

To give effect to the <<Shire/ Town / City>>'s commitment to facilitate continuing professional development of Council Members, which enhances their knowledge and develops their skills, thus augmenting Council's capacity for well-informed decision-making and the provision of good government for our community.

This policy provides a framework to assist Council Members to identify and access relevant training and defines the expenses that will be paid by the <<Shire/ Town / City>>.

This policy supports compliance with sections 5.127 and 5.128 of the *Local Government Act 1995* (the Act), which require Local Governments to prepare and adopt a policy in relation to the continuing professional development of Council Members, and to provide annual reports on training.

Policy Scope

This policy applies to Council Member training and continuing professional development, including mandatory training required under s.5.126 of the Act.

Policy Statement

1. Budget Allocations

The <<Shire/ Town / City of XXXX>> Annual Budget will include:

a. Whole of Council Training and Development

An allocation for Council as a whole, to be used for:

- Council Member Induction, dealt with under Part 2 of this Policy;
- Mandatory Council Member Training, dealt with under Part 3 of this Policy, and
- Council Capacity Building, dealt with under Part 4 of this Policy.

b. Council Member Professional Development

An allocation for each Council Member to be used for individual Continuing Professional Development, as specified under Part 5 of this Policy. Council Members may select training and professional development to be funded from this allocation, subject to approval in accordance with this Policy.

Unexpended allocations at the end of a financial year will not be carried forward to the next financial year.

Any professional development proposal that exceeds an individual Council Member's allocation will be referred for Council decision. Alternatively, the Council Member

may choose to privately fund any shortfall. This will not be eligible for reimbursement from a future budget allocation.

2. Council Member Induction

Following each election, the <<Shire/ Town / City of XXXX>> will conduct a comprehensive induction program, providing newly elected Council Members with information that will support them to understand Council Member roles and responsibilities; legislative obligations; personal responsibilities; and strategic direction of the Local Government. Continuing/previously elected Council Members are encouraged to participate in nominated elements of the induction program, to assist in fostering a team culture and to refresh their understanding.

3. Mandatory Council Member Training

Council Members are required to complete the Council Member Essentials Course within 12-months from the day on which they are elected, unless exempt under Regulation 36 of the *Local Government (Administration) Regulations 1996*. Council Members should confirm with the Chief Executive Officer whether they are eligible for an exemption.

The <<Shire/ Town / City of XXX>>'s preferred provider is [specify provider], and course delivery is available [delivery modes, options]. Council Members will be provided with enrolment options and the <<Shire/ Town / City>> will coordinate bookings and arrangements to implement their selection.

[OR

The <<Shire/ Town / City >> will provide newly elected Council Members with information on training options from which the Council Member may select according to their preferred delivery mode and availability. The <<Shire/ Town / City>> will make the necessary arrangements for enrolment.]

Where a majority of Council Members would prefer face to face training, the <<Shire/ Town / City>> may arrange on-site delivery and may coordinate this in cooperation with neighbouring Local Governments to achieve cost savings.

Council Members who are not yet required to complete the Mandatory Training may still choose to participate, with associated costs attributed to the Whole of Council Training and Development budget allocation.

4. Council Capacity Building

Within [a reasonable period/3 months/6 months] after an election, a Council Workshop will be convened to enable Council Members to collaboratively develop a program of Council Capacity Building.

The program developed at the workshop will form the basis for regular training provided to all Council Members as a group, to encourage Council to focus on continuous improvement in its function as a governing body and to address the outcomes set out in Part 6 of this policy.

The CEO will coordinate training in accordance with the agreed program, with details of dates and delivery modes to be determined in consultation with Council Members.

5. Continuing Professional Development

Formats

Eligible Continuing Professional Development formats include, but are not limited to:

- Short courses;
- Training courses;
- Workshops;
- Seminars;
- Conferences;
- Formal qualifications, or individual units or modules as components of formal qualifications; and
- Membership of professional development organisation, where the membership incorporates access to Continuing Professional Development.

Providers

Continuing Professional Development should be delivered by industry recognised training providers, peak bodies or professional organisations.

Outcomes

In order to be eligible for approval under this policy, Continuing Professional Development must be relevant to the role of a Council Member, and offer demonstrable benefit to the Council as a governing body, the <<Shire/ Town / City >> as an organisation, and the broader community.

This includes Continuing Professional Development that:

- Enhances the understanding of Council Member roles and responsibilities, and/or the role and function of Local Government;
- Assists Council Members to develop knowledge and skills in relation to the strategic objectives of the <<Shire/ Town / City >>;
- Enables Council Members to further develop personal and professional skills necessary for excellence in performance of the Council Member role; or
- Supports Council Members in developing and maintaining positive and healthy communication, team culture and relationships, to facilitate excellent teamwork to achieve outcomes that deliver good government for the <<Shire/ Town / City >> community.

Eligible Continuing Professional Development activities include:

- WA Local Government Association Council (WALGA) and Australian Local Government Association (ALGA) conferences.
- Special 'one off' conferences called for or sponsored by WALGA and/or ALGA on important Local Government issues.
- Annual conferences of the major professions in Local Government and other institutions of relevance to Local Government activities.
- Other Local Government-specific training courses, workshops and forums, relating to the outcomes listed above.
- Training relevant to the outcomes listed above offered by accredited organisations.
- Conferences, training, workshops or seminars that address the initiatives and projects identified in the <<Shire/ Town / City >>'s Strategic Community Plan, Corporate Business Plan or other strategic documents.

Council Members are encouraged to identify and share relevant Continuing Professional Development opportunities with Council and the CEO. The CEO will also identify and inform Council Members of relevant opportunities.

5.1 Application and Approval

Request for approval

Council Members who wish to attend training or professional development may make application by providing the following details to the CEO in writing:

- a) Course or event title, provider or organiser name, location and date;
- b) Copy of, or link to program, course outline or other summary of content;
- c) An outline of the anticipated benefits of attendance, with reference to the eligibility criteria in this policy; and
- d) Total estimated costs including accommodation, travel and sundry expenses.

Applications, including all required details, are to be submitted in reasonable time for registration. Where possible, the <<Shire/ Town / City >> will seek to take advantage of reduced prices for early registration.

Approval

Approval for Council Member attendance may be granted by:

- (a) the Chief Executive Officer where the:
 - (i) application complies with this policy;
 - (ii) event is to be held within Australia or New Zealand; and
 - (iii) the Council Member has sufficient funds available in their professional development allocation to meet all costs of attendance.
- (b) resolution of Council where the:
 - (i) application has been refused by the Chief Executive Officer;
 - (ii) application does not comply with this policy;
 - (iii) estimated costs of attendance exceed the available balance of the Council Member's annual professional development allocation; or
 - (iv) event is to be held outside of Australia or New Zealand.

Limitations

Training and continuing professional development is for the purpose of enhancing a Council Member's performance of their role. Therefore, in some instances, approval may not be granted where attendance conflicts with scheduled Council or Committee meetings (i.e. a meeting where important strategic decisions are required or where the meeting may lack a quorum), unless Council has otherwise resolved.

Where attendance at a particular training or professional development event would require an extended absence, no more than two Council Members may attend, unless Council has otherwise resolved.

Approval will not be granted for training or continuing professional development that is scheduled to occur in the last six months of a Council Member's term of office.

5.2 Sharing of knowledge

In order to realise the maximum benefit for the <<Shire/ Town / City >>, Council Members will provide a report on their attendance, key features and benefits of the training or professional development within [one month/a reasonable period] after completion. Council Members may include ideas and innovations identified through the professional development for discussion at future Council Member workshops, where the matter relates to the <<Shire/ Town / City >>'s strategic objectives.

Knowledge sharing may be provided as a presentation or verbal update to an informal Council workshop, or a written report provided to the Chief Executive Officer and circulated to all Council Members. Where relevant, copies of resources obtained at the event may also be provided to the Chief Executive Officer for circulation to all Council Members.

6. Registration, travel and expenses

The <<Shire/ Town / City >> will be responsible for the costs associated with training or professional development approved in accordance with this policy, as detailed in this section.

Event Registration and Bookings

Travel, registration fees and accommodation are to be arranged directly by the <<Shire/ Town / City >> administration.

Council Members are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances and subject to the Chief Executive Officer's prior approval.

Travel

Where travel is involved, the actual costs of travel to and from the event venue are to be met by the <<Shire/ Town / City >> in accordance with the current WA Salaries and Allowances

Tribunal Determination for Local Government CEOs and Elected Members (the Determination).

Travel arrangements are to be by the most cost effective and reasonably convenient mode.

Air travel is to be by Economy Class at a time that is convenient to the Council Member. As far as is practicable, tickets will be purchased well in advance, and take advantage of available discount fares.

A Council Member may seek approval to travel within Western Australia by private motor vehicle and be reimbursed for vehicle costs in accordance with the Determination. Approval may only be granted where the cost is approximately equivalent to the most cost effective mode of travel.

A Council Member may choose to upgrade the mode of travel, however additional costs incurred are to be paid to the <<Shire/ Town / City >> by the Council Member before the <<Shire/ Town / City >> confirms the booking/s.

Registration

Registration fees may include, where applicable, event registration, conference program dinners, technical tours and accompanying workshops identified within the event program.

Accommodation

Reasonable accommodation will be booked for the Council Member for a room at or in close proximity to the event venue and within the expenditure limitations prescribed in the Determination.

If it is not reasonable to expect travel to occur on the day of the event, the booking may allow for arrival the day prior to commencement, and departure the day following the close of the event.

A Council Member may choose to upgrade their accommodation standard or extend their visit for personal reasons, however additional costs are to be paid to the <<Shire/ Town / City >> by the Council Member (including any additional associated or travel costs) prior to the <<Shire/ Town / City >> confirming the booking.

Loyalty Program and Reward Points

Council Members are not to obtain personal benefit from expenditure of <<Shire/ Town / City >> funds and must not claim personal frequent flyer or accommodation loyalty points for air travel or accommodation paid for by the <<Shire/ Town / City >>.

Meals and Incidental Expenses

Funding for meals and incidental expenses is to be provided in accordance with the Determination.

Meal expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these meals are not provided at the event or in travel. When meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event will not be paid by the <<Shire/ Town / City >>.

Incidental taxi, economy ride share or public transport modes of transport (i.e. to / from airport, event venue) may be claimed for reimbursement on submission of receipts.

In lieu of reimbursement, Council Members may request a cash advance prior to departure. This is conditional upon the Council Member providing a written acquittal and supporting receipts to the CEO within 7 days of return from travel. If a Council Member fails to provide a reasonable and satisfactory acquittal inclusive of unspent funds, the value of the un-acquitted funds will be incurred as a debt invoiced to the Council Member.

Travel Insurance – Intrastate, Interstate and International

Subject to policy wording and conditions, Council Members are covered by the <<Shire/ Town / City >>'s corporate travel protection for the duration of their travel relevant to attendance at the approved event, including any incidental private travel taken either side or during the event.

Council Members should review the conditions of the <<Shire/ Town / City >>'s corporate travel protection policy and member certificate to determine whether it is adequate for their personal needs and circumstances, and so that the <<Shire/ Town / City >> and/or the Council Member can make any necessary alternative arrangements.

Accompanying persons/entertainment costs

Council Members are responsible and will be required to pay all costs associated with an accompanying person attending an event (including conference dinners and functions).

The <<Shire/ Town / City >> may coordinate accompanying person bookings and registrations for travel, accommodation and the event / function, with costs incurred to be paid to the <<Shire/ Town / City >> by the Council Member prior to the <<Shire/ Town / City >> confirming the booking/s.

Booking Change / Modification Costs

Costs incurred for changing or modifying a booking for travel or accommodation, where the change or modification is:

- a. At the request of the Council Member, are to be paid by the Council Member; or
- b. A requirement or for the convenience of the <<Shire/ Town / City >>, are to be paid by the <<Shire/ Town / City >>.

Cancellations

Costs incurred for cancellation of registration, travel or accommodation, where the cancellation is:

- a. At the request of the Council Member, are to be attributed to the Council Member's individual allocation; or
- b. A requirement or for the convenience of the <<Shire/ Town / City >>, are to be paid by the <<Shire/ Town / City >>.

7. Report on training

The <<Shire/ Town / City>> is required to produce a report detailing the training completed by Council Members during each financial year, in accordance with s.5.127 of the Act.

The report will include the following details of both mandatory training and continuing professional development completed by Council Members:

- Name of Council Member;
- Date of election;
- Whether the Council Member is required to complete Mandatory Training, and if applicable, the due date for completion and date of completion;
- Title of each training course or module completed or event/conference attended;
- The date attended or completed;
- The training provider or event/conference organiser;
- The cost of attendance; and
- Location of the training or event.

The report will be provided to Council Members for their information, before being published on the <<Shire/ Town / City>>'s website within one month of the end of the financial year.

8. Council Member Commitment

Council Members are committed to:

- a. Take a positive approach to identifying opportunities for improvement and professional development.
- b. Prepare for, participate in and complete professional development and training approved/booked under this policy.
- c. Apply the benefits of professional development to fulfilling their Council Member role, including by sharing their knowledge with other Council Members.
- d. Make reasonable efforts to confirm their availability, or otherwise, to the CEO before booking deadlines.
- e. When requested, advise the CEO of alternative dates / times that they would be available to facilitate their participation in training.
- f. Advise the CEO, at the earliest opportunity, if they are unable to attend planned / booked training. Where training costs are unable to be refunded, applicable costs will be debited to the individual Council Member's allocation.

9. Policy Review

In accordance with s.5.128 of the Act, this policy will be provided for Council's review following each ordinary election. The <<Shire/ Town / City>> will ensure the policy review occurs within the first 12-months following each ordinary election.

Document Control Box							
Document Responsibilities:							
Owner:	[insert Position Title]			Owner Business Unit:	[insert Unit Title]		
Reviewer:	[insert Position Title]			Decision Maker:	Council		
Compliance Requirements:							
Legislation:	Sections 5.126, 5.127 and 5.128, Local Government Act 1995 Regulation 36, Local Government (Administration) Regulations 1996 .						
Other:							
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1.	[decision date / TRIM Ref]		[brief description of the adoption / changes approved]				
2.							

8.3 ANNUAL REVIEW OF DELEGATIONS

Attachments: 1. **Register of Council Delegations - Marked up for 2024 Review**  

RECOMMENDATION:

That Council:

1. **NOTES** the annual review of its delegations in accordance with Section 5.46(2) of the *Local Government Act 1995*, as outlined in this report; and
2. **DELEGATES BY ABSOLUTE MAJORITY** the local government functions listed in the City's Council Delegated Authority Register included as Attachment 1.

PURPOSE OF REPORT:

To consider amendments to the City's Delegated Authority Register (Register), following a review as required under the *Local Government Act 1995* (Act).

DELEGATION:

In accordance with section 5.42 of the Act the power to delegate local government powers and duties to the CEO requires an absolute majority and vote.

BACKGROUND:

Delegations are used in local government in a number of circumstances including where:

- The business of the local government could not be efficiently carried on if the council or CEO were to personally exercise their discretion to enforce all the rights or discharge all the duties; and
- Through practical administration, the council or CEO needs to appoint other employees to exercise their discretion to make decisions, exercise powers or discharge duties on behalf of the local government.

All delegations made under the Act must be made by absolute majority and recorded in a register.

Sections 5.18 and 5.46 of the Act require that at least once every financial year, delegations are to be reviewed by the delegator for those delegations under the Act, but also presents an opportunity to review delegations made under other legislation. Council undertook its last annual review of delegations in April 2023 and endorsed the proposed outcome of that review at its 20 June 2023 meeting.

DETAILS:

In March 2024, Administration undertook a review of Council's delegations. A 'tracked changes' version of the Council Delegations Register is at **Attachment 1**.

As a result of this review the following changes to the Council delegations are proposed.

Delegation	Action	Comments
2.2.9 - Control reserves and certain unvested facilities	Re-name delegation to Control of roads, reserves and certain unvested facilities.	To accurately reflect the updated delegation
	Extend express power or duty to s3.51(3) & (4) of the <i>Local Government Act 1995</i> and s46 & s55(2) of the <i>Land Administration Act 1997</i>	To enable the City's Infrastructure and Environment team to adequately manage the City's roads, reserves, and unvested facilities. The delegation has been updated to reflect the specific head of power in relation to management of roads (s55 <i>Land Administration Act 1997</i>). This had been assumed to otherwise reside under the head of power for reserve management (s46 of the LA Act). This reflects current practice of the City.
	Extend delegation function to authority to manage roads, provide public notice and review submissions relating to public works.	
2.2.31 – Appointing External Complaints Officer	Remove the word “External” from the Title, Function and Conditions to extend delegation to the appointment of an internal Complaints Officer.	To enable the Chief Executive Officer to appoint internal or external Complaints Officers to receive complaints and withdraw complaints related to the City's Code of Conduct for Council Members, Committee Members and Candidates.
4.1 – Grant or refuse a Building Permit	Re-name delegation to Building Permits.	Renaming to Building Permits provide clarification the delegation under this section is specifically in relation to building permits only.
4.4 - Private Swimming Pool Safety Barrier Inspections	New delegation	<i>Building Amendment Regulations 2023</i> was published on 21 December 2023. There are changes to safety pool barrier control. As such, necessary to have new delegation for private swimming pool safety barrier inspections to provide clarity on authority in relation to pool control.
8.1.7 – Appointment of Authorised Persons (<i>under Cat Act 2011</i>)	Delete delegation.	Section 48 of the <i>Cat Act 2011</i> was repealed in 2019. The power to appoint authorised officers for the purpose of the <i>Cat Act 2011</i> is appointed to the CEO under section 9.10 of the <i>Local Government Act 1995</i> .
9.8 – Appointment of Authorised Persons (<i>Dog Act 1976</i>)	Remove authority to appoint authorised officers from delegation function.	The power to appoint authorised officers for the purpose of the <i>Dog Act 1976</i> is appointed to the CEO under section 9.10 of the <i>Local Government Act 1995</i> .
	Re-name delegation to Appointment of Registration Officers.	To accurately reflect the objective of the delegation.

Delegation	Action	Comments
16.1.1 - Determination of various applications for development approval under the City's Local Planning Scheme	Amendments to heritage demolition condition 6.	<p>At the Ordinary Council Meeting held on 17 May 2022, Administration recommended modifications to the wording of condition 6. This is so that demolition of structures/buildings on a heritage-protected place that do not contribute towards the heritage significance of a heritage-protected place could be determined by Administration under delegated authority.</p> <p>Council resolved to modify the recommended wording so that all demolition proposed on a heritage-protected place requires Council determination. In summary, Council's modified wording was for two key reasons:</p> <ol style="list-style-type: none"> 1. The recommended wording relied on the statement of significance to determine what does or does not contribute to the heritage significance of a heritage-protected place. Council considered that distinguishing whether factors contribute to the heritage significance of the heritage place is not straight forward and involves subjective assessment. Relying on the statement of significance would be an uncertain and incomplete measure in determining whether a structure/building contributed to the heritage significance of a place; and 2. Council considered dealing with applications for demolition on heritage-protected places under delegation weakens the existing process, as it removes a key level of oversight over Administration's decision making in an area important to the City, community and our collective heritage, and is not supportive of the principles of good governance. <p>Administration has reviewed the effectiveness of delegations relating to development applications involving demolition to heritage places since the Register of Delegations were last reviewed in May 2023.</p> <p>Between May 2023 and April 2024, Administration has presented 28 development applications to Council for determination. 15 of these involved demolition to structures/buildings on heritage-protected places. Of these 15 applications, eight were presented to Council only due to condition 6. Seven out of these eight applications were determined by Council en bloc, consistent with the officer recommendation. Discussion on the eighth application related to the new works proposed rather than the demolition proposed. Council ultimately resolved to approve the eighth application consistent with the officer recommendation and without amendment.</p>

		<p>The wording of Condition 6 is recommended to be modified to grant Administration delegation to determine some development applications involving demolition to a heritage place.</p> <p>These recommended changes would reflect processes that Administration has implemented in the assessment and preparation of each report presented to Council since May 2023. This would ensure heritage implications arising from proposed demolition are considered, addressed and align with good heritage management practices.</p> <p>The recommended wording also responds to Council's reasons for the existing delegations at its meeting on 17 May 2022.</p> <p>Specifically, the proposed changes to Condition 6 would ensure that applications determined under delegation have been assessed consistently, and that the demolition proposed has been supported by a heritage conservation specialist on the City's Design Review Panel, meets the prescribed standard in the City's planning policies, and does not relate to a structure/building that contributes towards the heritage significance of the place. This is further detailed below.</p> <ol style="list-style-type: none"> 1. <u>Design Review Panel Referral to Heritage Specialist</u> - The demolition being supported by a member of the City's Design Review Panel specialising in Heritage. This would ensure any decisions made under delegation have been considered, informed and found acceptable by an independent heritage expert. This would provide a level of oversight as well as ensuring consideration of implications on the heritage significance of a place in the assessment of any applications involving demolition. 2. <u>Satisfying Policy Standards</u> - The development satisfying the relevant Acceptable Development criteria (or equivalent prescribed standard) of the City's local planning policies relating to heritage. This would ensure proposals for demolition align with Council's position as established in the planning framework. 3. <u>Statement of Significance</u> - The structure/building does not contribute towards the heritage significance of the heritage place as specified within the Statement of Significance. This would ensure proposals to demolish structures/buildings that do contribute to the heritage significance of a place would continue to be presented to Council for determination.
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		If any of these three criteria are not met, then Administration would not have delegated authority to deal with the application proposing demolition to a heritage place. Rather, it would need to be determined by Council to consider the merits of the proposal and areas of discretion.
	Remove wording "State Planning Policy 7.3" from Council Conditions 2, 9b and 11.	To accurately reflect the title of the Residential Design Codes following amendments gazetted on 10 April 2024 by the State Government. The Residential Design Codes, including Volume 1 and Volume 2, no longer operate as a State Planning Policy and should be referred to as the "Residential Design Codes".

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Section 5.46(2) of the Act requires Council to review of its delegations at least once every financial year.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve proposed amendments and updates to the delegations register due to the conditions on the delegations which define clear authorities and accountabilities for City officers. The annual review of delegations by Council is a statutory requirement and is also necessary to ensure the delegations remain consistent with legislation and applicable to the City's current operational needs.

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.



CITY OF VINCENT

REGISTER OF DELEGATIONS, AUTHORISATIONS AND APPOINTMENTS

Delegations from Council to the CEO

Proposed changes are in Red

Reviewed by Administration ~~16 March 2023~~ 21 March 2024

Reviewed by Council ~~20 June 2023~~ 21 May 2024

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| | 16.1.3 Enforce compliance with a direction issued under section 214 of the Act 119148 |
| | 16.1.4 Issue of heritage conservation notice under <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> 120149 |

1 Introduction

This document is a register of the delegations, authorisations and appointments of the City of Vincent.

Some legislation confers powers on local governments to allow Council to delegate power to a committee of the local government, the local government's CEO or in limited circumstances other persons or employees.

The purpose of delegating a power is to allow matters that are routine, may have a time constraint or can change rapidly to be dealt with efficiently.

The extent of delegation, conditions that may be applied, records that must be kept and the review and amendment processes depend on the various heads of power in the Acts themselves.

Western Australian legislation may be accessed online at the State Law Publisher's website at <https://www.legislation.wa.gov.au/>.

This register includes:

- Delegations from Council to the CEO;
- Sub delegations from CEO to other employees;
- Appointments of authorised persons; and
- Appointments of other employees.

1.1 The difference between a delegation, 'acting through' another person and an 'authorised person'

A Delegation

Simply put, a delegation is the process prescribed in legislation for assigning authority to exercise an express power or duty from the delegate to another person (named by position title or office) or an entity (the delegate).

Some legislation confers a power directly on a person. A person appointed to a statutory office does not need any further delegation or authorisation in order to fulfil those assigned powers and duties. For example:

- The *Local Government Act 1995* lists statutory offices including Mayor, CEO and Returning Officer;
- The *Public Health Act 2016* assigns duties to Environmental Health Officers;
- The *Building Act 2011* assigns duties to Building Surveyors; and
- The *Local Government Act 1995*, *Cat Act 2011* and *Graffiti Vandalism Act 2016* also allow a local government CEO to delegate any powers or duties assigned to their office.

Acting through another person

Employees do not always need delegations or sub delegations to carry out their tasks and functions on behalf of the local government. Basically a function may be undertaken through the "acting through" concept where a person has no discretion in carrying out that function – the outcome will not be substantially different regardless of the circumstances or who exercised the power.

Section 5.16(4) of the *Local Government Act 1995* provides that:

(4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

Similarly, s5.45(2) Act provides that:

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing –

- a) a local government from performing any of its functions by acting through a person other than the Chief Executive Officer; or*

- b) *a Chief Executive Officer from performing any of his or her functions by acting through another person.*

The key difference between a delegation and acting through is that a delegate exercises a decision making function in his or her own right. For example, an employee may pay an account or issue an approval if directed to do so by another employee who has the authority to make such a decision and chooses to "act through" another employee.

Authorised persons

Authorised persons (and who under some Acts do not necessarily have to be employees of the local government but often are) are given powers to do certain things under an Act, Regulation or local law; usually to issue an infringement, make inquiries, enter on to property, issue a notice or to enforce a provision.

In accordance with section 9.10(2) of the Act the CEO may appoint authorised persons for the purposes of 1 or more of the following laws;

1. *Local Government Act 1995;*
2. *Caravan Parks and Camping Grounds Act 1995;*
3. *Cat Act 2011;*
4. *Cemeteries Act 1986;*
5. *Control of Vehicles (Off-road Areas) Act 1978;*
6. *Dog Act 1976;* and
7. subsidiary legislation made under an Act referred above; and written law prescribed for the purposes of section 9.10 of the *Local Government Act 1995*.

The power to appoint an Authorised Officer may reside with the Council or the CEO depending on the legislation. Note that a council can delegate authority to its CEO to appoint authorised persons under legislation; in some Acts an employee or other person holding an office are directly authorised under that Act itself. Provisions vary by Act.

An authorised person, once appointed, is responsible for fulfilling the powers and duties assigned under law to an authorised person, which may be specified or limited in an Act or Regulation, or the certificate of authorisation. An authorised person cannot delegate their powers and duties to another person.

Who may appoint authorised persons depends on the enabling legislation.

Authorised persons may or may not have delegated authority to undertake certain actions – the delegation of authority is a separate matter, although they are included in this register for ease of reference and review.

1.2 The Interpretation Act 1984 – principles of delegation

Section 59 of the *Interpretation Act 1984* prescribes the framework for how delegated authority must be structured in Western Australian law.

In summary:

1. The written law (head of power) must include an express power to delegate, which specifically enables a person (the delegator) to make a delegation;
2. In that same written law, there must be an express power or duty conferred or imposed on the delegator and it must be capable of being delegated. This means that:
 - a. The power or duty proposed for delegation must be written in the same law as the express power to delegate; and
 - b. That written law must not prohibit the power or duty from being delegated or contain limitations or conditions, which the proposed delegation exceeds.
3. The power to delegate cannot be delegated;
4. Delegations must be in writing (the instrument of delegation); and
5. Delegations must be advised to the delegate in writing.

Note that nothing prevents the delegating body or person from taking back a delegation or sub delegation, or actually making the relevant decision on a particular issue. Similarly, a delegator does not have to exercise the delegation and may refer the decision back to the delegator.

Similarly, section 59(2) provides that:

The delegation of a power shall be deemed to include the delegation of any duty incidental thereto or connected therewith and the delegation of a duty shall be deemed to include the delegation of any power incidental thereto or connected therewith.

Delegation by office or by name

Section 53 of the *Interpretation Act 1984* provides that a delegation can be to the holder of an office (whether acting or permanent) or by naming an individual:

Where a written law confers a power or imposes a duty upon a person to appoint or designate a person to —

- (a) perform any function; or*
 - (b) be a member of any board, tribunal, commission, committee, council, or other similar body, whether corporate or unincorporate; or*
 - (c) be or do any other thing,*
- that person may make the appointment or designation either by appointing or designating a person by name or by appointing or designating the holder of an office by the term designating his office; and any such appointment or designation of the holder of an office shall be construed as the appointment or designation of the person from time to time holding, acting in, or lawfully performing the functions of the office.*

Delegations made by the City are to the holder of an office.

Section 49 of the *Interpretation Act 1984* provides that the officer's powers and duties may be exercised by acting officer

Where a written law confers a power or imposes a duty on the holder of a public office as such, the power may be exercised and the duty shall be performed by the person for the time being lawfully holding, acting in, or performing the functions of the office.

1.3 How this document is structured

Matters that apply generally to delegations and authorisations are set out in this introduction. As there can be differences in legislation, delegations that may be made under various Acts are set out by Act, rather than by employee or organisational structure.

While generally prohibited, some legislation does allow sub-delegation (mainly the Local Government Act) from Council to the CEO, and from the CEO to other employees. Delegations from the CEO to other employees and appointments of authorised persons are listed in other documents.

Each section of this document is structured as follows:

- Guidance notes, including any particular requirements of the enabling legislation of unusual features;
- Delegations from Council to a committee (if allowed by the enabling legislation and if the City has any committees established to deal with the power to be exercised);
- Delegations from the CEO to an employee (or other person if allowed by the enabling legislation); and
- A list of persons authorised to perform certain functions under the enabling legislation.

The individual delegations are set out as follows.

Heading
A snapshot of what it is that is delegated

Delegation from Council to CEO

Most legislation refers to a 'local government'. This heading makes it clear that in this case, this is a delegation from Council to the CEO. Under most Acts, Council can only delegate to the CEO.

Delegator: <i>Power / Duty assigned in legislation to:</i>	'Local Government' will be the entity in most cases.
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>This sets out the head of power in the Act or regulation that allows a power to be delegated; eg</i> <i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>The section or part of the Act that is being delegated; eg:</i> <i>Local Government Act 1995:</i> s.5.50 Making payments to employees in addition to contract or award.
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<i>A summary of what is delegated; eg:</i> The Chief Executive Officer is delegated the power to approve of making payment to employees in addition to their contract or Award.
Council Conditions on this Delegation:	<i>This sets out any conditions or limitations; e.g.:</i> Payments must be in accordance with Council policy 1234
Express Power to Sub-Delegate:	<i>Some legislation allows sub-delegation from the CEO to another employee and some does not.</i> <i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Delegation by CEO to other employees

Where subdelegation is allowed, this section sets out who it is to, and what additional conditions might apply.

Sub-Delegate/s: <i>Appointed by CEO</i>	
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	

Notes

This sets out any matters that might relate to the power delegated not covered above, links to policies, local laws or administrative procedures that might apply.

1.4 Exercising delegated authority

Overall requirements

Before using a delegated authority a delegate must familiarise themselves with the legislative framework, conditions and limitations relevant to the statutory power or duty that informs the decisions they will make.

The delegate must also consider and apply local laws, Council decisions, policy, procedures or standards that are relevant to the decisions they are empowered to make.

Conflicts of interest

The City requires persons to whom authority has been delegated to deal appropriately with conflicts of interest.

Section 5.71 of the *Local Government Act 1995* provides that employees must disclose interests relating to delegated functions:

5.71. Employees to disclose interests relating to delegated functions

If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and —

- (a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and*
- (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter.*

Penalty: \$10 000 or imprisonment for 2 years.

A conflict of interest arises where a personal interest is in conflict with the public interest. Delegates must disclose any conflict of interest which may require them to be removed from the decision-making process.

A delegate must ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.

A delegate may also refer the decision making back to the delegator, where they consider there is a risk or sensitivity, which makes it more appropriate for the delegator to make that decision.

The City's Code of Conduct also applies.

Requirement for annual return and disclosures by delegate

An employee to whom a duty or power is delegated under the *Local Government Act 1995* is considered a 'designated employee' under section 5.74(1) of the Act and is required to complete a primary and annual return each year.

Keeping a record of decisions made under delegated authority

In accordance with Section 5.46(3) of the *Local Government Act 1995*, a person to whom a power or duty is delegated is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Regulation 19 of the Local Government (Administration) Regulations 1996 requires a delegate to keep a written record of:

- a. how the person exercised the power or discharged the duty;
- b. when the person exercised the power or discharged the duty; and
- c. the person or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

The City has decided that this applies regardless of the enabling legislation.

A central record of decisions made under a delegation is unnecessary but a record must be kept by the person exercising the power.

A record made that complies with the City's record keeping policy (e.g. a letter or email sent in accordance with that policy) is sufficient.

Ethical and accountable decision making

Delegates are accountable for all decisions that they make and must ensure that those decisions are made with the highest of ethical and professional standards.

2 Delegations made under the *Local Government Act 1995*

The *Local Government Act 1995* (the Act) is the legislation most widely used for delegations by local governments.

The Act confers some powers directly on a CEO, and s 5.44 sets out the duties of a CEO.

This part of the register deals with delegations from Council under the Act. Under this Act, Council may delegate authority to a committee or to the CEO.

Council may place restrictions or conditions on the exercise of that power or duty such as a financial amount, to take into account a policy or direction from Council, or something particular only to the matter delegated.

Delegation from Council to a committee

Section 5.16 of the *Local Government Act 1995* allows Council to delegate by an absolute majority vote some powers and duties to certain committees. This is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Subject to sections 58 and 59 of the *Interpretation Act 1984* —

- (a) A delegation made to a committee under s5.16 has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and
- (b) Any decision to amend or revoke a delegation under this section is to be by an absolute majority.

There are limits on delegation of powers and duties to certain committees set out in s5.17:

- (1) *A local government can delegate —*
 - (a) *to a committee comprising council members only, any of the council's powers or duties under this Act except —*
 - (i) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and*
 - (ii) *any other power or duty that is prescribed;*
 - and*
 - (b) *to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and*
 - (c) *to a committee referred to in section 5.9(2)(c), (d) or (e)*, any of the local government's powers or duties that are necessary or convenient for the proper management of —*
 - (i) *the local government's property; or*
 - (ii) *an event in which the local government is involved.*
- (2) *A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f)**.*

* A committee comprising:

- (c) council members, employees and other persons; or
- (d) council members and other persons; or
- (e) employees and other persons.

** A committee comprising of other persons only.

Delegation from Council to the CEO

Section 5.42 allows Council to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act.

It cannot delegate to any other person or employee unless expressly provided for in legislation.

All delegations made by Council to the CEO must be by an absolute majority decision, and must be reviewed at least annually.

Restrictions on delegations from the Council to the CEO

Section 5.43 of the Act restricts what can be delegated by Council to the CEO:

- A power under sections 214(2), (3) or (5) of the *Planning and Development Act 2005* (which relate to a local government's powers to deal with Illegal development);
- Any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- Accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- Appointing an auditor;
- Acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- Any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100 (which relate to fees for elected members, an allowance for the Deputy Mayor, meeting fees and reimbursement of expenses, and payments for certain committee members) ;
- Borrowing money on behalf of the local government;
- Hearing or determining an objection of a kind referred to in section 9.5 (which relates to an objection or appeal in response to a decision to grant a person an authorisation under Part 3 or under any local law or regulation that is to operate as if it were a local law; or to renew, vary, or cancel an authorisation that a person has under any of those provisions);
- The power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- Any power or duty that requires the approval of the Minister or the Governor;
- Such other powers or duties as may be prescribed under the Local Government (Administration) Regulations 1996, and which are under :
 - section 7.12A(2), (3)(a) or (4) of the Act (which relate to duties of local government with respect to audits, determine if any matters raised by the audit report, require action to be taken by the local government, prepare a report addressing any matters identified as significant by the auditor in the audit report and advise the Minister); and
 - Regulations 18C and 18D which relate to the selection and appointment process for CEOs and the local government's duties in relation to a performance review of CEO.
- Regulation 6 of the Local Government (Financial Management) Regulations 1996 prohibits the delegation of the duty to conduct an internal audit to an employee (including a CEO) who has been delegated the duty of maintaining the local government's day to day accounts or financial management operations.

Delegation from the CEO to another employee

Under s5.44 the CEO may sub-delegate any of these powers and duties functions to another employee, other than the power of delegation itself.

Those delegations are also subject to any restrictions or conditions that the Council may have placed on the delegation to the CEO. The CEO may add further conditions or restrictions, and which also must be reviewed annually.

Parameters are summarised below, as are the delegations themselves. More detail about the particular sections of the Act that apply is also made under each heading.

2.1 Delegations from Council to committees

2.1.1 Delegation to Behaviour Complaints Committee

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 and 5.17 Delegation of some powers and duties to certain committees
Express Power or Duty Delegated:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> Clause 12 Dealing with a complaint Clause 13 Dismissal of complaint
Delegate:	Behaviour Complaints Committee
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to make a finding as to whether an alleged breach the subject of a complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur (<i>MCC.cl.12(1) and (3)</i>). In making any finding the Committee must also determine reasons for the finding (<i>MCC.cl.12(7)</i>). 2. Where a finding is made that a breach has occurred, authority to: <ol style="list-style-type: none"> a. take no further action (<i>MCC.cl.12(4(a))</i>); or b. prepare and implement a plan to address the behaviour of the person to whom the complaint relates (<i>MCC.cl.12(4)(b), (5) and (6)</i>). 3. Authority to dismiss a complaint and if dismissed, the Committee must also determine reasons for the dismissal (<i>MCC.cl.13(1) and (2)</i>).
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. The Committee will make decisions in accordance with the principles and specified requirements established in the Code of Conduct Behaviour Complaints Management Policy. b. That part of a Committee meeting which deals with a Complaint will be held behind closed doors in accordance with s.5.23(2)(b) of the Act. c. The Committee is prohibited from exercising this Delegation where a Committee Member in attendance at a Committee meeting is either the Complainant or Respondent to the Complaint subject of a Committee agenda item. d. In the event of (c) above, the Committee may resolve to defer consideration to a future meeting at which the conflicted Committee Member is absent.
Express Power to Sub-Delegate:	Nil.
Compliance Links:	Code of Conduct for Council Members, Committee Members and Candidates; Code of Conduct Behaviour Complaints Management Policy; and Behaviour Complaints Committee Terms of Reference
Record Keeping:	Committee Minutes shall record the details of each decision made under this delegation in accordance with the requirements of <i>Local Government (Administration) Regulation 19</i> .

Notes:

The purpose of Condition (c) and (d) is to require that a Committee Member who is identified as either the Complainant or Respondent is required to recuse themselves by notifying the Presiding Member of their intention to be an apology for the meeting at which the Complaint is an agenda item.

2.2 Delegations from Council to the CEO

2.2.1 Appointment of an acting CEO

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	Section 5.42 <i>Local Government Act 1995</i>
Express Power or Duty Delegated:	Power to appoint an Acting Chief Executive Officer under s5.36(1)(a).
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Power to appoint an Acting Chief Executive Officer under s5.36(1)(a).
Council Conditions on this Delegation:	<ul style="list-style-type: none"> • The Employee being designated a "Senior Employee", as prescribed by the Local Government Act; • Appointments being no longer than 6 weeks; • Council Members to be advised of acting Chief Executive Officer; • The acting role to be rotated between the Executive Directors of the City where practicable.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.2 Serving of notices requiring certain things to be done by owner or occupier of land

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> Sections 3.25(1) and 3.26
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer is delegated the power to: <ol style="list-style-type: none"> 1) Issue a notice in writing relating to the land requiring the person to do anything specified in Schedule 3.1, Division 1 or for the purpose of remedying or mitigating the effects of any offence prescribed in Schedule 3.1, Division 2; and 2) do anything that he considers necessary to achieve, so far as is practicable, the purpose for which the notice was given, including recovering the cost of anything it does as a debt due from the person who failed to comply with the notice.
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.3 Performing particular things on land which is not local government property

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> Section 3.27 A local government may perform its general functions of the things prescribed in Schedule 3.2 of the Act on land, even though the land is not local government property and the local government does not have consent to do it.
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer is delegated the power to carry out things prescribed in Schedule 3.2 even though the land is not local government property and the local government does not have consent to do it
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.4 Powers of entry

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to exercise powers of enter to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28]. 2. Authority to give notice of entry [s.3.32]. 3. Authority to seek and execute an entry under warrant [s.3.33]. 4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)]. 5. Authority to give notice and effect entry by opening a fence [s.3.36].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.5 Declare vehicle is abandoned vehicle wreck

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.40A(4) Abandoned vehicle wreck may be taken
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Council Conditions on this Delegation:	The declaration is to be recorded in the appropriate record to meet legislative requirements.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.6 Confiscated or uncollected goods

Guidance note

Section.3.47 of the Act specifies that s.3.58 applies to disposal of goods under s.3.47.

Note however, that the s.3.57 tender requirements do not apply to either the disposal of confiscated or uncollected goods OR the Disposal of Property under s.3.58. (s3.57 applies only to "contracts... under which another person is to supply goods or service").

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the local government. [s.3.46] 2. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 3. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.7 Disposal of sick or injured animals

Note that this delegation relates only to animals not covered by the *Dog Act 1976* or *Cat Act 2011*.

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)]. 2. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.8 Closing thoroughfares to vehicles

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: <ul style="list-style-type: none"> • give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and • consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s.3.51].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)]. b. Maintain access to adjoining land [s.3.52(3)] c. Permanent closures to be referred to Council for determination.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.9 Control of roads, reserves and certain unvested facilities*Delegation from Council to CEO*

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government <u>s3.51(3) & (4) Affected owners to be notified of certain proposals</u> <u>Land Administration Act 1997</u> <u>s46 Care, control and management of reserves</u> <u>s55(2) Property in and management etc. of roads</u>
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts. [s.3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the City that the City could do under s.5 of the <u>Parks and Reserves Act 1895</u>. [s.3.54(1)]. 3. <u>Authority to do anything for the purpose of care, control and management of a road in the district, subject to the Main Roads Act 1939 and Public Works Act 1902.</u> 4. <u>Authority to give notice of a proposal, invite submissions and consider those submissions before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land.</u> 5. <u>Authority for signing of planning applications and building permits as the owner relating to City facilities, infrastructure and land.</u>
Council Conditions on this Delegation:	Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.10 Obstruction of footpaths and thoroughfares

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1. cl.3(2)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: <ol style="list-style-type: none"> prevent damage to the footpath; or prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare. [ULP r.6(2) and (4)]. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> Where appropriate, obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. Provided evidence of sufficient Public Liability Insurance. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.

Express Power to Sub-Delegate:

Local Government Act 1995:
s.5.44 CEO may delegate some powers and duties to other employees

2.2.11 Public thoroughfares – dangerous excavations

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.12 Crossovers - construction, repair and removal

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)]. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> .
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.13 Private works on, over or under public places

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> r.17 Private works on, over, or under public places – Sch.9.1 cl.8
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)]. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Actions under this Delegation must comply with procedural requirements detailed in the Local Government (Uniform Local Provisions) Regulations 1996. b. Permission may only be granted where, the proponent has: <ol style="list-style-type: none"> i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.14 Expressions of interest for goods and services

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.15 Tenders for goods and services

Guidance notes:

Contract Variations

The Local Government ([Functions and General \) Regulations](#) (reg 21A) enables contract variations applying only to contracts formed with a successful tenderer. A delegation of reg 21A is required for the CEO (or any sub-delegate) to vary a tender contract.

Making, varying or discharging contracts formed through mechanisms other than a tender, are not subject to reg 21A. Section 9.49B9 of the Act applies to non-tender contracts and requires that any person making decisions to make, vary or discharge a contract must do so under the authority of the Local Government. Meaning there must either be an express Council resolution enabling the CEO to administer the contract OR the contract is operational in nature and may be administered by the CEO (or officers by Acting Through).

Contract Management

In addition, the CEO may assign operational responsibilities for contract administration via position descriptions or documented procedures.

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11 When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for r.18 Rejecting and accepting tenders r.20 Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to call tenders [F&G r.11(1)]. 2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine a sole supplier arrangement [F&G r.11(f)]. 3. Authority to invite tenders although not required to do so [F&G r.13]. 4. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 5. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 6. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14(5)]. 7. Authority to evaluate tenders, by written evaluation, and decide which is the most advantageous [F&G r.18(4)] and either:

	<ul style="list-style-type: none"> i. Accept, or reject tenders under a value of \$250,000 in accordance with the requirements of the Functions and General Regulations [F&G r.18(2) and (4)]; or ii. Recommend to council acceptance or rejection of all other tenders. <p>8. Authority to determine that a variation proposed is minor in context of the total goods or services sought through the invitation to tender, and to then negotiate minor variations with the successful tenderer before entering into a contract [F&G r.20(1) and (3)].</p> <p>9. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)].</p> <p>10. Authority to decline any tender [F&G r.18(5)].</p> <p>11. If the chosen tenderer is unable or unwilling to form a contract OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, authority to choose the next most advantageous tender to accept [F&G r.20(2)]</p> <p>12. Authority to:</p> <ul style="list-style-type: none"> i. Vary a contract that has been entered into with a successful tenderer, provided the variation/s do not change the scope of the original contract or increase the contract value beyond 10%. ii. Exercise an extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). [F&G r.21A]. <p>13. Authority to accept another tender where within 6-months of either accepting a tender, a contract has not been entered into OR the successful tenderer agrees to terminate the contract [F&G r.18(6) & (7)].</p>
Council Conditions on this Delegation:	<p>The invitation to tender is to be entered into the Tender Register in the prescribed manner.</p> <p>Selection criteria must be recorded in the appropriate record and comply with the requirements of the Regulations.</p> <p>Details of the minor variations must be recorded in the appropriate record.</p> <p>Details of the calling of expressions of interest must be recorded in the appropriate record and in the Tender Register.</p> <p>The delegation is subject to:</p> <ul style="list-style-type: none"> 1. tenders called to comply with Council's Policy No. 1.2.2 – “<i>Code of Tendering</i>” and Policy No. 1.2.3 – “<i>Purchasing Policy</i>”; and 2. tenders can only be invited for those goods and services identified in the Annual Budget, Plan for the Future or where the expenditure has been approved in advance by Council;
Express Power to Sub-Delegate:	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>

2.2.16 Panels of pre-qualified suppliers for goods and services

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Functions and General) Regulation 1996:</i> r.24AB Local government may establish panels of pre-qualified suppliers r.24AC(1)(b) Requirements before establishing panels of pre-qualified suppliers r.24AD(3) & (6) Requirements when inviting persons to apply to join panel of pre-qualified suppliers r.24AH(2), (3), (4) and (5) Rejecting and accepting applications to join panel of pre-qualified suppliers
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine that there is a continuing need for the goods or services proposed to be provided by a panel of pre-qualified suppliers [F&G r.24AC(1)(b)]. 2. Authority to, before inviting submissions, determine the written criteria for deciding which application should be for inclusion in a panel of pre-qualified suppliers should be accepted [F&G r.24AD(3)]. 3.. Authority to vary panel of pre-qualified supplier information after public notice inviting submissions has been given, taking reasonable steps to each person who has enquired or submitted an application is provided notice of the variation [F&G r.24AD(6)]. 4. Authority to reject an application without considering its merits, where it was submitted at a place and within the time specified, but fails to comply with any other requirement specified in the invitation [F&G r.24AH(2)]. 5. Authority to assess applications, by written evaluation of the extent to which the submission satisfies the criteria for deciding which applicants to accept, and decide which applications to accept as most advantageous [F&G r.24AH(3)]. 6. Authority to request clarification of information provided in a submission by an applicant [F&G r.24AH(4)]. 7. Authority to decline to accept any application [F&G r.24AH(5)]. 8. Authority to enter into contract, or contracts, for the supply of goods or services with a pre-qualified supplier, as part of a panel of pre-qualified suppliers for those particular goods or services [F&G r.24AJ(1)].
Council Conditions on this Delegation:	a. Panels of pre-qualified suppliers may only be established, where the total consideration under the resulting contract is \$250,000 or less and the expense is included in the adopted Annual Budget.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.17 Disposing of property

Note that s.3.57 tender requirements do not apply to the Disposal of Property under s.3.58 (s.3.57 applies only to “contracts ... under which another person is to supply goods or service”).

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to dispose of property to: <ol style="list-style-type: none"> (a) to the highest bidder at public auction [s.3.58(2)(a)]. (b) to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)] 2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required. b. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a maximum value of \$250,000 or less. c. When determining the method of disposal: <ol style="list-style-type: none"> a) Where a public auction is determined as the method of disposal: <ol style="list-style-type: none"> o Reserve price has been set by independent valuation. o Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. b) Where a public tender is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. c) Where a private treaty is determined [s.3.58(3)] as the method of disposal, authority to: <ol style="list-style-type: none"> o Negotiate the sale of the property up to a -10% variance on the valuation; and o Consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a decision are recorded. d. Where the market value of the property (other than land) is determined as being less than \$20,000 (F&G r.30(3) excluded disposal) may be undertaken: <ol style="list-style-type: none"> d) Without reference to Council for resolution; and e) In any case, be undertaken to ensure that the best value return is achieved however, where the property is

	determined as having a nil market value, then the disposal must ensure environmentally responsible disposal.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.18 Disposing of Property by Leases and Licenses

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58 Disposing of Property
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to approve and execute variation, extension, assignment, termination, surrenders, special conditions or payment schedules of an approved lease, license or management agreement for Category One (1) – Small Community Group, or Category Two (2) Sporting Clubs and Community Groups and Organisations; and 2. Authority to approve and execute any minor variations (being non-material and does not alter the substantive terms of a lease or licence), extension, assignment (including consent to a deemed assignment), termination, surrender, subletting, special conditions or payment schedules of an approved lease or licence for Category Three (3) – Commercial Entities, State and National clubs, Associations and Community Organisations; and Category (4) – Government Agencies.
Council Conditions on this Delegation:	<ol style="list-style-type: none"> 1. Requests from community or sporting groups not currently occupying a City building in Category One (1) or Category Two (2), will require a specific resolution of Council. 2. The delegation does not extend to Category Three (3) or Four (4) of the Property Management Framework. Any leases or licences in accordance with Category Three (3) or Four (4) will require a specific resolution of Council.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.19 Payments from the municipal or trust funds

Guidance notes

The difference between incurring liabilities and making payments

The following information will assist in understanding the legislative framework that informs:

- Incurring a liability as a procedural matter subject to CEO authorisations; and
- Making payments as an express (written) statutory power which is capable of being delegated.

Incurring liabilities (procedures and administrative authorities)

Incurring liabilities is not described in the Local Government Act or Regulations as an express power or duty, rather it is only described as a requirement for the Local Government and the CEO to control by developing "systems and procedures" [see FM Regs 5 and 11].

Incurring liabilities is therefore not an express (written) power or duty which is capable of being delegated. The CEO must establish systems and written procedures which give effect to compliance with legislation and purchasing policy and provide appropriate internal controls and risk mitigation for incurring liabilities.

- Issuing a requisition – a requisition is only a proposal to purchase (FM Regs 5 & 11) describing the goods or services required to enable a decision to issue a purchase order. It does not incur a liability as the goods / services may only be provided on the basis of an appropriately issued purchase order. Administrative procedures should establish which positions are authorised to issue requisitions.

A decision to issue a requisition and therefore a purchase order is informed by other, previous Council decisions, for example – the budget adopted by Council, Council decisions to approve projects or implement policies.

The decision to incur a liability where a budget provision has been made is part of implementing a Council decision and therefore accords with the CEO's duties under s.5.41(c).

- Issuing a purchase order – a purchase order creates a contract between the supplier and the local government. It incurs a liability (FM Regs.5 & 11) provided that the goods or services are ultimately supplied in accordance with the requirements specified in the purchase order. Administrative procedures should establish which positions are authorised to issue purchase orders, with pre-requisite requirements for a purchase order to only be issued, where due diligence confirms:
 - Compliance with the local governments purchasing policy;
 - The committal value of the purchase order is within an appropriate and available budget allocation; and
 - The proposed goods / services / works are within the scope of implementing a Council decision, either specific or generally.
- Using a credit or transaction card (store card, fuel card or corporate credit card) – transaction cards are a method of incurring a liability, with the goods or services received and a statement provided to the local government for acquittal on at least a monthly basis. Procedures should prescribe the positions which are authorised to used transaction cards and the limits and obligations for use for their use when incurring liabilities and the requirements for acquittal of statements to enable payment.
- Verification of a liability
 - Goods / services received – a record that evidences that the goods or services have been received in accordance with the purchase order.
 - Verification of invoice – the charges align with the accepted quote or the contracted schedule of rates as relevant, which have been checked against the record of goods / services received.

- Verification of transaction card statements – transactions accord with the card holder limits and conditions, transactions are for a proper purpose (not personal) and the goods / services obtained are within the scope of implementing a Council decision either specific or generally.

An element of the internal control is the separation of roles from employees who incur liabilities and those who make payments. This means that a person who has responsibility for incurring a liability should not also be responsible for verifying the liability or approving the relevant payment.

In addition, Council (and also through its audit committee) may form an opinion as to its satisfaction the procedures prepared in accordance with FM 11, when it undertakes its biennial review of Internal Controls in accordance with Audit Reg. 17(1)(b).

Making payments (delegated authority)

Financial Management Reg.12(1)(a) prescribes the ability for the Council to delegate to the CEO its power to make payments from the Municipal or the Trust Fund. Financial Management Reg.13 prescribes the procedural matters that the CEO must comply with if the power to make payments is delegated.

A payment can only be made, where an opinion has been formed (delegated authority decision FM Reg12(1)(a)) that the goods or services specified in the purchase order have been satisfactorily received.

Procedural reviews

Audit Regulations [r.17(1)(b) & (2)] require the CEO to review procedures and report the outcomes of the review to the Audit Committee at least once in every 3 financial years.

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make payments from the municipal or trust funds [r.12(1)(a)]. 2. Authority to transfer funds held in the Trust Fund for over 10 years to the Municipal Fund.
Council Conditions on this Delegation:	a. Authority to make payments is subject to annual budget limitations.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.20 Defer payment, grant discounts, waive fees or write off debts

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Waive a debt which is owed to the City [s.6.12(1)(b)]. 2. Grant a concession in relation to money owed to the City [s.6.12(1)(b)]. 3. Write off an amount of money owed to the City [s.6.12(1)(c)]
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. The power to waive fees or write off money is subject to the amount not exceeding \$5000. b. The power to waive fees or write off debts relating to infringements is subject to the debt not exceeding \$650. c. The power to waive or write off library fees is subject to the debt not exceeding \$50. d. This delegation is not applicable to writing off or waiving rates or service charges. e. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated continued action to recover the debt will outweigh the net value of the debt if recovered by the City.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.21 Amendment of a rate record

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.39(2)(b) Rate record
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)].
Council Conditions on this Delegation:	Delegates must comply with the requirements of s.6.40 of the Act.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.22 Agreement as to payment of rates and service charges

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.49 Agreement as to payment of rates and service charges
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Council Conditions on this Delegation:	Subject to Council Policy No. 1.2.12 – Rates and Service Charges.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.23 Determine due date for rates or service charges

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.50 Rates or service charges due and payable
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to determine the date on which rates or service charges become due and payable to the City [s.6.50].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.24 Recovery of rates or service charges

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.56 Rates or service charges recoverable in court
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.25 Recovery of rates debts – require lessee to pay rent

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.60 Local Government may require lessee to pay rent
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the City [s.6.60(2)]. 2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].
Council Conditions on this Delegation:	Subject to Council Policy No. 1.2.13 – Collection of Rates and Service Charges.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.26 Recovery of rates debts - actions to take possession of the land

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.64(1) & (3) Actions to be taken s.6.69(2) Right to pay rates, service charges and costs, and stay proceedings s.6.71 Power to transfer land to Crown or local government s.6.74 Power to have land revested in Crown if rates in arrears 3 years
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to take possession of land and hold the land against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years [s.6.64(1)], including: <ol style="list-style-type: none"> i. lease the land, or ii. sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: <ol style="list-style-type: none"> I. cause the land to be transferred to the Crown [s.6.71 and s.6.74]; or II. cause the land to be transferred to the City [s.6.71]. 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)]. 3. Authority to agree terms and conditions with a person having estate or interest in land and to accept payment of outstanding rates, service charges and costs within 7 days of and prior to the proposed sale [s.6.69(2)].
Council Conditions on this Delegation:	a. In accordance with s.6.68(3A), this delegation cannot be used where a decision relates to exercising a power of sale without having, within the previous 3-years attempted to recover the outstanding rates / charges through a court under s.6.56, as s.6.68(3A) requires that the reasons why court action has not been pursued must be recorded in Council Minutes.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.27 Rate record – objections

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.76 Grounds of objection
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)]. 2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.28 Power to invest and manage investments

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> r.19 Investments, control procedures for
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)]. 2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. All investment activity must comply with the Financial Management Regulation 19C, the City's Investment Policy and related procedures. b. A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports. c. Procedures are to be systematically documented and retained in accordance with the Plan and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. d. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit Committee at least once every 3 financial years as part of the Local Government (Audit) Regulations 1996, r.17 review. [Audit r.17]
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.29 Dealing with objections under Part 9 of *Local Government Act 1995**Delegation from Council to CEO*

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> Section 9.5(2), Section 9.6(5) and 9.9(1)(b)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer is delegated the power to: <ul style="list-style-type: none"> • receive an objection and grant an extension of time for an objection to be lodged (Section 9.5(2)). • give notice in writing of how it has been decided to dispose of the objection and the reasons for disposing of it in that way. • determine that there are reasons why the effect of a decision should not be suspended in line with the provisions of the Local Government Act 1995 Section 9.9(1)(b).
Council Conditions on this Delegation:	This delegation may not be exercised to dispose of an objection to a decision originally made by the CEO.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.30 Execution of documents

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> Section 9.49A (4) and (5)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. The Chief Executive Officer is delegated authority to sign documents in relation to the administration of leases, licences, or other land agreements. 2. The Chief Executive Officer is delegated authority to sign sponsorship or grant agreements and acquittals where the City's contribution falls within budget or is consistent with a Council resolution. 3. The Chief Executive Officer is delegated authority to provide consent and execute documents in relation to any assignment or sublease where there is a request by a lessee operating under a lease agreement. 4. The Chief Executive Officer is delegated authority to sign Memorandums of Understanding (MOU) if they satisfy the following conditions: <ol style="list-style-type: none"> a) There is no additional financial contribution in excess of existing budgets required to give effect to the City's obligations under the MOU. b) Formalises an existing working relationship between the City and a government agency or department or another local government. 5. The Chief Executive Officer is delegated authority to execute, lodge, remove, withdraw, surrender or modify relating to notifications, covenants, easements and caveats under the <i>Transfer of Land Act 1893</i>. 6. The Chief Executive Officer is delegated authority to execute easements or deeds of easement under the <i>Land Administration Act 1997</i> and/or <i>Strata Titles Act 1985</i>. 7. Documents required to satisfy conditions of subdivision and/or development approval. 8. The Chief Executive Officer is delegated authority to sign Finance Leases, Contracts, Service Level agreements, and any other agreement that does not require the Common Seal of the City.
Council Conditions on this Delegation:	Execution of all documents must be in accordance with City's Execution of Documents Policy.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.31 Appointing ~~External~~ Complaints Officer*Delegation from Council to CEO*

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s5.42 Delegation of some powers and duties to the CEO.
Express Power or Duty Delegated:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> r11(3) Complaint about alleged breach "The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawal of complaints."
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	For the CEO to appoint a an-external Complaints Officer to receive complaints and withdrawal of complaints related to the City of Vincent Code of Conduct for Council Members, Committee Members and Candidates.
Council Conditions on this Delegation:	Any appointment under this delegation excludes a current or former City of Vincent Council Member, Committee Member, candidate, or employee. Any appointed external Complaints Officer must comply with the requirements contained in the: <ul style="list-style-type: none"> • Code of Conduct for Council Members, Committee Members and Candidates; and • Code of Conduct Behaviour Complaints Management Policy
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

2.2.32 Appointment of Community Directors – Leederville Gardens

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s3.18 Performing Executive Functions
Function: <i>This is a precis only.</i> <i>Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. To run a search and selection process for each community Director to be appointed by the City; and 2. To appoint and/or reappoint one (or more) of the potential appointees to the Board
Council Conditions on this Delegation:	Selection and appointment to be undertaken in accordance with clause 18, division 3 of the Leederville Gardens Inc. Rules of Association
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

3 Local Laws

Guidance note

Any decision which has the effect of granting, renewing, varying or cancelling a permission or authorisation under a Local Law is a decision that is subject to Part 9, Division 1 of the Local Government Act (objection and appeal rights – see s.9.1) and can be referred to the State Administration Tribunal. Example Local Law decision include approving, refusing, applying a condition, varying an approval or condition or cancelling a permit.

Such decisions are deemed 'quasi-judicial' and imply substantial scope for decision outcomes to differ on each occasion that a decision is made. Therefore, as with other legislation, where a discretionary power or duty is assigned in a local law to the 'Local Government', the power or duty must be delegated to convey the authority to make decisions.

Note that imposition of a fee or charge where mentioned in a local law cannot be delegated and must be set by Council when adopting its budget under Part 6 of the Local Government Act 1995.

3.1 Administer Local Laws

3.1.1 Council to CEO – all Local Laws

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Sections 3.18 and 5.42 of the <i>Local Government Act 1995</i> All powers under City's local laws: <ul style="list-style-type: none"> • <i>Animal Local Law</i> • <i>Fencing Local Law</i> • <i>Health Local Law</i> • <i>Local Government Property Local Law</i> • <i>Parking Local Law 2023</i> • <i>Meeting Procedures Local Law</i> • <i>Trading in Public Places Local Law</i>
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for, or in connection with, performing the functions of the City under the City's local laws, including relating to: <ul style="list-style-type: none"> • Permits; • Enforcement framework; • Recovery of costs; and • Adding or changing parking restrictions.
Council Conditions on this Delegation:	Parking permits are to be issued in accordance with the City's policy number 3.9.3
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

4 Delegations made under the *Building Act 2011*

Guidance note

Decisions under this delegated authority should be either undertaken or informed by a person qualified in accordance with r.5 of the Building Regulations 2012.

The *Building Act 2011* refers to a 'permit authority', which is the local government in this instance.

4.1 ~~Grant or refuse a~~ Building P permits

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.17 Uncertified application to be considered by building surveyors. s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)]. 2. Authority to decide whether to sign a certificate of design compliance for the building or incidental structure that is the subject of the application [s.17(2) and (3)]. 3. Authority to grant or refuse to grant a building permit [s.20(1) & (2) and s.22]. 4. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and(3)]. 5. Authority to determine an application to extend time during which a building permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)]. 6. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].

Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.2 Demolition permits

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.17 Uncertified application to be considered by building surveyor s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)]. 2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22]. 3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and (3)]. 4. Authority to determine an application to extend time during which a demolition permit has effect [r.23]. <ol style="list-style-type: none"> i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)] ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)]. 5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].
Council Conditions on this Delegation:	a. The Chief Executive Officer is delegated authority to grant or refuse a Demolition Permit other than for buildings classified by the National Trust and Council's Heritage Register, pursuant to the Building Act 2011, Sections 21, 22.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.3 Occupancy permits or building approval certificates

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration <i>Building Regulations 2012</i> r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.4 Private Swimming Pool Safety Barrier Inspections

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<u>Building Act 2011:</u> <u>s.127(1) & (3) Delegation: special permit authorities and local government</u>
Express Power or Duty Delegated:	<u>Building Act 2011:</u> <u>s.100(1) Entry powers</u> <u>s.101(1) Powers after entry for compliance purposes</u> <u>s.102 Obtaining information and documents</u> <u>s.110(1) A permit authority may make a building order</u> <u>s.109 Execution of warrant</u> <u>Building Regulations 2012</u> <u>r.53 Inspection of barrier to a private swimming pool</u> <u>r.53A Charges may be imposed for inspection of barrier</u> <u>r. 69 Prescribed offences and modified penalties</u>
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> <u>1. Authority to inspect the safety barrier to a private swimming pool or spa on the days and at the intervals described in r.53(2).</u> <u>2. Authority to impose charges for the inspection of safety barrier to a private swimming pool or spa as prescribed in r.53A.</u> <u>3. Authority to execute an entry warrant for compliance purposes [s.109].</u> <u>4. Authority to make and issue a building order for compliance purposes [s.110(1)].</u> <u>5. Authority to issue and revoke infringement notices [r.69].</u>
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<u>Building Act 2011:</u> <u>s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</u>

4.44.5 Building Orders

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.112(2) Content of building order s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance s.133(1) A permit authority may commence a prosecution for an offence against this Act
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to make Building Orders in relation to: <ol style="list-style-type: none"> Building work Demolition work An existing building or incidental structure [s.110(1)]. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. Authority to issue a building order to require a person to do one or more things within a specified time period, including stopping building or demolition work and demolishing a building or structure [s. 112(2)(a)-(h)]: Authority to revoke a building order [s.117]. If there is non-compliance with a building order, authority to cause an authorised person to: <ol style="list-style-type: none"> take any action specified in the order ; or commence or complete any work specified in the order; or if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)]. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)]. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the <i>Building Act 2011</i>.
Council Conditions on this Delegation:	a. Subject to Sub-Section 112(2)(b) being conditional as follows; <i>"The Order to demolish, dismantle or remove a building or incidental structure that has been, or is being, built or occupied in suspected contravention of a provision of the Building Act 2011, SHALL only be issued where the building is assessed to be in a state that is dangerous and which cannot be easily rectified".</i>
Express Power to Sub-Delegate:	<i>Building Act 2011:</i>

	s.127(6A) CEO may delegate a power or duty to a local government employee subject to conditions.
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4.54.6 Inspection and copies of building records

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.131(2) Inspection, copies of building records
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.64.7 Referrals and issuing certificates

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.145A Local Government functions
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the City's District [s.145A(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.74.8 Private pool barrier – performance solutions

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	Building Regulations 2012: r.51 Approvals by permit authority
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.1 [r.51(2)] 2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)] 3. Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.84.9 Smoke alarms – performance solutions

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	Building Regulations 2012: r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.94.10 Designate employees as Authorised Persons

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.96(3) Authorised persons s.99(3) Limitation on powers of authorised person
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)].
Council Conditions on this Delegation:	a. Decisions under this delegated authority should be in accordance with r.5 of the Building Regulations 2012.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

4.104.11 Powers of entry*Delegation from Council to CEO*

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.100(1) Entry powers s.101(1) Powers after entry for compliance purposes s.102(1) Obtaining information and documents s.103(3) Use of force and assistance s.104(2) Directions generally s.105 Obstruction of authorised persons etc s.106(1) Entry warrant to enter place s.107(1) Issue of warrant
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> Authority to enter and remain on a place at any reasonable time for compliance purposes in relation to: <ol style="list-style-type: none"> Building work Demolition work An existing building or incidental structure Authority to conduct an inspection of a building or incidental structure including private swimming pool safety barrier [s.101(e)]; Authority to inspect the place and any thing at the place [s.101(1)(a)]; Authority to examine, measure, test, photograph or film the place and any thing at the place [s.101(1)(c)]; Authority to take any thing, or a sample of or from any thing, at the place for analysis or testing [s.101(1)(e)]; Authority to direct a person to give such information as the authorised person requires, or to answer a question put to the person, in relation to any matter the subject of the compliance purposes [s.102(1)(a)]; Authority to direct a person to produce a relevant record in the person's custody or under the person's control [s.102(1)(b)]; Authority to examine and make a copy of a relevant record produced in response to a direction under paragraph (b) [s.102(1)(c)]; Authority to direct a person to produce a relevant record in the person's custody or under the person's control [s.102(1)(b)]; Authority to request a police officer or other person to assist the authorised person in exercising powers under this Act [s.103(3)]; Authority to apply to a JP for an entry warrant authorising the entry of a place for a compliance purpose [s.106(1)]; Authority to execute a warrant by the authorised person to whom it is issued or any other authorised person [s.109(1)];

Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) CEO may delegate a power or duty to a local government employee subject to conditions.

4.114.12 Prosecutions*Delegation from Council to CEO*

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.133(1) A permit authority may commence a prosecution for an offence against this Act
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to commence a prosecution for an offence against the <i>Building Act 2011</i> [s.133(1)(b)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) – CEO may delegate this power subject to any conditions imposed on the delegation to the CEO.

4.124.13 Issue of Building Infringement Notices*Delegation from Council to CEO*

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	Regulations 70(1), 70(2) and 70(3) of the <i>Building Regulations 2012</i>
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. The power to appoint an "authorised officer" who is to have by virtue of that appointment, the power under the Criminal Procedure Act 2004 Part 2, to issue infringement notices, for offences specified under Building Regulations 2012 Schedule 6. 2. The power to appoint an "approved officer" who is to have by virtue of that appointment, the powers under the Criminal Procedure Act 2004 Part 2, to extend and withdraw infringement notices, for offences specified under Building Regulations 2012 Schedule 6. 3. Revoke an appointment under (1) or (2) at any time. 4. Give an identity card to an authorised person under (1). <p>Note: The CEO may appoint officers pursuant to the provisions identified, who then have the powers referred to, by virtue of Building Regulations 2012, Regulations 70(2) or 70(1) as applicable.</p>
Council Conditions on this Delegation:	<ol style="list-style-type: none"> (a) A person appointed under (1) or (2) must be an employee of the City. (b) A person cannot be appointed under (1) unless the person has already been authorised for the purpose of performing functions under Section 9.16 of the Local Government Act 1995. (c) A person cannot be appointed under (1) if the person holds an appointment under (2). (d) A person cannot be appointed under (2) unless the person has already been authorised for the purpose of performing functions under Section 9.19 and/or 9.20 of the Local Government Act 1995. (e) A person cannot be appointed under (2) if the person holds an appointment under (1). (f) Records of all appointments made under delegation to be kept on appropriate file or register. Statutory Power to Delegate: Building Act 2011, Section 127(6A).
Express Power to Sub-Delegate:	<i>Building Act 2011</i> Section 127 (6A) - CEO may delegate any of the CEO's powers and duties to other employees, other than power of delegation, subject to any conditions, qualifications, limitations or exceptions imposed on the delegation.

5 Delegations made under the *Fines, Penalties, and Infringement Notices Enforcement Act 1984*

5.1 Designate employees as Authorised Persons

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i>
Express Power or Duty Delegated:	Section 13(2) of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i>
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Appointment of officers as Prosecuting Officers for the purposes of the <i>Fines, Penalties and Infringement Notices Enforcement Act 1994</i> , Section 13(2).
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	

Notes:

This is not in the WALGA model, but previously 2.2 in the City's 2018/19 register, and was a list of persons authorised as designated persons under the FER Act. This delegation is to the CEO to appoint those persons on the City's behalf.

6 Delegations made under the *Strata Titles Act 1985*

6.1 Issue of approval for built strata subdivision under section 25 – Forms 24 and 26

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Strata Titles Act 1985</i> Section 25 Certificate of Commission
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Power to issue a Form 15A and Form 15C (certificate of approval) pursuant to section 25 of the <i>Strata Titles Act 1985</i> , for a plan of subdivision, re-subdivision or consolidation, except those applications that: <ul style="list-style-type: none"> (a) propose the creation of a vacant lot; (b) proposed vacant air strata's in multi-tiered strata scheme developments; (c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relating to: <ul style="list-style-type: none"> (i) a type of development; and/or (ii) land within an area, which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.
Council Conditions on this Delegation:	
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

7 Delegations made under the *Bush Fires Act 1954*

Section 48 of the *Bush Fires Act 1954* provides that:

48. Delegation by local governments

- (1) A local government may, in writing, delegate to its chief executive officer the performance of any of its functions under this Act.
- (2) Performance by the chief executive officer of a local government of a function delegated under subsection (1) —
 - (a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and
 - (b) is to be treated as performance by the local government.
- (3) A delegation under this section does not include the power to subdelegate.
- (4) Nothing in this section is to be read as limiting the ability of a local government to act through its council, members of staff or agents in the normal course of business.

Section 59 provides that a local government may delegate to its CEO, bush fire control officer, or other officer to prosecute for offences under the Act:

59. Prosecution of offences

- (1) A person authorised by the Minister, a person employed in the Department for the purposes of this Act, an authorised CALM Act officer, a member of the Police Force, or a local government, may institute and carry on proceedings against a person for an offence alleged to be committed against this Act.
- (2) The person instituting and carrying on the proceedings shall be reimbursed out of the funds of the local government within whose district the alleged offence is committed, all costs and expenses which he may incur or be put to in or about the proceedings.
- (3) A local government may, by written instrument of delegation, delegate authority generally, or in any class of case, or in any particular case, to its bush fire control officer, or other officer, to consider allegations of offences alleged to have been committed against this Act in the district of the local government and, if the delegate thinks fit, to institute and carry on proceedings in the name of the local government against any person alleged to have committed any of those offences in the district, and may pay out of its funds any costs and expenses incurred in or about the proceedings.
- (4) A local government may by written instrument cancel, or from time to time vary, any instrument of delegation conferred under subsection (3).
- (5) Notwithstanding that a local government has under subsection (3) conferred authority on a delegate, the local government is not precluded from exercising but may itself exercise the authority.

7.1 Bush Fires Act 1954 – powers and duties

Council to CEO

Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> S48 Delegation by local governments
Express Power or Duty Delegated:	All powers, duties and functions under the <i>Bush Fires Act 1954</i> .
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer is delegated the power to perform all powers, duties and functions of a Local Government under the <i>Bush Fires Act 1954</i> , including the appointment of a Bush Fire Control Officers and all authorised persons under the Act and Regulations.
Council Conditions on this Delegation:	Decisions under s17(7) (variation of prohibited burned times) must be undertake jointly by both the Mayor and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8). Excludes powers and duties that are prescribed in the Act with the requirement for a resolution by the local government.
Head of power to Sub-Delegate:	Nil – sub delegation is prohibited under s48(3) of the <i>Bush Fires Act 1954</i> .

Notes:

Previously delegation 3.3 of the City's 2018/19 register.

Council to other officers

Note that some sections of the Bush Fires Act allow a council to directly delegate power to an employee.

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> S59A(3) - Prosecution for offences under the Act
Express Power or Duty Delegated:	S59A - Prosecution for offences under the Act
Delegate:	Manager Ranger Services The power to issue infringement notices, pursuant to Section 59A under the <i>Bush Fires Act 1954</i> is delegated to: Manager Ranger Services Coordinator Ranger Services All Rangers
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The Chief Executive Officer and Manager Ranger Services are delegated the power to undertake prosecutions for offences under the <i>Bush Fires Act 1954</i> .

Council Conditions on this Delegation:	Nil. Note: s59A(3) and Bush Fires (Infringements) Regulations 1978, Reg.4(a) provide that only the Mayor or the Chief Executive Officer may withdraw an infringement notice.
Express Power to Sub-Delegate:	Nil.

CEO to other employees

Section 48(3) of the *Bush Fires Act 1954* prohibits sub-delegation.

8 Delegations made under the *Cat Act 2011*

Section 44 of the *Cat Act 2011* operates in a similar manner to the delegation provisions of the *Local Government Act 1995*:

44. Delegation by local government

- (1) *The local government may delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under another provision of this Act.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *A decision to delegate under this section is to be made by an absolute majority.*

45. Delegation by CEO of local government

- (1) *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under another provision of this Act.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 44, but in the case of such a power or duty —*
 - (a) *the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and*
 - (b) *the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.*
- (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
- (5) *In subsections (3) and (4) —*
conditions *includes qualifications, limitations or exceptions.*
- (6) *A power or duty under section 63, 64 or 65 cannot be delegated to an authorised person.*

46. Other matters relevant to delegations under this Division

- (1) *Without limiting the application of the Interpretation Act 1984 sections 58 and 59 —*
 - (a) *a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and*
 - (b) *any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*
- (2) *Nothing in this Division is to be read as preventing —*
 - (a) *a local government from performing any of its functions by acting through a person other than the CEO; or*
 - (b) *a CEO from performing any of his or her functions by acting through another person.*

47. Register of, and review of, delegations

- (1) *The CEO of a local government is to keep a register of the delegations made under this Division to the CEO and to employees of the local government.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Division is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

8.1 Delegations from Council to CEO

8.1.1 Cat registrations

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 3. Authority to cancel a cat registration [s.10]. 4. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 5. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the City's District [Regs. Sch. 3 cl.1(4)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

8.1.2 Cat control notices

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.26 Cat control notice may be given to cat owner
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the City's District [s.26].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

8.1.3 Approval to breed cats

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37(1) and (2)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.39(2)].
Council Conditions on this Delegation:	Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

8.1.4 Recovery of costs – destruction of cats

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.49(3) Authorised person may cause cat to be destroyed
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

8.1.5 Applications to keep additional cats

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat (Uniform Local Provisions) Regulations 2013:</i> r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to require any document or additional information required to determine an application [r.8(3)] 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 2. Authority to grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the Cat (Uniform Local Provisions) Regulations 2013.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

8.1.6 Reduce or waive cat registration fee

Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	Cat Regulations 2012: Schedule 3 Fees clause 1(4)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to reduce or waiver a fee payable under Schedule 3 clauses (2) or (3) in respect to any individual cat.
Council Conditions on this Delegation:	a. This delegation does NOT provide authority to determine to reduce or waiver the fees payable in regard to any <u>class of cat</u> within the District. This matter requires a Council decision in accordance with s.6.16, 6.17 and 6.18 of the <i>Local Government Act 1995</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

8.1.7 Appointment of Authorised Persons

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011: s.44 Delegation by local government</i>
Express Power or Duty Delegated:	<i>Cat Act 2011: s. 48 Authorised persons</i>
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<i>Authority to appoint authorised persons by issuing a certificate of authorisation [s.48].</i>
Council Conditions on this Delegation:	<i>Nil.</i>
Express Power to Sub-Delegate:	<i>Cat Act 2011: s.45 Delegation by CEO of local government</i>

Notes:

Previously delegation 3.1 of the City's 2018/19 register

9 Delegations made under the *Dog Act 1976*

Section 10AA of the *Dog Act 1976* provides that:

10AA. Delegation of local government powers and duties

- (1) *A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, delegate to its chief executive officer any power or duty of the local government under another provision of this Act.*
- (2) *The delegation must be in writing.*
- (3) *The delegation may expressly authorise the delegate to further delegate the power or duty.*
- (4) *A local government's chief executive officer who is exercising or performing a power or duty that has been delegated as authorised under this section, is to be taken to do so in accordance with the terms of the delegation unless the contrary is shown.*
- (5) *Nothing in this section limits the ability of a local government's chief executive officer to perform a function through an officer or agent.*

10AB. Register of, and review of, delegations

- (1) *The chief executive officer of a local government is to keep a register of —*
 - (a) *delegations made under section 10AA(1); and*
 - (b) *further delegations made under the authority of a delegation made under section 10AA(1).*
- (2) *At least once every financial year —*
 - (a) *delegations made under section 10AA(1); and*
 - (b) *further delegations made under the authority of a delegation made under section 10AA(1),*
are to be reviewed by the delegator.

The only restrictions on what can be delegated are those that require an absolute majority decision by council under s1.4 of the *Local Government Act 1995*. These are:

- Under s31 in relation to areas where dogs are prohibited:
 - (2B) *A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a place where dogs are prohibited —*
 - (a) *at all times; or*
 - (b) *at specified times.*
- And designation of dog exercise areas under s31(3A):
 - (3A) *A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.*

9.1 Refuse or cancel registration of a dog

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to determine to refuse a dog registration and refund the fee, if any [s.16(2)]. 2. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: <ol style="list-style-type: none"> i. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or ii. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or iii. the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept iv. the dog is required to be microchipped but is not microchipped; or v. the dog is a dangerous dog [s.16(3) and s.17A(2)]. 3. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the City's District [s15(4A)]. 4. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed. [s.17(4)]. <ol style="list-style-type: none"> i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed of as though it had be found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)]
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

9.2 Recovery of moneys due under the *Dog Act 1976*

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(5) Power to seize dogs
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties

9.3 Dispose of or sell dogs liable to be destroyed

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(11) Power to seize dogs
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

9.4 Declare dangerous dog

Guidance note

Section 33E also provides that this power may be exercised by an Authorised Person. If the Local Government has appointed an Authorised Person for this purpose (specified in the Certificate of Authorisation for the purposes of s.33E), then this Delegation is not required.

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

9.5 Dangerous dog declared or seized – deal with objections and determine when to revoke

Guidance note

Delegation of the s.33F power to deal with an objection to a dangerous dog declaration should not be delegated to the same person / position who is delegated / authorised to exercise s.33E powers enabling the declaration of a dangerous dog.

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1), (2) and (5) Local government may revoke declaration or proposal to destroy
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s.33F(6)]. 2. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)]. 3. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)] 4. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties

9.6 Deal with objection to notice to revoke dangerous dog declaration or destruction notice

Guidance note

Delegation of the s33H(5) power to deal with an objection should not be delegated to the same person/position who is delegated/authorised to exercise s.33H(1) and (2).

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33H(5) Local government may revoke declaration or proposal to destroy
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s.33H(5)]: (a) a notice declaring a dog to be dangerous; or (b) a notice proposing to cause a dog to be destroyed.
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

9.7 Determine recoverable expenses for dangerous dog declaration

Guidance note

This delegation does not include s33M(1)(b) as the setting of a fixed fee must be Council resolution in accordance with s.6.16 of the Local Government Act 1995.

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33M(1)(a) Local Government expenses to be recoverable
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to any maximum amount prescribed, having regard to the expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s.33H(5)].
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

9.8 Appointment of ~~Authorised Persons~~Registration Officers

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	Dog Act 1976: s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	Dog Act 1976: s.11(1) Staff and Services
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint authorised persons to exercise the powers and duties conferred on a Registration Officer by this Act [s.3]. 2. Authority to appoint authorised persons to exercise the powers conferred on an authorised person by this Act [s.11(1)].
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	Dog Act 1976: s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Delegation from CEO to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Manager Ranger Services
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to the sub-delegations.</i>	Nil.

Notes:

~~Previously delegation 3.5A (delegations from CEO to employees) of the City's 2018/19 register.~~

10 Delegations made under the *Tobacco Products Control Act 2006*

10.1 Appointment of Authorised Persons and Restricted Investigators

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 <i>Delegation of some powers or duties to the CEO</i> <i>s 21 Public Health Act 2016:</i>
Express Power or Duty Delegated:	<i>Tobacco Products Control Act 2006</i> s.77 Power to appoint restricted investigators <i>Public Health Act 2016</i> s.24 Power to appoint Authorised Officers under the <i>Public Health Act 2016</i> to act as Authorised Officers under the <i>Tobacco Products Control Act 2006</i> by virtue of clause 1 of the Glossary of the <i>Tobacco Products Control Act 2006</i> .
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint persons as restricted investigators under s77 of the <i>Tobacco Products Control Act 2006</i> 2. Authority to appoint Authorised Officers for the purposes of the <i>Tobacco Products Control Act 2006</i> by appointing Authorised Officers under section 24 of the <i>Public Health Act 2016</i>
Council Conditions on this Delegation:	The Chief Executive Officer may further delegate (sub delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
Express Power to Sub-Delegate:	s.5.44 <i>Local Government Act 1995</i> s.21(4) <i>Public Health Act 2016</i>

11 Delegations made under the *Food Act 2008*

Guidance note

References to 'CEO' in the *Food Act 2008* mean the CEO of the Department of Health. There are no powers or duties assigned to the CEO of a local government in this Act.

There is also no power of sub-delegation available. As such it is important for each delegation under this Act to be made direct to delegates who are most suitable for fulfilling the power or duty.

11.1 Determine Compensation

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Delegates:	Chief Executive Officer Executive Director Strategy and Development Manager Public Health and Built Environment
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s.56(2)]. 2. Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time. b. Compensation under this delegation may only be determined upon documented losses up to a maximum of \$5,000. Compensation requests above this value are to be reported to Council.
Express Power to Sub-Delegate:	NIL - Food Regulations 2009 do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal under s35(5) of the Act

Notes:

Previously delegations 4.1, 4.1A, 4.1B and 4.1C of the City's 2018/19 register.

11.2 Prohibition orders

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Delegate:	Chief Executive Officer Executive Director Strategy and Development Manager Public Health and Built Environment
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)]. 2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66]. 3. Authority to give written notice to proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection [s.67(4)].
Council Conditions on this Delegation:	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL - Food Regulations 2009 do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal

Notes:

11.3 Food business registrations

Head of power or Duty Delegated:	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Delegate:	Chief Executive Officer Executive Director Strategy and Development Manager Public Health and Built Environment Coordinator Environmental Health
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)]. 2. Authority to vary the conditions or cancel the registration of a food business [s.112].
Council Conditions on this Delegation:	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.
Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal The guideline to which this delegation should be informed by can be found here - https://www.health.wa.gov.au/Articles/A_E/Designation-of-authorised-officers

Notes:

11.4 Debt recovery and prosecutions

Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Head of power or Duty Delegated:	<i>Food Act 2008:</i> s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Delegate:	Chief Executive Officer Executive Director Strategy and Development Manager Public Health and Built Environment
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)]. 2. Authority to institute proceedings for an offence under the Food Act 2008 [s.125].
Council Conditions on this Delegation:	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL - Food Regulations 2009 do not provide for sub-delegation.

Notes:

11.5 Food businesses list – public access

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Regulations 2009:</i> r.51 Enforcement agency may make list of food
Delegate:	Chief Executive Officer Executive Director Strategy and Development Manager Public Health and Built Environment
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
Council Conditions on this Delegation:	In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL - Food Regulations 2009 do not provide for sub-delegation.

Notes:

11.6 Appoint Authorised Officers and Designated Officers

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint a person to be an authorised officer for the purposes of the <i>Food Act 2008</i> [s.122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the <i>Food Act 2008</i> [s.126(13)]. 3. Authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].
Council Conditions on this Delegation:	<p>In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to:</p> <ul style="list-style-type: none"> • Appointment of Authorised Officers as Meat Inspectors • Appointment of Authorised Officers • Appointment of Authorised Officers – Designated Officers only • Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer
Express Power to Sub-Delegate:	NIL - Food Regulations 2009 do not provide for sub-delegation.
Compliance Links:	<p>s.122(3) requires an Enforcement Agency to maintain a list of appointed authorised officers</p> <p>s.123(1) requires an Enforcement Agency to provide each Authorised Officer with a Certificate of Authority as prescribed</p>

Notes:

12 Delegations made under the *Graffiti Vandalism Act 2016*

References to 'CEO' in the *Graffiti Vandalism Act 2016* mean the CEO of the Department of Corrective Services. There are no powers or duties assigned to the CEO of a local government within this Act.

Sections 16 and 17 allow for a local government to delegate powers and duties to its CEO however:

- 16. Delegation by local government**
- (1) *The local government may delegate to its CEO the exercise of any of its powers or the discharge of any of its duties under another provision of this Part.*
 - (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
 - (3) *A decision to delegate under this section is to be made by an absolute majority.*
- 17. Delegation by CEO of local government**
- (1) *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under another provision of this Part other than this power of delegation.*
 - (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
 - (3) *This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 16, but in the case of such a power or duty —*
 - (a) *the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and*
 - (b) *the exercise of that power or the discharge of that duty by the CEO's delegate,**are subject to any conditions imposed by the local government on its delegation to the CEO.*
 - (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
 - (5) *In subsections (3) and (4) —*
conditions *includes qualifications, limitations or exceptions.*

12.1 Give notice requiring obliteration of graffiti

Delegations from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
Council Conditions on this Delegation:	Nil.

Express Power to Sub-Delegate:

<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

12.2 Notices – deal with objections and give effect to notices

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to deal with an objection to a notice [s.22(3)]. 2. Authority, where an objection has been lodged, to: <ol style="list-style-type: none"> i. determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and ii. to give notice to the affected person, before taking the necessary actions [s.24(3)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

12.3 Obliterate graffiti on private property

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.25(1) Local government graffiti powers on land not local government property
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
Council Conditions on this Delegation:	a. Subject to exercising Powers of Entry. b. Graffiti removal is to be undertaken in accordance with Policy 2.1.3 – Graffiti Control and Removal.
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

12.4 Powers of entry

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.28 Notice of entry s.29 Entry under warrant
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

13 Delegations made under the *Public Health Act 2016*

Guidance note

Section 21 of the *Public Health Act 2016* provides that powers may only be delegated to the CEO or an authorised officer designated under s.24 unless a Regulation enacted under the *Public Health Act 2016* specifically authorises a delegated power or duty of an enforcement agency to be further delegated.

Under s4 of the Act, 'enforcement agency' includes a local government.

13.1 Enforcement agency reports to the Chief Health Officer

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.22 Reports by and about enforcement agencies
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the City [s.22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies.

Notes:

13.2 Determine compensation for seized items

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.264 Compensation
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority, in response to an application for compensation, to determine compensation that is just and reasonable in relation to any item seized under Part 16 if there has been no contravention of the Act and the item cannot be returned or has in consequence of the seizure depreciated in value [s.264].
Council Conditions on this Delegation:	Compensation is limited to a maximum value of \$5,000 with any proposal for compensation above this value to be referred for Council's determination.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies. Note – Decisions under this delegation may be referred for review by the State Administration Tribunal

Notes:

13.3 Commence Proceedings

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.280 Commencing Proceedings
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to commence proceedings for an offence under the <i>Public Health Act 2016</i> [s.280]
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies.

Notes:

13.4 Appoint Authorised Officer or Approved Officer (Asbestos Regulations)

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Health (Asbestos) Regulations 1992:</i> r.15D(7) Infringement Notices
Express Power or Duty Delegated:	<i>Health (Asbestos) Regulations 1992:</i> r.15D(5) Infringement Notices
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 [r.15D(5)].
Council Conditions on this Delegation:	Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].
Express Power to Sub-Delegate:	Nil – the <i>Health (Asbestos) Regulations 1992</i> do not provide a power to sub-delegate.
Compliance Links:	<i>Criminal Procedure Act 2004 – Part 2</i>

Notes:

13.5 Designate Authorised Officers

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorised officers
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>1. Authority to designate a person or class of persons as authorised officers for the purposes of:</p> <ul style="list-style-type: none"> i. The <i>Public Health Act 2016</i> or other specified Act ii. Specified provisions of the <i>Public Health Act 2016</i> or other specified Act iii. Provisions of the <i>Public Health Act 2016</i> or another specified Act, other than the specified provisions of that Act. <p>Including:</p> <ul style="list-style-type: none"> a. an environmental health officer or environmental health officers as a class; OR b. a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR c. a mixture of the two. [s.24(1) and (3)].
Council Conditions on this Delegation:	<ul style="list-style-type: none"> a. Subject to each person so appointed being; <ul style="list-style-type: none"> • Appropriately qualified and experienced [s.25(1)(a)]; and • Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31]. b. A Register (list) of authorised officers is to be maintained in accordance with s.27.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the <i>Public Health Act 2016</i> specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].
Compliance Links:	<p><i>Public Health Act 2016</i></p> <p>s.20 Conditions on performance of functions by enforcement agencies</p> <p>s.25 Certain authorised officers required to have qualifications and experience.</p> <p>s.26 Further provisions relating to designations</p> <p>s.27 Lists of authorised officers to be maintained</p> <p>s.28 When designation as authorised officer ceases</p> <p>s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers</p> <p>s.30 Certificates of authority</p> <p>s.31 Issuing and production of certificate of authority for purposes of other written laws</p> <p>s.32 Certificate of authority to be returned.</p> <p>s.136 Authorised officer to produce evidence of authority</p> <p><i>Criminal Investigation Act 2006</i>, Parts 6 and 13 – refer s.245 of the <i>Public Health Act 2016</i></p> <p><i>The Criminal Code</i>, Chapter XXVI – refer s.252 of the <i>Public Health Act 2016</i></p>

14 Delegations made under the *Health (Miscellaneous Provisions) Act 1911*

Guidance note

Section 26 of the *Health (Miscellaneous Provisions) Act 1911* provides that:

26. Powers of local government

Every local government is hereby authorised and directed to carry out within its district the provisions of this Act and the regulations, local laws, and orders made thereunder:

Provided that a local government may appoint and authorise any person to be its deputy, and in that capacity to exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit from time to time to prescribe, but so that such appointment shall not affect the exercise or discharge by the local government itself of any power or function.

14.1 Discharge of powers and duties under the Act

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Health (Miscellaneous Provisions) Act 1911:</i> Section 26
Express Power or Duty Delegated:	To exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit from time to time to prescribe, but so that such appointment shall not affect the exercise or discharge by the local government itself of any power or function
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The CEO is appointed as the City's deputy under the Act to exercise and discharge all or any of the powers and functions of the local government.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	

14.2 Appoint Authorised Persons

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Health (Miscellaneous Provisions) Act 1911:</i>
Express Power or Duty Delegated:	To exercise and discharge all or any of the powers and functions of the local government for such time and subject to such conditions and limitations (if any) as the local government shall see fit from time to time to prescribe, but so that such appointment shall not affect the exercise or discharge by the local government itself of any power or function
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	The CEO may appoint authorised persons under the Act.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	

15 Appointment of authorised persons under the *Caravan Parks and Camping Grounds Act 1995*

Guidance note

There is no need for Council to delegate authority to the CEO to appoint persons to undertake certain matters under the *Caravan Parks and Camping Grounds Act 1995* as section 17 of the *Caravan Parks and Camping Grounds Act 1995* confers power directly on the CEO of a 'local government' authority' to appoint 'authorised persons'.

16 Delegations made under the *Planning and Development Act 2005*

Section 5.42 of the Local Government Act provides that:

5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
 - (a) ...
 - (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*
- * *Absolute majority required.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

Sections 214 (2), (3) and (5) of the Planning and Development Act 2005 provide that:

214. Illegal development, responsible authority's powers as to

- (1) ...
- (2) *If a development, or any part of a development, is undertaken in contravention of a planning scheme or an interim development order or in contravention of planning control area requirements, the responsible authority may give a written direction to the owner or any other person undertaking that development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements.*
- (3) *If a development has been undertaken in contravention of a planning scheme or interim development order or in contravention of planning control area requirements, the responsible authority may give a written direction to the owner or any other person who undertook the development —*
 - (a) *to remove, pull down, take up, or alter the development; and*
 - (b) *to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority.*
- (4) *The responsible authority may give directions under subsections (2) and (3)(a) and (b) in respect of the same development and in the same instrument.*
- (5) *If it appears to a responsible authority that delay in the execution of any work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order, the responsible authority may give a written direction to the person whose duty it is to execute the work to execute that work.*
- (6) ...

Regulations 81-84 of the Planning and Development (Local Planning Schemes) Regulations 2015 provide that:

81. Terms used

In this Division —

absolute majority has the meaning given in the Local Government Act 1995

section 1.4;

committee means a committee established under the Local Government Act 1995

section 5.8.

82. Delegations by local government

- (1) *The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme* other than this power of delegation.*

(2) A resolution referred to in subclause (1) must be by absolute majority of the council of the local government.

(3) The delegation must be in writing and may be general or as otherwise provided in the instrument of delegation.

83. Local government CEO may delegate powers

(1) The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.

(2) A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.

84. Other matters relevant to delegations under this Division

The Local Government Act 1995 sections 5.45 and 5.46 apply to a delegation made under this Division as if the delegation were a delegation under Part 5 Division 4 of that Act.

(*Underlining added - the effect of this is that a power can only be delegated if it exists in a local government's local planning scheme (LPS) in the first instance).

16.1 Delegations by Council to the CEO

16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	Regulations 81-84 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Express Power or Duty Delegated:	<p>Determination of an application for development approval under clause 68 of Schedule 2 of the <i>Planning and Development (Local Planning Scheme) Regulations</i>; subclause 29(2) of the <i>Metropolitan Region Scheme</i>; and subsection 31(2) of the <i>State Administrative Tribunal Act 2004</i>.</p> <p>Advertising of applications and proposals under subclauses 18(4), 23(2) and 34(4) of the City of Vincent Local Planning Scheme No. 2; Clauses 18, 50 and 64 and subclauses 66(1) and 77(3) of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>; and subclause 30(1) of the <i>Metropolitan Region Scheme</i>.</p> <p>Determining accompanying material requirements for applications for development approval, including refusal to accept an application, under Clauses 11, 63 and 85 of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>Amending or cancelling development approval, including waiving or varying a requirement in Part 8 or 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> for minor amendments and temporary works or use, under Clause 77 and subclauses 61(1)(a) and (b) (Item 17), and 61(2)(f) of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>Determining accompanying material requirements for Local Development Plans under Clause 49 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>The Chief Executive Officer is delegated the power to:</p> <ul style="list-style-type: none"> Exercise discretion, determine and apply conditions to all applications for development approval made under the City of Vincent Local Planning Scheme No. 2 and/or Metropolitan Region Scheme; Exercise discretion and affirm, vary or set aside a decision made on an application for development approval following a request by the State Administrative Tribunal for a reconsideration to be made under section 31 of the <i>State Administrative Tribunal Act 2004</i>; Determine the requirement for and extent of advertising of applications and proposals made under the City of Vincent Local Planning Scheme No. 2 and <i>Metropolitan Region Scheme</i>; Determine the type and extent of accompanying material required to be lodged with applications and proposals made under the City of Vincent Local Planning Scheme No. 2 and <i>Metropolitan Region Scheme</i> and whether an application should be accepted or rejected; Exercise discretion, determine and apply conditions to all applications to amend or cancel a development approval;

	<ul style="list-style-type: none"> • Exercise discretion, determine and apply conditions to all applications made to extend the period within which a development approved must be substantially commenced; • Exercise discretion, determine and apply conditions to all applications made under regulation 17A of the Planning and Development (Development Assessment Panels) Regulations 2011 to amend or cancel a development approval made by a Development Assessment Panel; • Waive or vary a requirement in Part 8 or Part 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> in respect of an application where that application is considered to relate to a minor amendment to the development approval; and • Determine the type and extent of accompanying material requirements, and any modifications required by Council in respect to a Local Development Plan under Part 6 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<p>The determination of applications for development approval made under City of Vincent Local Planning Scheme No. 2 and the <i>Metropolitan Region Scheme</i>.</p> <p>Reconsidering a decision when invited to do so by the State Administrative Tribunal under section 31 of the <i>State Administrative Tribunal Act 2004</i>.</p> <p>Determining the requirement for and extent of advertising of applications and proposals made under the City of Vincent Local Planning Scheme No. 2 and <i>Metropolitan Region Scheme</i>.</p> <p>Determining the type and extent of accompanying material required to be lodged with applications and proposals made under the City of Vincent Local Planning Scheme No. 2 and <i>Metropolitan Region Scheme</i> and whether an application should be accepted or not;</p> <p>The determination of applications to amend or cancel a development approval made under delegated authority or to extend the period within which the development approved must be substantially commenced.</p> <p>Waiving or varying a requirement in Part 8 or Part 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> in respect of an application where that application is considered to relate to a minor amendment to the development approval.</p> <p>Determine the type and extent of accompanying material requirements, and any modifications required by Council in respect to a Local Development Plan under Part 6 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p>
Council Conditions on this Delegation:	<ol style="list-style-type: none"> 1. This delegation does not extend to applications for development approval that propose to introduce one of the following land uses listed under Local Planning Scheme No. 2: <ol style="list-style-type: none"> a. Cinema/theatre; b. Club premises; c. Corrective institution; d. Exhibition centre; e. Hospital; f. Hotel; g. Motel; h. Nightclub; i. Place of worship; j. Reception centre; k. Residential building; l. Restricted Premises

	<p>m. Serviced apartment;</p> <p>n. Tavern, unless:</p> <ol style="list-style-type: none"> the premises is already subject to a Tavern Licence issued under the <i>Liquor Licensing Act 1985</i>; or the Tavern accommodates 120 patrons or less <p>2. This delegation does not extend to applications for development approval that propose a height of three storeys or more and do not meet the applicable Building Height deemed-to-comply standard or Acceptable Outcomes set by State Planning Policy 7.3 the Residential Design Codes in respect to the number of storeys and/or the height measured in metres;</p> <p>3. This delegation does not extend to applications for development approval that propose a new non-conforming use that is proposed to replace and effect the discontinuance of an existing non-conforming use;</p> <p>4. This delegation does not extend to applications for telecommunications infrastructure that have received one or more objections;</p> <p>5. This delegation does not extend to the approval of applications for a billboard sign or directional sign;</p> <p>6. This delegation does not extend to applications for development approval that propose demolition of any structure/building on a heritage protected place, <u>unless</u>:</p> <ol style="list-style-type: none"> The demolition aspect of the proposal is supported by a member of the City's Design Review Panel specialising in Heritage; The proposed demolition satisfies the relevant Acceptable Development criteria (or otherwise prescribed standard) of the City's local planning policies relating to heritage ; and The structure/building does not contribute towards the heritage significance of the heritage place as specified within the Statement of Significance for the place. <p>7. This delegation does not extend to applications for development approval that propose alterations and additions to a place listed on the State Register of Heritage Places, unless the works are for:</p> <ol style="list-style-type: none"> External fixtures (as defined by the Residential Design Codes); Restoration and remediation works; Internal building works; Facade upgrades and roof replacements; or Single storey additions that are located behind the front building line of the existing heritage building. <p>8. This delegation does not extend to applications for development approval that have received more than five (5) objections during the City's community consultation period unless the application is for a billboard sign or directional sign;</p> <p>9. This delegation does not extend to applications to amend a development approval that was determined by Council, unless the amendments proposed;</p> <ol style="list-style-type: none"> meet all equivalent acceptable or deemed-to-comply standards, or does not propose any further departure to previously approved variations to acceptable or deemed-to-comply standards, set out in the City's Local Planning Policies; meet all of the deemed-to-comply standards or element objectives and acceptable outcomes, or does not propose any further departure to previously approved variations to deemed-to-comply standards, or element objectives and
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	<p>acceptable outcomes, as set out in State Planning Policy 7.3-the Residential Design Codes; and</p> <p>c. would not change the impact of any condition imposed and would not change the substantial commencement period of the approved development.</p> <p>10. This delegation does not extend to requests from the State Administrative Tribunal for a reconsideration of a Council decision under section 31 of the <i>State Administrative Tribunal Act 2004</i>;</p> <p>11. This delegation does not extend to applications for development approval that propose more than three (3) 'Dwellings (Grouped)' or 'Dwellings (Multiple)' and do not meet the deemed-to-comply standards or acceptable outcomes in relation to car parking of State Planning Policy 7.3-the Residential Design Codes; and</p> <p>12. This delegation does not extend to applications for development approval that propose permanent structures on City owned or managed land, except where:</p> <p>a. The structure is an awning, or</p> <p>b. The structure is for a ground anchor; or</p> <p>c. The structure is for an encroachment which:</p> <p>i. is an architectural feature and does not encroach by greater than 250 millimetres; or</p> <p>ii. is a window or shutter that encroaches on a road or public space by no more than 50 millimetres when open, and is at least 2.75 metres above the ground level;</p> <p>as outlined in the Minister's for Land's authorisations.</p>
Express Power to Sub-Delegate:	

16.1.2 Deal with illegal development under s214 of the Act

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: <ol style="list-style-type: none"> (a) to remove, pull down, take up, or alter the development; and (b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	Any expenses incurred by the City in carrying out the works specified in a direction notice shall be recovered from the person to whom the direction was given.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

16.1.3 Enforce compliance with a direction issued under section 214 of the Act

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Planning and Development Act 2005:</i> Section 215(1) and (2)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Enforce compliance with a written direction issued under section 214 of the <i>Planning and Development Act 2005</i> to remove, pull down, take up or alter the development, restore the land as nearly as practicable to its condition immediately before the development started and to recover the costs from the person the written direction was given to.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

16.1.4 Issue of heritage conservation notice under *Planning and Development (Local Planning Schemes) Regulations 2015*

Delegation from Council to CEO

Head of power to Delegate: <i>Power that enables a delegation to be made</i>	Regulations 81-84 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Reg 82 – the local government may, by resolution, delegate to a committee or a local government CEO any of the local government's powers or duties under this Scheme.
Express Power or Duty Delegated:	Clauses 13(2), (3), (4) and (5), Schedule 2 <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> – Heritage Conservation Notice
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Form the view that a heritage place is not being properly maintained and give a written notice requiring the person to carry out specified repairs to the heritage place by a specified time, being a time that is not less than 60 days after the day on which the notice is given; 2. If a person fails to comply with a heritage conservation notice, enter the heritage place and carry out the repairs specified in the notice; 3. Recover the expenses incurred in carrying out repairs as a debt due from the person to whom the notice was given, in a court of competent jurisdiction; 4. Vary a heritage conservation notice to extend the time for carrying out the specified repairs; and 5. Revoke a heritage conservation notice.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i> Reg 83 - CEO may delegate any of the CEO's powers and duties to other employees, other than power of delegation

Revisions














Review	Council Item	CM Ref	Details
25/06/2019	OMC - 12.5 Minutes	D19/92612	Annual review of Council delegations
08/07/2019	Administrative	D19/95056	Review and appointment of sub-delegations and authorisations.
03/09/2019	Administrative	D19/124944	Update of authorised officers. Approval of sub-delegation clause 2.4.10 to Manager Public Health and Built Environment . Extended CEO delegations to Executive Directors and Managers – Clause 2.4.11.
17/09/2019	OMC - 12.5 Minutes	D19/140608	Amendments to Council Delegations: <ul style="list-style-type: none"> • Amendment to delegations 4.4 and 10.1; • New delegations 4.10 and 17.1.3; and • Removal of delegations 2.1.1, 15.1 & 16.
24/09/2019	Administrative	D19/143297	Updated sub-delegations, authorisations and appointments
25/11/2019	Administrative	D19/181887	Position title changes <ul style="list-style-type: none"> • Executive Director Planning and Place to Executive Director Strategy and Development • Manager Regulatory Services to Manager Public Health and Built Environment • Manager Governance, Property and Contracts to Executive Manager Corporate Strategy and Governance; • Manager Asset and Design Services to Manager Asset and Engineering; and • Manger Parks and Property Services to Manager Parks and Urban Green
30/03/2020	SCM - 6.1 Minutes	D20/54046 & D20/59080	Amendments to Council delegation 16.1.1 & addition of clause 2.1.1 - Delegation to the COVID Relief and Response Committee.
21/04/2020	Administrative	D20/73202	Extension of sub-delegations and authorisations to Manager Development and Design.
23/04/2020	Administrative	D20/73371	Annual review undertaken by administration proposed amendments recommended to Council
16/06/2020	OMC – 12.1 Minutes	D20/105165	Annual review undertaken by Council. Extension of CEO Delegation 2.2.29 and clarification of condition 9 of delegation 16.1.1

18/08/2020	OMC – 12.3 & 12.4 Minutes		<p><u>Item 12.3</u></p> <p>Council revoked its delegation to grant licences under regulation 17 of the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> to the COVID-19 Relief and Recovery Committee. Function removed from clause 2.1.1.</p> <p><u>Item 12.4 – New delegation – 16.1.4 - Issue of Heritage Conservation Notice</u></p> <p>Council delegated to the CEO the power to issue a heritage conservation notice under clause 13(2), (3), (4) and (5) of Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>Renumbered appointment of Authorised Persons under the <i>Planning and Development Act 2005</i> & LPS to 16.1.5 (previously 16.1.4)</p>
17/11/2020	OMC – 11.2 Minutes		<p><u>New delegation - 2.2.18 - Leases and licences to Small Community Groups, Sporting Clubs and Community Groups and Organisations in accordance with the Property Management Framework</u></p> <p>Council delegated to the CEO the power to dispose of property in accordance with section 3.58 of the <i>Local Government Act 1995</i></p> <p>Existing delegations 2.2.18 to 2.2.30 renumbered 2.2.19 to 2.2.31 accordingly.</p>
22/04/2021		D21/6734 D21/1169263 and D21/116707	Annual review undertaken by administration proposed amendments from CEO reviewed proposed amendments for Council recommended.
22/06/2021	OMC – 12.5 Minutes		<p>Annual review undertaken by Council</p> <p>16.1.1 - Extended the delegation function to determining accompanying material requirements for Local Development Plans under Clause 49 of the Planning and Development (Local Planning Schemes) Regulations 2015 including the type and extent of accompanying material requirements. Updated conditions 1, 2, and 6 of this delegation and approved new conditions 9c and 12.</p> <p>Removed extension of the following delegations made under the Food Act 2008 from Manager Development and Design. These being delegation 11.1, 11.2, 11.3 and 11.4</p>
20/08/2021	Administrative	D21/148376	Position title correction - Manager Asset and Engineering updated to Manager Engineering

12/10/2021	OMC – 9.6 Minutes		<p><u>New delegation 4.11 - Issue of Building Infringement Notices</u></p> <p>Council delegated to the CEO the power to appoint “authorised officers” to issue infringement notices, for offences, “approved officers” to extend and withdraw infringement notices, the power to revoke an appointment, to issue an identity card to an authorised person.</p> <p>Existing clause 4.11 - List of Authorised Persons under the Building Act 2011 renumbered to 4.12 accordingly.</p>
14/12/2021	OMC – 9.15 Minutes	D21/229940	<p><u>New delegation 2.1.2 - Behaviour Complaints Committee</u></p> <p>Council delegated to the Behaviour Complaints Committee authority to deal with complaints in accordance with clause 12 and 13 of the <i>Local Government (Model Code of Conduct) Regulations 2021</i>.</p> <p><u>New delegation 2.2.31 – Appointing External Complaints Officer</u></p> <p>Council delegated to the CEO authority to appoint an external Complaints Officer to receive complaints and withdraw complaints related to the City of Vincent Code of Conduct for Council Members, Committee Members and Candidates.</p> <p>Delegation 2.2.31 - Appointment of Authorised Persons re-numbered to delegation 2.2.32</p>
24/03/2022	EMC – 5.2	D22/50860	Annual review undertaken by administration proposed amendments to sub-delegations and authorisations approved. D22/41677
17/05/2022	OMC – 12.1 Minutes	D22/84449	Annual review undertaken by Council (see report for amendments)
24/05/2022	Administrative	D22/89013	Approval of sub-delegation 2.2.32 - Appointment of Community Directors – Leederville Gardens to Executive Manager Corporate Strategy and Governance
24/05/2022	Administrative		Delegation 2.3.7 - Information to be available to the public. Regulations 29(2) and (3) of the <i>Local Government Administration Regulations 1996</i> deleted in accordance with the <i>Local Government Regulations Amendment Regulations (No. 2) 2020</i> .
15/09/2022	Administrative	D22/161123	Delegated powers under section 3.18 of the Local Government Act 1995 for the purpose of administering all powers under the Local Government Property Local Law extended to Manager Engineering & Manager Parks and Urban Green. Delegation and authorisation extended to new role of manager City Buildings and Asset Management.

04/11/2022	Administrative	D22/181771	Position title change – Executive Manager Financial Services to Chief Financial Officer
22/11/2022	Administrative	D22/111860, D22/130999 & D22/203610	Position title change – Compliance Officers to Development Compliance Officers
16/03/2023	EMC – 5.5	D23/34733	Annual review undertaken by administration proposed amendments to sub-delegations and authorisations approved D23/47070
20/06/2023	OMC – 12.1 Minutes	D23/88116	Annual review undertaken by Council (see report for amendments)
19/10/2023	EMC – 5.6	D23/194849	A list of approved staff purchase limits included as item 2.4.1

8.4 INFORMATION BULLETIN

- Attachments:**
1. **Unconfirmed Minutes of the Catalina Regional Council - held on 18 April 2024** [↓](#) 
 2. **Unconfirmed Minutes of the Sustainability and Transport Advisory Group 14 March 2024** [↓](#) 
 3. **Statistics for Development Services Applications as at the end of April 2024** [↓](#) 
 4. **Register of Legal Action and Prosecutions Monthly - Confidential**
 5. **Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 6 May 2024** [↓](#) 
 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. **Unrecoverable Parking Infringements Write-Off** [↓](#) 
 9. **Council Meeting Statistics** [↓](#) 
 10. **Register of Petitions - Progress Report - May 2024** [↓](#) 
 11. **Register of Notices of Motion - Progress Report - May 2024** [↓](#) 
 12. **Register of Reports to be Actioned - Progress Report - May 2024** [↓](#) 
 13. **Council Workshop Items since 10 April 2024** [↓](#) 
 14. **Council Briefing Notes - 16 April 2024** [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated May 2024.



Ordinary Meeting of Council

Thursday 18 April 2024

MINUTES

Held Electronically

These Minutes were confirmed as a true and correct record of proceedings at a meeting held on 20 June 2024.

Signature:
Chair

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

Minutes Ordinary Meeting of Council – 18 April 2023

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Minutes Ordinary Meeting of Council – 18 April 2023

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 Phillip Vinciullo Cr Adrian Hill
City of Perth	Cr Brent Fleeton	Cr Viktor Ko
City of Stirling	Cr Tony Krsticevic (CHAIR) Cr Suzanne Migdale Cr David Lagan Cr Karlo Perkovic	Cr Teresa Olow Cr Rob Papparde
Town of Victoria Park	Cr Claire Anderson	Cr Bronwyn Iffe
City of Vincent	Cr Ashley Wallace	Cr Suzanne Worner
City of Wanneroo	Cr Helen Berry Cr Sonet Coetzee	Cr Phil Bedworth Cr Vinh Nguyen

Minutes Ordinary Meeting of Council – 18 April 2023

PRESENT

Chair	Cr Tony Krsticevic
Councillors	Cr Claire Anderson Cr Helen Berry Cr John Chester Cr Sonet Coetzee Cr Jane Cutler (joined meeting at 6:36pm) Cr Lewis Hutton Cr David Lagan Cr Suzanne Migdale Cr Karlo Perkovic Cr Ashley Wallace
Alternate Members	Nil
Staff	Mr Chris Adams (Chief Executive Officer) Ms Vickie Wesolowski (Executive Assistant/Office Manager)
Apologies Councillors	Cr Brent Fleeton
Leave of Absence	Nil
Absent	Nil
Consultants	Mr Drew Tomkins (Satterley Property Group)
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

Minutes Ordinary Meeting of Council – 18 April 2023

1. OFFICIAL OPENING

The Chair declared the meeting open at 6:05pm.

2. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cr Brent Fleeton

3. DISCLOSURE OF INTERESTS

Nil

4. PUBLIC STATEMENT/QUESTION TIME

Nil

5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil

6. PETITIONS

Nil

7. CONFIRMATION OF MINUTES

Moved Cr Perkov, Seconded Cr Wallace.

That the Council CONFIRMS and the Chair signs the minutes from the Ordinary Meeting of Council held 15 February 2024 as a true and accurate record of proceedings.

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

8. BUSINESS ARISING FROM MINUTES

Nil

Minutes Ordinary Meeting of Council – 18 April 2023

9. ADMINISTRATION REPORTS AS PRESENTED**9.1 BUSINESS REPORT – AS AT 31 MARCH 2024**

Moved Cr Chester, Seconded Cr Migdale.

That the Council RECEIVES the Business Report for the period ending 31 March 2024.

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

9.2 STATEMENT OF FINANCIAL ACTIVITY - FEBRUARY 2024

Moved Cr Migdale, Seconded Cr Berry.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 29 February 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED - FEBRUARY 2024

Moved Cr Migdale, Seconded Cr Berry.

That the Council:

- 1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for February 2024 - \$2,334,319.95**
- 2. APPROVES the Credit Card Statement for February 2024.**

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

9.4 LIST OF MONTHLY ACCOUNTS SUBMITTED - MARCH 2024

Moved Cr Migdale, Seconded Cr Berry.

That the Council:

- 1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for March 2024 - \$3,022,575.62**

Minutes Ordinary Meeting of Council – 18 April 2023

2. APPROVES the Credit Card Statement for March 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 31 MARCH 2024

Moved Cr Chester, Seconded Cr Wallace.

That the Council RECEIVES the Sales and Settlement Report for the period ending 31 March 2024.

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

9.6 PROJECT FINANCIAL REPORT – JANUARY 2024

Moved Cr Migdale, Seconded Cr Anderson.

That the Council RECEIVES the Project Financial Report (January 2024) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

9.7 PROJECT FINANCIAL REPORT – FEBRUARY 2024

Moved Cr Migdale, Seconded Cr Perkov.

That the Council RECEIVES the Project Financial Report (February 2024) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Bedworth, Chester, Coetzee, Cutler, Hutton, Krsticevic, Lagan, Migdale, and Perkov.

Against: Nil.

Minutes Ordinary Meeting of Council – 18 April 2023

9.8 STATEMENT OF FINANCIAL ACTIVITY - MARCH 2024 – LATE ITEM

Moved Cr Migdale, Seconded Cr Berry.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 March 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

10. COMMITTEE REPORTS**AUDIT AND RISK COMMITTEE (11 APRIL 2024)****10.1 2024/2025 DRAFT BUDGET ASSUMPTIONS**

Moved Cr Migdale, Seconded Cr Wallace.

That the Council SUPPORTS utilising the budget assumptions as listed in the Comments section of this report as the basis for preparation of the CRC 2024/2025 Budget.

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Bedworth, Chester, Coetzee, Cutler, Hutton, Krsticevic, Lagan, Migdale, and Perkov.

Against: Nil.

10.2 REGULATION 17 REVIEW - SYSTEMS AND PROCEDURES

Moved Cr Migdale, Seconded Cr Lagan.

That the Council NOTE:

- 1. The findings of the CEO's review of the Catalina Regional Council's (CRC) risk management, internal controls and legislative compliance as detailed in this report (Reg 17 Review).**
- 2. That the CEO's review found that:**
 - **A high level of understanding of risk and compliance exist within the CRC staff;**
 - **The CRC's internal systems, policies and protocols to manage risk and compliance are appropriate for an organisation of the size, scale and complexity of the CRC;**
 - **Further work is required to develop internal procedures and checklists to ensure that compliance is maintained/achieved at all times and to ensure that corporate knowledge re systems operations is stored/retained.**

The Motion was put and declared CARRIED (10/0) by exception resolution.

Minutes Ordinary Meeting of Council – 18 April 2023

For: Councillors Anderson, Bedworth, Chester, Coetzee, Cutler, Hutton, Krsticevic, Lagan, Migdale, and Perkov.

Against: Nil.

10.3 REVIEW OF FRAUD AND CORRUPTION POLICY

Moved Cr Migdale, Seconded Cr Lagan.

That the Council:

- 1. DELETES the Information and Technology Acceptable Use Policy.**
- 2. RE-ADOPTS the Legislative Compliance Policy unchanged with the exception of updating references to TPRC with CRC. Policy to be reviewed in two years.**
- 3. RE-ADOPTS Procurement Policy unchanged with the exception of updating references to TPRC with CRC. Policy to be reviewed in two years.**

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Bedworth, Chester, Coetzee, Cutler, Hutton, Krsticevic, Lagan, Migdale, and Perkov.

Against: Nil.

11. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

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

Nil

13. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

14. GENERAL BUSINESS

Nil

15. DECISION TO MOVE INTO CONFIDENTIAL SESSION

Moved Cr Wallace, Seconded Cr Coetzee.

That Item 15.1 – TENDER - DESIGN AND CONSTRUCTION OF THE CATALINA GREEN SUSTAINABILITY DEMONSTRATION HOME (03/2024) be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the Local Government Act 1995,

Minutes Ordinary Meeting of Council – 18 April 2023

which permits the meeting to be closed to the public for business relating to the following:

- c) *A contract entered into, or which may be entered into, by the CRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*
- e) *A matter that if disclosed, would reveal –*
 - i. Information that has a commercial value to a person; or*
 - ii. Information about the business, professional, commercial, or financial affairs of a person where the information is held by, or is about, a person other than the CRC (section 5.23(2)(e)).*

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Berry, Chester, Coetzee, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

At 6:29pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 15.1.

Cr Cutler joined the meeting at 6:36pm.

15.1 CONFIDENTIAL: TENDER - DESIGN AND CONSTRUCTION OF THE CATALINA GREEN SUSTAINABILITY DEMONSTRATION HOME (03/2024)

Moved Cr Chester, Seconded Cr Berry.

That the Council:

- 1. PROCEEDS with the confidential recommendation as outlined in the Confidential Agenda.**
- 2. RESOLVES that this report, attachments and resolution remain confidential in accordance with section 5.23(2)(c) and (e) of the *Local Government Act 1995*.**

The Motion was put and declared CARRIED (7/4).

For: Councillors Anderson, Berry, Chester, Coetzee, Cutler, Krsticevic and Wallace.

Against: Councillors Hutton, Lagan, Migdale and Perkov.

Moved Cr Migdale, Seconded Cr Berry.

That the meeting be REOPENED to the public.

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

For: Councillors Anderson, Berry, Chester, Coetzee, Cutler, Hutton, Krsticevic, Lagan, Migdale, Perkov and Wallace.

Against: Nil.

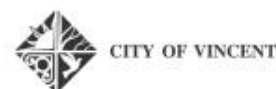
At 6:48pm the meeting was reopened to the public.

Minutes Ordinary Meeting of Council – 18 April 2023

16. FORMAL CLOSURE OF MEETING

The Chair declared the meeting closed at 6:41pm.

MINUTES



SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 14 March 2024, at 6pm

Venue:

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

Attendees:

City of Vincent Councillors

Cr La Fontaine (ALF) - Chair

Community Representatives

Barbara Pedersen (BP)

Kathryn Longden (KL)

Chris Cutress (CC)

Helen Griffiths (HG)

City of Vincent Officers

Mitchell Hoad (MH) – A/Manager Strategic Planning & Specialist Planner

Luke McGuirk (LM) Manager Engineering

David Gerrard (DG) – Coordinator Parks Strategy and Projects

Aaron Griffiths (AG) - Manager Waste and Recycling

Jenaya Shepherd (JS) – Senior Strategic Planner

Tim Elliott (TM) – Coordinator Strategic Planning

Ruth Markham (RM) – A/Manager City Buildings and Asset Management

Ciara O'Dwyer (CO) – Specialist Sustainability Advisor

1. Welcome/Declaration of Opening

Cr La Fontaine opened the meeting at 6:00pm and delivered the Acknowledgement of Country.

2. Apologies

Cr Ashley Wallace (AW)

Peter Varris (PV) - Executive Director Infrastructure and Environment

Ian Kininmonth (IK)

Emma McCallum (EM)

3. Confirmation of the Minutes

The Minutes of the meeting held on 8 February 2024 were received and confirmed as a true and correct record.

4. Business

4.1 Presentation: Sustainability overview and approach – 15 mins

JS gave an overview on Sustainability Frameworks for 2024 outlining Sustainability Delivery/Next-Gen Approach and the Sustainability Review Program for 2024.

4.2 Presentation: Next generation themes and topics – 15 mins

We need to look at what we already have and our current strategy looks at Energy, Transport, Water, Waste, Urban Greening and Biodiversity and Emissions.

We have target that sit in the corporate space and what we are responsible for delivery but we have identified a number of targets to inspire our community to deliver as well. We can advocate our targets and make sure the message is out there. We want to incentivise our community.

JS showed an example of how Melbourne and Sydney are approaching Best Practice Them and Topics.

Naming and terminology is very important to us for what we are delivering and for our community to understand what we mean.

Other examples of what other Councils are doing in this space were shown. City of Newcastle, City of Paramatta, City of Cockburn, and City of Perth.

4.3 Break

4.4 Working Session: Next generation themes and topics – 45 mins

The Workshop tonight is about identifying what the themes and topics are and not about key outcomes and targets associated with them.

JS noted that while doing the session think about what things matter to you; are there any new ones since the existing strategy was adopted. Is there a terminology or naming that you'd rather work with.

JS explained how the exercise will work. The first part will be the Themes and Topics and associated sticky notes. The second part will be 3 dots will be handed out to each person.

Green - highest priority

Blue – middle priority

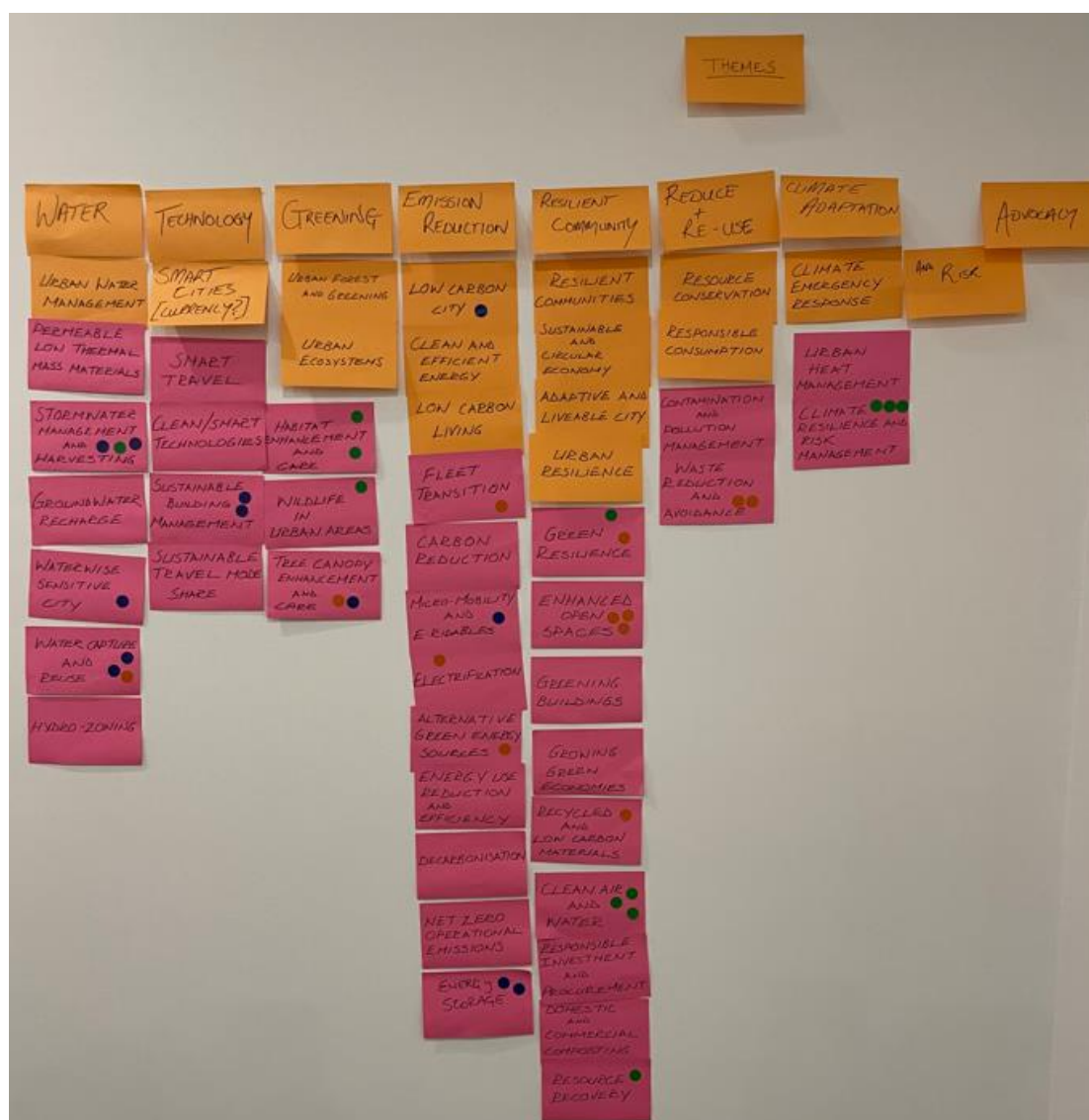
Orange – least priority

Put the dots on the topics

Facilitators are Tim and Ciara.

Tim's Group – Barbara, Chris, Luke and Ruth

Ciara's Group – Cr La Fontaine; David, Helen, Kathryn, Aaron

Group 1 Workshop (Tim)

First we will group together what is similar in the Themes and we will follow this with the Topics and undertake the same exercise, then we will prioritise our most important topics with our dots.

- Smart Cities and Climate Emergency Response and Risk.
- There are simpler terms that we want to get out into the community to understand these themes.
- Technology, Greening, all of the Carbon Reduction into Emission Reduction.
- Resilient Communities we wanted that to be one Community as a whole.
- We talked about Waste – reduce and reuse.
- Climate Adaption. Advocacy was a theme we thought was missing.
- Most important topics for the group were 'Climate resilience and risk management' and 'Clean air and water'.

Group 2 Workshop (Ciara)

3 parts to this exercise

To think about terminology.

Move them around group what you think needs to be grouped. Trying to work out big things for the strategy.

E.g. line up all the themes and group the topics under each theme.

Topics and Themes:



All these themes and topics will lead to actions for the Council and we won't be able to do everything at once so we are looking for prioritisation.

CO asked the group if we have missed anything obvious and to keep in mind what the most important thing is for you in sustainability. Most important sustainability themes/ topics for CO group were:

- Resource Recovery
- Climate resilience
- Tree Canopy
- Climate Adaptation

- Climate Resilience and risk management

CO Group Summary:

- Debate over topics and terminology (eg. Choosing low carbon living over low carbon city)
- Key thing that came through that every single thing almost intersected and we debated all of them. The terminology is optional and everyone is coming from a different lens.
- Somewhat ended up with similar groups to those that are in the Sustainable Environment Strategy.
- Terminology is difficult (eg. Micromobility, sustainable travel mode share, smart travel)
- LM commented that when first looking at these themes they can be separated but when you talk about it you can group them together.
- Climate resilience and adaptation has come through as a key theme in the STAG.

Jenaya asked if there were differences between the two groups. People view things differently and when we go out to community we'll get a layer from them as well. The themes are sort of similar but they are named differently and use different terminology.

Online Discussion (Mitch)

Themes

- Urban Forrest and Greening (UFG) at forefront. Good to push the importance of trees/canopy/shade given current PSHB issues. People don't consider this from a private property issue when removing trees but care about public realm (i.e reaction to Hyde Park).
- Urban Ecosystems (UE) not well understood in community. Important for more education about this. Could be grouped with UFG.
- Urban Water Management (UWM) is out of sight and out of mind. Example of a sump park. People notice park but don't understand the importance of the sump function.
- Waste and bin sizes is most common issue in community. People don't understand why FOGO and why small general bin, thinking waste goes to same space. More education needed about sizes where it goes. Waste avoidance could be a topic.
- Adaptive and Liveable City (ALC) is not well understood. Should address ageing in place, opportunity for people to live in one place for every life stage, strong community, accessible amenities. Requires individual and broader behaviour management.
- Gap in something which is transport related. Address safety and accessibility. Could potentially be under an existing theme or standalone. Alternative transport applies across all demographics and LGs. Critical for all socio-economic areas. Need people to make better/different decisions about getting around.
- All themes are important for different reasons.
- People would be defensive about Low Carbon Living (LCL) and Responsible Consumption (RC). Requires behavior change and people don't want to be seen as doing wrong thing. Affordability of implementing ESD initiatives is a barrier.

Topics

- All carbon-related topics could be grouped with LCL. Important to note that LCL and Low Carbon City (LCC) themes have a broad relationship but would be distinct with LCL relevant to the community and LCC relevant to the CoV.
- Tree Canopy, Habitat Enhancement, Green Resilience can all group with UFG.
- Urban Heat Management (UHM) is not well understood as to why its important. I.e Charles Street air quality and heat puts off people from walking/catching public transport. Could also group with UFG.
- Contamination and Pollution, Stormwater Management, Water Reuse can be grouped under UWM or Resource Conservation.
- Smart Travel could include public transport. Could sit under Urban Resilience or LCL.
- Community has a love/hate relationship with Smart Travel, Micro Mobility and Electrification.
- Consider fleet transition as part of transport theme.
- The list of topics covers lots of areas. The challenge is to make people care.
- Some topics will have responsibilities that are specific to CoV and others to community.
- Least achievable topics would be Decarbonisation and UHM.
- Shift towards public transport could be a topic. Car ownership is a cultural/status symbol. Recent acceptance of a shift to small cars. More car use leads to parking issues, which leads to more parking which further encourages car use and increase traffic. Car reliance is in part because of a lack of safety for walking/cycling. Traffic management required around schools.

4.5 Working Session: Community engagement – 30 mins

JS noted that Community Engagement is going to be launched this weekend. When we get responses back from the Community we will look at them all together and what we are hoping to do for our next session is revisit what we have done tonight and what came out of the Community Engagement and to look at Objectives, Goals and Targets. That will be our next step.

Not sure who said this “is there something that can be typed up from tonight’s workshop, so that we don’t forget by the time the next meeting comes around regarding the scoring of the themes in a format of tables”

Last part of tonight is to look at questionnaire that we are launching this weekend. There is a question in there that relates to the exercise that the group did tonight.

What we’re asking is the communities understanding of climate change and what is impacting them now. Trying to gauge what understanding of climate change is out there in our community and what areas of climate change is impacting them now and Vincent in the future.

There is an option in the survey that people can add anything else that they’ve thought of. The survey will be on our Imagine Vincent website.

Someone was speaking but it was not clear.

Ciara - Do you want age in the demographics?

Not sure who was speaking – “is the only platform for the survey going to be on the website”?

Jenaya – it will get marketed through our social media. In addition to that Jenaya and Ciara will be going to events to promote the survey. Kyilla Farmers Market; The Provedore Easter Market (Pisconeri) and RTRFM’s Neon Picnic. This survey will be open for six weeks.

(Barbara I think) Is there a question in there that differentiates between a resident and a visitor?

JS - Yes, that is in the first question and we will add an age bracket.

Kathryn I think - biodiversity and risk to the environment – can this be included?

Ciara – is there room in the survey to add resilience and adaptation? It could be a yes/no question.

Barbara – question to read “do you need help to improve your sustainable practice tips on improving your resilience”?

JS noted that she will keep sea level rise in to the first question. We will add in Waste Management and biodiversity and do a sweep on how things were ordered in the workshop tonight and will add an age question to the survey.

Not sure who asked this “Can Food security be added”.

6. Next Meeting

The next meeting will be held mid June.

7. Closure

The meeting closed at 8.00pm

Signed _____
Councillor (Chairperson)

Dated this _____ day of _____ 20__

Statistics for Development Applications As at the end of April 2024

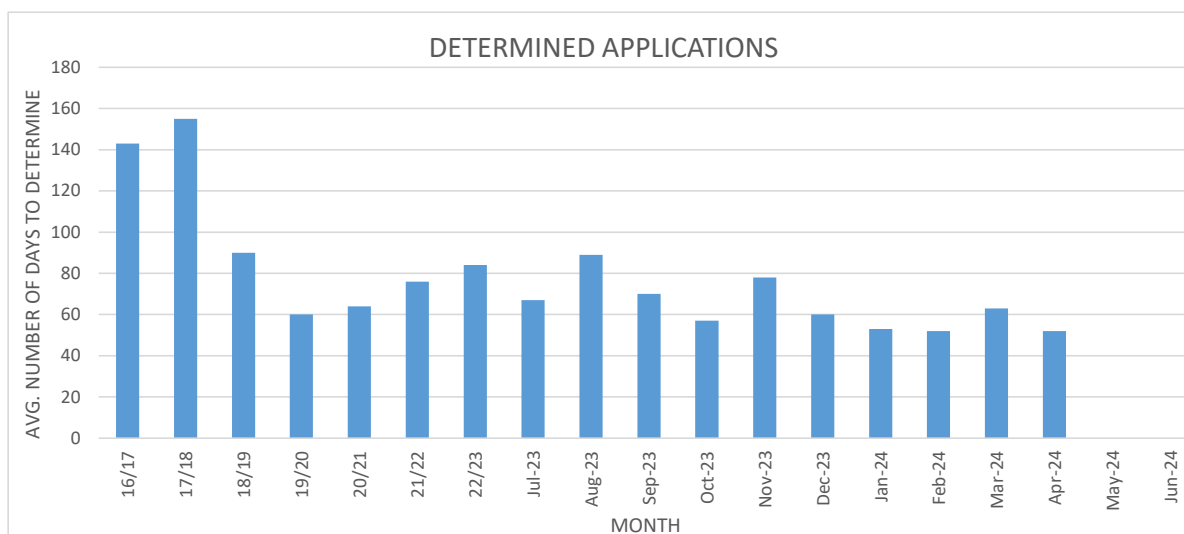
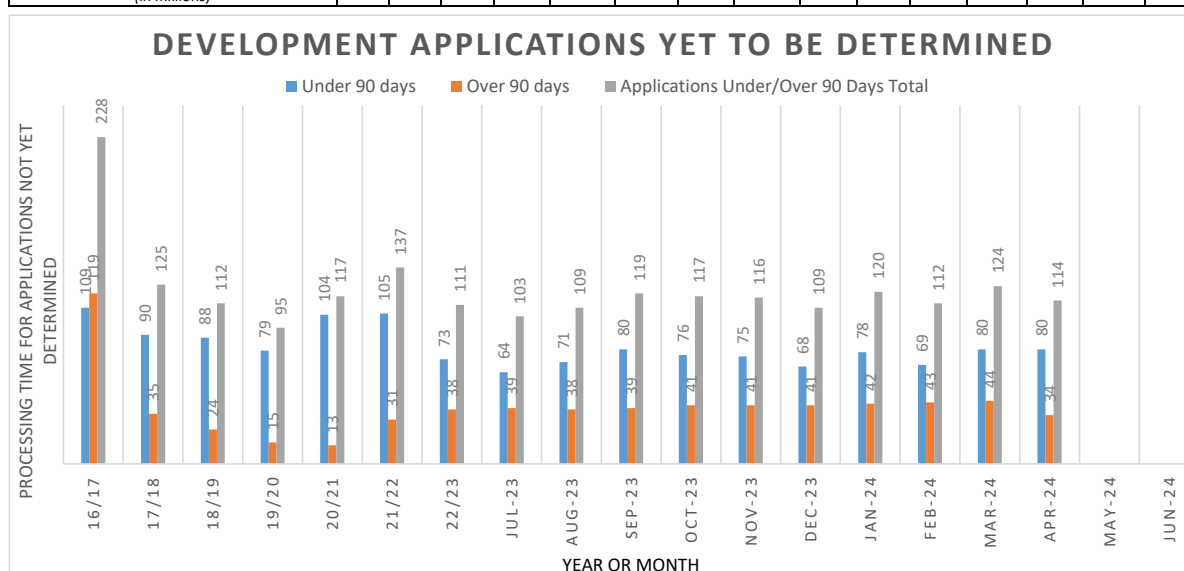


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2022.

Processing Days	16/17	17/18	18/19	19/20	20/21	21/22	22/23	Jul-23	Aug-23	Sep-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	7	5	6	1	0		
Average	143	155	85	60	64	76	84	67	89	70	57	78	60	53	52	63	52		
Maximum	924	1008	787	499	268	298	280	301	362	89	89	159	89	89	165	88	139		

	20/21	21/22	22/23	Jul-23	Aug-23	Sep-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	31	15	29	22	40		
Value of Determined DA's (in millions)	217	143	417	12.1	66.42	3.43	10.3	237.3	9.85	6.2	7.8	4.48	18.3		



	Jul-23	Aug-23	Sep-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	27	25	22	36	34		
DA's to be Determined	103	109	119	117	116	109	120	112	124	114		
Value of DA's to be Determined (in millions)	268.68	252.92	257.1	260.5	78.1	76.2	78.5	78.1	84.9	80.6		

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 6 MAY 2024**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 212-214 Lake Street, Perth (DR 223 of 2021)	19 October 2021	Hanoze Park Pty Ltd	<p>Application for review of notice issued in accordance with the <i>Health (Miscellaneous Provisions) Act 1911</i> to address odour nuisance at 7 Grams Chicken Café. Hanoze Park Pty Ltd believes the notice to be invalid.</p> <p>*****</p> <p>SAT Directions Hearings were held on 5 and 11 November 2021, and a further directions hearing held 1 March 2022. The presiding member heard submissions from the City and from the Applicant. On 20 April 2022, the Tribunal handed down their decision, affirming the decision of the City that a Notice can be given under S.184 of the <i>Health (Miscellaneous Provisions) Act 1911</i> (for a nuisance not specifically mentioned in Section 182 of that Act). The matter proceeded to confidential mediation on 5 July 2022. The session centred on a practical solution proposed by the business. The business agreed to present plans for this solution to the City to review by 2 August 2022 with a further mediation hearing scheduled for 9 August 2022. 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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>As at 30 October 2023 – matter has been listed for a final hearing, commencing 18 March 2024. SAT hearing took place between 18 – 21 March 2024. Matter has been adjourned, for a decision. Decision not expected for 2 – 3 months.</p> <p><i>Representation by: McLeods</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 6 MAY 2024**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
2.	Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023)	1 June 2023	Hidding Urban Planning/Lavan	<p>Application for review of a Development Assessment Panel decision to refuse an application for a Service Station on 3 May 2023.</p> <p>*****</p> <p>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. The applicant has yet to provide any additional information and the matter is still proceeding to the directions hearing on 2 February 2024. The directions hearing has been vacated and the matter has been listed to a further mediation on 27 February 2024. This mediation was scheduled for 6 May 2024. Following this the matter has been listed for a further mediation to be held on 2 July 2024.</p> <p><i>Representation by: DAP Executive Director</i></p>
3.	Nos. 334-336 Beaufort Street, Perth (DR 87 of 2023)	9 June 2023	Dark Knight Retail Pty Ltd t/as Evolution Bikes Australia	<p>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.</p> <p>*****</p> <p>Directions hearing held on 23 June 2023. Mediation held on 13 July 2023 and 3 November 2023. Further Directions hearings held on 17 November 2023, 24 November 2023 and 11 December 2023 to program the matter for a final hearing. The SAT issued Orders on 11 December 2023 with the following key dates for final hearing:</p> <ul style="list-style-type: none"> • 12 January 2024 – Respondent Statement of Issues, Facts and Contentions due to SAT. • 2 February 2024 – Applicant Statement of Issues, Facts and Contentions due to SAT. • 23 February 2024 – Applicant and Respondent witness statement's due to SAT. • 8 March 2024 – Respondent without prejudice draft conditions due to SAT. • 15 March 2024 – Applicant response to without prejudice conditions due to SAT. • 3 April 2024 – SAT final hearing. <p>SAT provided an oral decision on 19 April 2024 that it approved the application subject to conditions. The City is awaiting receipt of the orders and transcript confirming the decision.</p> <p><i>Representation by: Altus Planning</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 6 MAY 2024**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
4.	Nos. 37-43 Stuart Street, Perth (DR184 of 2023)	20 December 2023	Planning Solutions/Lavan	<p>Application for review of conditions of a Joint Development Assessment Panel decision to approve an application for an Unlisted Use (Community Purpose) and Alterations and Additions on 10 November 2023.</p> <p>*****</p> <p>Directions hearing vacated and mediation scheduled for 14 February 2024. Mediation held on 14 February 2024. Matter listed for a further mediation on 19 April 2024 with the applicant having provided further information for consideration on 27 March 2024. Following this mediation the SAT issued orders inviting the DAP to reconsider the application pursuant to s.31(1) of the <i>State Administrative Tribunal Act 2004</i>. The key dates associated with this are:</p> <ul style="list-style-type: none"> • The applicant is to provide additional information by 6 May 2024. • The DAP is to reconsider the application on or before 12 July 2024 (note this timeframe accounts for the meeting itself as well as the publishing of the minutes). • A further directions hearing has been scheduled for 19 July 2024. <p><i>Representation by: DAP Executive Director</i></p>
5.	Nos. 412-414 Fitzgerald Street, North Perth (DR24 of 2024)	15 February 2024	Lavan	<p>Application for review of a deemed refusal for an application to amend an approval for signage.</p> <p>*****</p> <p>Directions hearing scheduled for 1 March 2024 vacated. Mediation held on 25 March 2024. Matter listed for a further Mediation on 18 April 2024 with the applicant to provide further information by 12 April 2024. Additional Information was received on 12 April 2024 addressing the issues raised during the mediation held on 25 March 2024. On 18 April 2024, the SAT issued orders inviting the City to reconsider the application pursuant to s31(1) of the <i>State Administrative Tribunal Act 2004</i>, on or before 26 April 2024. Pursuant to s31(1), the application was reconsidered and approved under delegation, subject to conditions. The matter is currently listed for a directions hearing on 3 May 2024, pending withdrawal from the applicant.</p> <p><i>Representation by: Administration</i></p>

**METRO INNER JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 2 MAY 2024**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 168 Scarborough Beach Road, Mount Hawthorn	Rowe Group	Form 1 – Mixed Use Development	22 August 2023	Not yet scheduled	The Responsible Authority Report was submitted to the DAP on 30 April 2024. The application is scheduled to be considered by the JDAP on 14 May 2024. The City has recommended that the application be approved, and the agenda can be viewed here .
2.	No. 299 Charles Street, North Perth	Space Collective	Form 1 – Mixed Use Development	29 November 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 and will be updated upon receipt of the information requested by the City.
3.	No. 141 West Parade, Mount Lawley	Planning Solutions	Form 2 – Amendment to Mixed Use Development	6 December 2023	Not yet scheduled	The DAP Form 2 application has been withdrawn by the applicant. The application has been determined under Delegated Authority.
4.	Nos. 289-295 Vincent Street, Leederville	PTS Town Planning	Form 2 – Amendment to Mixed Use Development	11 December 2023	Not yet scheduled	The application was withdrawn on 17 April 2024 at the applicant's request.
5.	No. 195 Beaufort Street, Perth	Lateral Planning	Form 1 – Mixed Use Development	5 January 2024	Not yet scheduled	The application is currently under assessment. Responsible Authority Report is currently due on 17 May 2024.
6.	No. 538 Fitzgerald Street, North Perth	Planning Solutions	Form 2 – Amendment to Mixed Use Development	29 January 2024	Not yet scheduled	The application is currently under assessment. Responsible Authority Report is currently due on 8 May 2024.

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 2 MAY 2024

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
Nil.				

Nil items referred to the Design Review Panel in April 2024.



INFORMATION BULLETIN

SUBJECT:	Unrecoverable Parking Infringements Write-off for 3rd Quarter 2023/2024
DATE:	14 May 2024
AUTHOR:	Chris Dixon, Senior Projects & Strategy Officer, Ranger Services
AUTHORISER:	Peter Varris, Executive Director Infrastructure & Environment

PURPOSE:

To advise Council of the write-off of Parking Infringement Notices that the Fines Enforcement Registry have advised are unrecoverable for the third quarter of the 2023/2024 financial year.

BACKGROUND:

At the Ordinary Council Meeting of 12 March 2024, a report was presented on the total write-offs of parking infringements advised by the Fines Enforcement Registry for the second quarter of the 2023/2024 financial year. That report also noted that future reports would be provided on a quarterly basis.

For the third quarter of the 2023/2024 financial year, there were a total of 166 Parking Infringement Notices, valued at \$28,302.80 withdrawn as advised by the Fines Enforcement Registry that these infringements are unrecoverable, and they will no longer be pursuing payment.

While these infringements have been deemed unrecoverable and subsequently withdrawn by the Fines Enforcement Registry, it should be noted that a total infringement value of \$94,472.96 has been recovered and paid through the Fines Enforcement Registry for the period 1 January 2024 to 31 March 2024.

The unrecoverable infringements have been written off under delegated authority.

COMMENTS:

Future reports will be provided on a quarterly basis.

Please find below listing of written off infringements for the period 1 January 2024 to 31 March 2024.



INFORMATION BULLETIN

<i>Infringement No</i>	<i>FER Comment</i>	<i>Infringement Write-Off</i>
19319999	Case reg over 8 years ago	382.35
19317655	Case reg over 8 years ago	177.35
19312507	Case reg over 8 years ago	217.35
19316668	Case reg over 8 years ago	142.35
19322847	Case reg over 8 years ago	217.35
19314431	Case reg over 8 years ago	352.35
19302637	Case reg over 8 years ago	177.35
19489057	Case reg over 4 years ago	180.55
19318842	Case reg over 8 years ago	177.35
19314471	Case reg over 8 years ago	177.35
19319633	Case reg over 8 years ago	152.35
19466685	Case reg over 4 years ago	180.55
19300579	Case reg over 8 years ago	142.35
19320853	Case reg over 8 years ago	152.35
19322841	Case reg over 8 years ago	152.35
19305159	Case reg over 4 years ago	149.9
19438815	Case reg over 4 years ago	220.55
19318912	Case reg over 8 years ago	142.35
19426888	Case reg over 4 years ago	180.55
19312528	Case reg over 8 years ago	142.35
19315759	Case reg over 8 years ago	152.35
19321843	Case reg over 8 years ago	142.35
19315614	Case reg over 8 years ago	152.35
19452385	Case reg over 4 years ago	245.55
19470319	Case reg over 4 years ago	170.55
19316942	Case reg over 8 years ago	152.35
19319139	Case reg over 8 years ago	152.35



CITY OF VINCENT

INFORMATION BULLETIN

19323288	Case reg over 8 years ago	142.35
19322964	Case reg over 8 years ago	142.35
19316867	Case reg over 8 years ago	217.35
19321536	Case reg over 8 years ago	152.35
19318925	Case reg over 8 years ago	142.35
19323551	Case reg over 8 years ago	152.35
19322152	Case reg over 8 years ago	142.35
19417958	Case reg over 4 years ago	205.55
19319634	Case reg over 8 years ago	152.35
19302652	Case reg over 8 years ago	152.35
19323661	Case reg over 8 years ago	152.35
19316836	Case reg over 8 years ago	177.35
19322209	Case reg over 8 years ago	152.35
19314496	Case reg over 8 years ago	142.35
19315845	Case reg over 8 years ago	142.35
19315190	Case reg over 8 years ago	177.35
19297317	Case reg over 8 years ago	152.35
19323485	Case reg over 8 years ago	142.35
19309246	Case reg over 8 years ago	177.35
19451785	Case reg over 4 years ago	180.55
19302703	Case reg over 8 years ago	142.35
19315164	Case reg over 8 years ago	217.35
19316701	Case reg over 8 years ago	152.35
19321528	Case reg over 8 years ago	152.35
19323524	Case reg over 8 years ago	142.35
19321825	Case reg over 8 years ago	192.35
19302701	Case reg over 8 years ago	142.35
19600123	Case reg over 4 years ago	180.55



INFORMATION BULLETIN

19323511	Case reg over 8 years ago	152.35
19315964	Case reg over 8 years ago	352.35
19323518	Case reg over 8 years ago	152.35
19316778	Case reg over 8 years ago	152.35
19295727	Case reg over 8 years ago	152.35
19317900	Case reg over 8 years ago	142.35
19315739	Case reg over 8 years ago	352.35
19322256	Case reg over 8 years ago	152.35
19321930	Case reg over 8 years ago	142.35
19284257	Case reg over 8 years ago	132.55
19283199	Case reg over 8 years ago	132.55
19309843	Case reg over 8 years ago	139.1
19306697	Case reg over 8 years ago	8.3
19306844	Case reg over 8 years ago	149.1
19311639	Case reg over 8 years ago	139.1
19313063	Case reg over 8 years ago	149.1
19314819	Case reg over 8 years ago	149.1
19308884	Case reg over 8 years ago	214.1
19301951	Case reg over 8 years ago	143.7
19277776	Case reg over 8 years ago	40.35
19313181	Case reg over 8 years ago	150.6
19307690	Case reg over 8 years ago	152.35
19311500	Case reg over 8 years ago	150.6
19314178	Case reg over 8 years ago	150.6
19318510	Case reg over 8 years ago	152.35
19314348	Case reg over 8 years ago	150.6
19315437	Case reg over 8 years ago	150.6
19312305	Case reg over 8 years ago	215.6



CITY OF VINCENT

INFORMATION BULLETIN

19318226	Case reg over 8 years ago	152.35
19313271	Case reg over 8 years ago	217.35
19314710	Case reg over 8 years ago	177.35
19312318	Case reg over 8 years ago	380.6
19316604	Case reg over 4 years ago	142.35
19316337	Case reg over 8 years ago	217.35
19322413	Case reg over 8 years ago	217.35
19318596	Case reg over 8 years ago	177.35
19322483	Case reg over 8 years ago	152.35
19312433	Case reg over 8 years ago	177.35
19302579	Case reg over 8 years ago	152.35
19319045	Case reg over 8 years ago	142.35
19305373	Case reg over 8 years ago	177.35
19319836	Case reg over 8 years ago	177.35
19309534	Case reg over 8 years ago	150.6
19309614	Case reg over 8 years ago	142.35
19319896	Case reg over 8 years ago	142.35
19311443	Case reg over 8 years ago	150.6
19298953	Case reg over 8 years ago	133.7
19302012	Case reg over 8 years ago	143.7
19305401	Case reg over 8 years ago	168.7
19290739	Case reg over 8 years ago	168.7
19278292	Case reg over 4 years ago	128
19278307	Case reg over 4 years ago	128
19282011	Case reg over 4 years ago	203
19272575	Case reg over 4 years ago	203
19269741	Case reg over 4 years ago	193
19275893	Case reg over 8 years ago	138



CITY OF VINCENT

INFORMATION BULLETIN

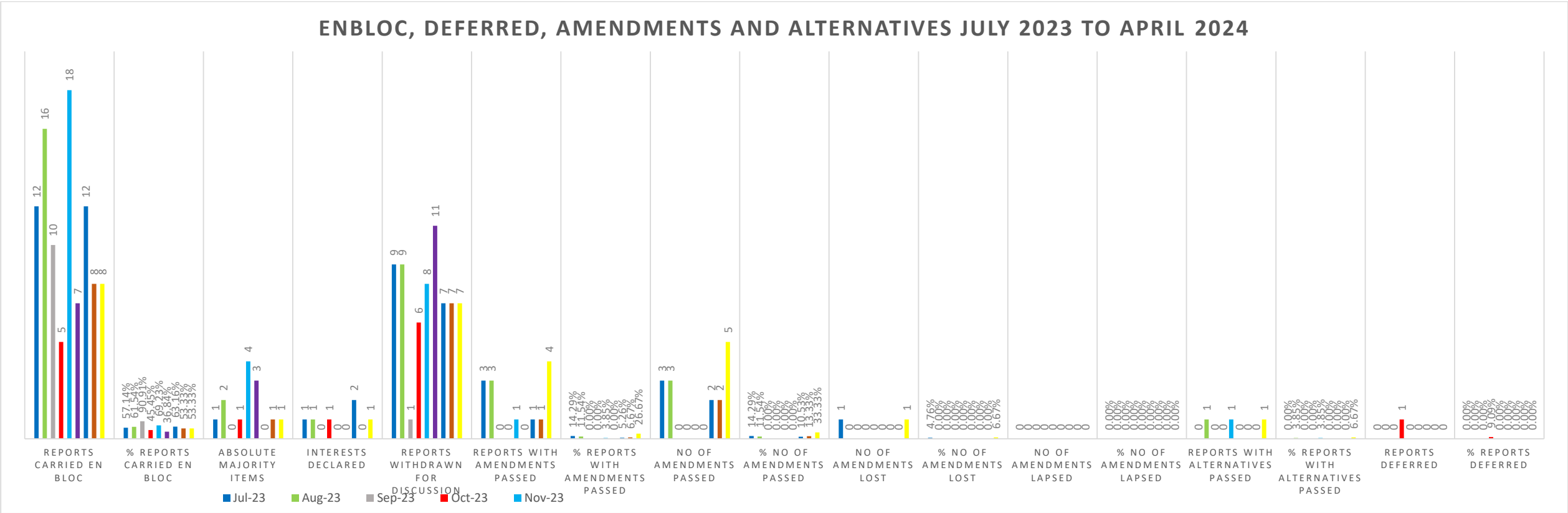
19213852	Case reg over 8 years ago	193
19220655	Case reg over 8 years ago	118
19252976	Case reg over 8 years ago	193
19242348	Case reg over 8 years ago	128
19241655	Case reg over 8 years ago	0
19265080	Case reg over 4 years ago	118
19265591	Case reg over 8 years ago	128
19279687	Case reg over 8 years ago	128
19267596	Case reg over 4 years ago	128
19322129	Case reg over 8 years ago	142.35
19324211	Case reg over 8 years ago	217.35
19315916	Case reg over 8 years ago	217.35
19311803	Case reg over 8 years ago	177.35
19323885	Case reg over 8 years ago	217.35
19489070	Case reg over 4 years ago	180.55
19323800	Case reg over 8 years ago	142.35
19319613	Case reg over 8 years ago	152.35
19311388	Case reg over 8 years ago	142.35
19318954	Case reg over 8 years ago	177.35
19322397	Case reg over 8 years ago	152.35
19328265	Case reg over 8 years ago	217.35
19319900	Case reg over 8 years ago	152.35
19318829	Case reg over 8 years ago	152.35
19317648	Case reg over 8 years ago	177.35
19320933	Case reg over 8 years ago	152.35
19316210	Case reg over 8 years ago	352.35
19325612	Case reg over 8 years ago	142.35
19310660	Case reg over 8 years ago	142.35

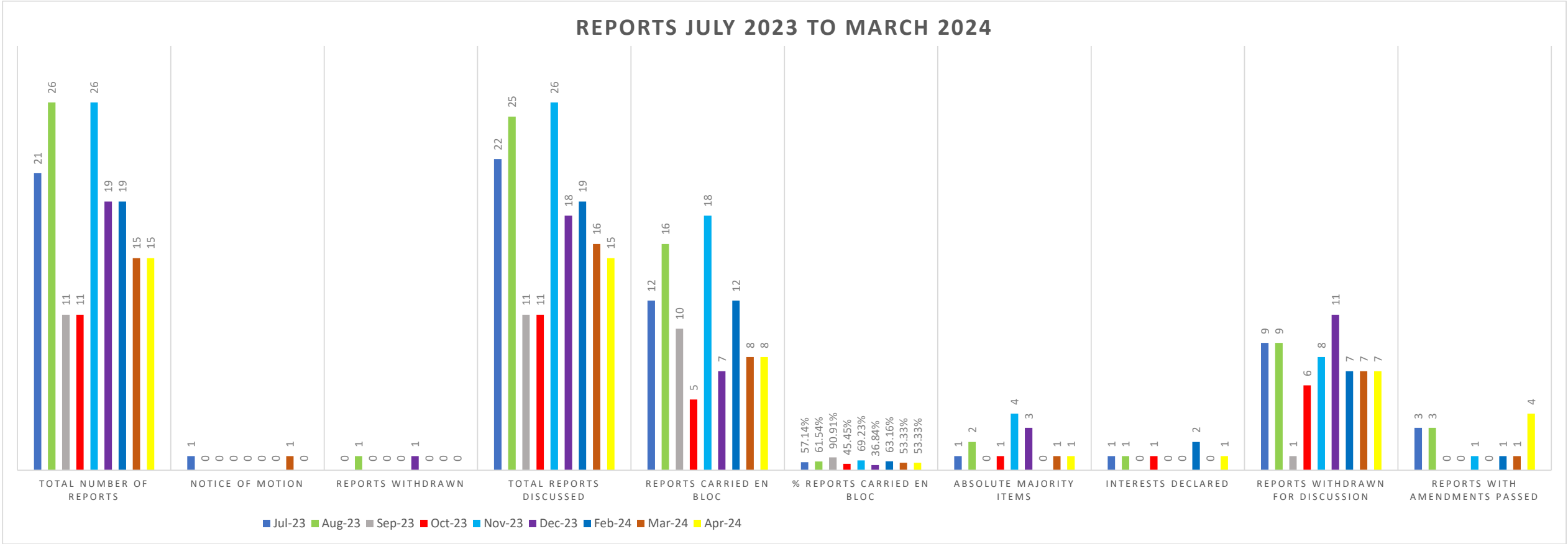


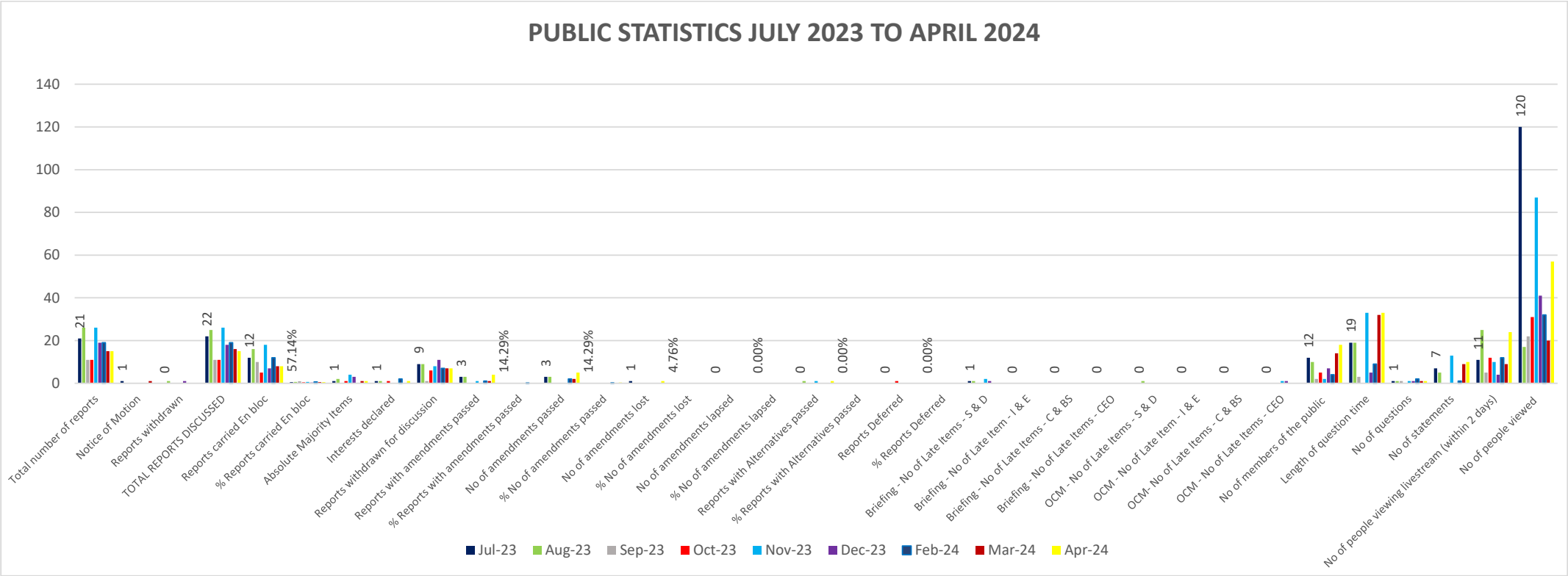
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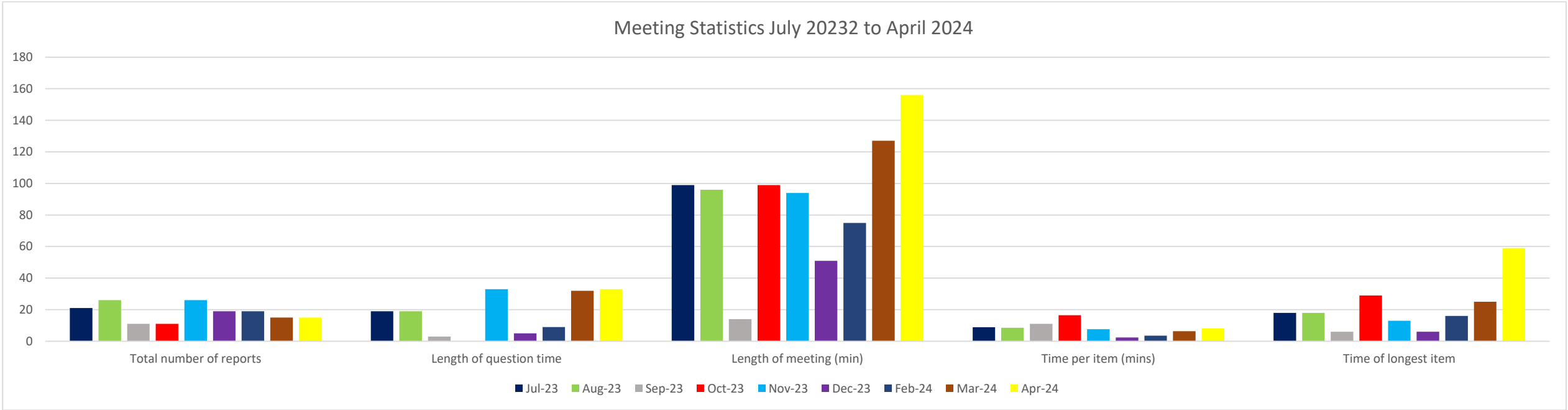
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19316802	Case reg over 8 years ago	152.35
19322878	Case reg over 8 years ago	142.35
19312438	Case reg over 8 years ago	217.35
19322553	Case reg over 8 years ago	352.35
19380908	Offender deceased	188.25
19314449	Insufficient details to enf	152.35
19381379	Offender deceased	188.25
19463343	Offender deceased	195.35
19336498	Insufficient details to enf	149.9
19562365	Company no longer registered	197.8
19324282	Insufficient details to enf	152.35
19328180	Insufficient details to enf	161.7
19377072	Insufficient details to enf	163.25
19421893	Insufficient details to enf	170.35
19399100	Insufficient details to enf	178.55
19365536	Insufficient details to enf	163.25
19328889	Insufficient details to enf	217.35
20094205	Insufficient details to enf	197.8
19485876	Offender deceased	180.55
19435801	Offender deceased	193.95
19374873	Insufficient details to enf	163.25
19377140	Offender deceased	188.25
19336924	Insufficient details to enf	159.9
19382043	Offender deceased	188.25
19324122	Insufficient details to enf	184.9
19337295	Insufficient details to enf	226.7

Council Meeting Statistics – April 2024











INFORMATION BULLETIN

TITLE:	Register of Petitions – Progress Report – May 2024
DIRECTORATE:	Chief Executive Officer

DETAILS:

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:

CEO: Office of the CEO
EDC&BS: Executive Director Community & Business Services
EDI&E: Executive Director Infrastructure & Environment
EDS&D: Executive Director Strategy & Development

No outstanding Petitions as at 1 May 2024



CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	Register of Notices of Motion – Progress Report – May 2024
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
Protection and promotion of trees on private land	EDSD	Administration to present options to explore possible planning controls at Council Workshop in May 2024.

Item Number	Meeting Type	Council Meeting	Agenda Report Item	Resolution Action Item	Council Decision	Director	Comments	Time frame for Completion
12.4	OCM	19/03/2024	Responses to Motions Carried at the Annual General Meeting of Electors held on 1 February 2024	Motion 4.2 – Dust at Menzies Park - That Council REQUESTS Administration identifies a temporary solution to stabilise and mitigate dust on this section of verge and brings a report back to Council with a recommendation for a permanent solution by no later than March 2025.	Carried with amendment	EDIE	Investigations for alternate treatment progressing.	March 2025
10.1	OCM	19/03/2024	Beaufort Street Precinct Area Road Safety Treatments	That the motion be deferred for the following reasons: 1. To allow further public consultation on the direction of the one way street; 2. To allow further consideration of a trial, particularly the cost of implementation and removal; 3. To allow for the provision of more information on how this treatment might limit the options the City can undertake in Beaufort Street and the rest of the precinct as per the Road Safety Implementation Plan; A report being prepared and to be returned to the 21 May 2024 Council Meeting.	Carried Deferral 9/0	EDIE	To Council May 2024	May 2024
12.2	OCM	13/02/2024	Advertising of New Policy - Property Investment and Disposal Policy	That Council APPROVES the proposed Property Investment and Disposal Policy, at Attachment 1, for the purpose of community consultation.	carried en bloc	EDSD	Consultation closes 10 April 2024	to be presented to the May OMC
9.6	OCM	13/02/2024	Advertising of New Policy - Healthy Food and Drink Policy	That Council APPROVES the proposed 'Healthy Food and Drink Policy', at Attachment 1, for the purpose of community consultation.	carried 8-0	EDSD	Advertising to commence 28 February 2024. Advertising closed -21 March 2024.	Council report being prepared for June.
10.2	OCM	12/12/2023	Response to Petition - Ellesmere Street, North Perth Parking	RECEIVES a further report at the conclusion of the collection of traffic data and public consultation.	Carried 7/0	EDIE	LM - 20.01.2023 Traffic Data to be obtained in February 2024.	November 2024
10.1	OCM	12/12/2023	Response To Petition - Corner Scarborough Beach Road and Killarney Street - Maintenance and Infrastructure	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 Hawthorn area.	Carried 7/0	EDIE	LM - 20.01.2024 Traffic data and concept design to be issued for community consultation with residents and school in March 2024.	November 2024
10.1	OCM	21/11/2023	Advertising of amended policy - Street Trees	That Council APPROVES the proposed amendments to the Street Tree Policy, at Attachment 1, for the purpose of community consultation.	Carried en bloc	EDIE	To Council May 2024	May 2024
10.4	OCM	22/08/2023	Tender - Escooter Shared Scheme Trial	REQUESTS the CEO to provide a report to Council within nine months of practical operation of the trial assessing its impacts and whether an extension of the permit will be issued.	Carried with amendment 7/1	EDIE	LM 20.01.2024 - Beuron and BEAM engaged for the 12-month trial. Report to be issued to council on the trial in August 2024. 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
10.3	OCM	14/03/2023	Waste Strategy Project – Verge Valet Vincent Trial Update	APPROVES the extension of the current Verge Valet trial and contract for 12 months (July 2023 June 2024)	Carried En bloc	EDIE	Extend trial 12 months (July 2023- June 2024).	Further report (inclusive of community consultation feedback) to Council on progress of trial in July 2024.
12.4-4.2(1)	AGM	14/03/2023	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.	Carried En bloc	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	AGM	14/03/2023	Pedestrian Safety (Newcastle / Fitzgerald)	""4.5.1That the City of Vincent-addresses the safety issues for pedestrians at the corner of Fitzgerald Street and Newcastle Street in this financial year 2022/23. "" ""4.5.2That 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).""	Carried 8/0	EDIE	Improvements / modifications to the intersection of Newcastle and Fitzgerald Streets requires the collaboration of several stakeholders and is expected to take over eighteen months to achieve. The interim solution has the support of the proposer of the motion.	
10.1	OCM	13/12/2022	Stormwater Drainage	That Council SUPPORTS the City's approach to develop a stormwater drainage strategy over the next three (3) financial years predicated on the following:	Unanimous 9/0	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.
9.4	OCM	08/03/2022	Sale of No. 26 Brentham Street, Leederville	APPROVES the disposal of the City's Lot 37 (No. 26) Brentham Street, Leederville, pursuant to section 3.58 of the Local Government Act 1995, via public tender, subject to amendment to Local Planning Scheme No. 2 (LPS2) to reclassify a portion of Lot 37 (No. 26) Brentham Street, Leederville from Public Open Space reserve to R60:	Carried with Amendments from Mayor Cole and Cr Loden – 9/0	EDSD	Scheme Amendment approved. Liaising with potential purchaser. Confirmation with adjoining landowner, interested in making offer for purchase.	June 2024
9.7	OCM	14/09/2021	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan – Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2	RECOMMENDS that the Western Australian Planning Commission approve the modifications listed at Attachment 4 and the revised Leederville Precinct Structure Plan included as Attachment 5; subject to modifying the Public Open Space at Oxford Street Reserve to reflect Attachment 7, with the remainder of 62 Frame Court, Leederville zoned Mixed Use R-AC0;	Carried with Amendment	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. DPLH advised in February that Amendment 7 currently with Minister for approval, and LPSP to be presented to SPC mid-2024.	Mid 2024

COUNCIL WORKSHOPS

One workshop has been held since 10 April 2024, it was on 7 May 2024. The topics on the agenda were:

- City of Vincent Submission on Proposed Improvement Plans for No. 120 Claisebrook Road and No. 71 Edward Street, Perth
- Annual Review of Council Delegations
- Discussion on Planning Controls for the Protection and Improvement of Tree Canopy on Private Land
- Street Tree Policy
- Update on Planning Reform
- Hyde Park Reference Group & PSHB



CITY OF VINCENT

NOTES

Council Briefing

16 April 2024

COUNCIL BRIEFING NOTES

16 APRIL 2024

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COUNCIL BRIEFING NOTES

16 APRIL 2024

**NOTES OF CITY OF VINCENT
COUNCIL BRIEFING
HELD AS E-MEETING AND AT THE ADMINISTRATION AND CIVIC CENTRE,
244 VINCENT STREET, LEEDERVILLE
ON TUESDAY, 16 APRIL 2024 AT 6.00PM**

PRESENT:	Mayor Alison Xamon Cr Alex Castle Cr Ron Alexander Cr Suzanne Worner Cr Nicole Woolf Cr Ashley Wallace Cr Sophie Greer Cr Ashlee La Fontaine	Presiding Member North Ward North Ward North Ward North Ward South Ward South Ward (electronically) South Ward
IN ATTENDANCE:	David MacLennan Peter Varris Rhys Taylor Jay Naidoo Luke McGuirk Mitchell Hoad Ruth Markham Karsen Reynolds Dale Morrissy Chris Dixon Paul Morrice Joslin Colli Wendy Barnard	Chief Executive Officer A/Chief Executive Officer Chief Financial Officer A/Executive Director Strategy & Development Manager Engineering A/Manager Strategic Planning & Specialist Planner A/ Manager City Buildings and Asset Management A/Manager Development & Design Manager Community Facilities (left at 6.42pm after Item 6.1) Senior Projects and Strategy Officer (left at 6.48pm during Item 5.1) Manager Ranger Services (left at 7.19pm after Item 5.1) Executive Manager Corporate Strategy & Governance Council Liaison Officer
Public:	Approximately 12 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."

Also acknowledging that as a Council we can play our role towards achieving reconciliation with First Nations people.

2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Cr Jonathan Hallett is an apology for the meeting.

3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

The following is a summary of questions and submissions received and responses provided at the meeting. This is not a verbatim record of comments made at the meeting.

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3.1 Matt Dowell of Perth – Item 6.4

Spoke in regards to the recommendation
Full transcript of his comments can be found [here](#)

The Presiding Member, Alison Xamon, thanked Mr Dowell for his comments.

3.2 Paul Russell of Joondanna – Item 6.1

- Stated that he is the Treasurer of North Perth Bowling Club
- Spoke in regards to the recommendation
- Full transcript of his comments can be found [here](#).

The Presiding Member, Alison Xamon, thanked Mr Russell for his comments.

3.3 Scott McGill of Perth – Item 5.2 <https://studio.youtube.com/video/NGNyJWERBPI/t=2m01s>

Stated that he is from the Department of Planning, Lands and Heritage
Full transcript of his comments can be found [here](#).

Submitted comments in writing (below) and spoke to them:

The Department of Planning, Lands and Heritage (DPLH) is administering the Housing Diversity Pipeline (HDP) program, a key initiative supporting the delivery of the State Government's \$2.6 billion investment in social housing. The HDP seeks to maximise the use of underutilised surplus government land by partnering with industry to deliver mixed housing developments with a minimum 20% social housing component.

The East Parade development site was released to market through an Expressions of Interest (EOI) in early 2023 and subsequently progressed through a competitive closed tender process seeking development proposals, which concluded in late 2023. A number of submissions were received which were rigorously evaluated giving consideration to aspects such as public benefit, number of social and affordable dwellings, organisational capability and track record, and capacity to deliver on commitments. It is anticipated the Government will announce appointment of a preferred proponent in the coming months to deliver a housing development involving a significant social housing component.

Following appointment, DPLH will work with the proponent and other agencies to negotiate a development agreement and finalise detailed designs. It is expected a development application will be lodged in the latter half of 2024 in preparation for construction to commence by mid-2025.

The Site

The East Parade development site currently comprises 34 lots owned by the Western Australian Planning Commission (WAPC) located on Guildford Road and East Parade between Gardiner Street and Stanley Street, Mount Lawley.

Work has been continuing to de-constrain and prepare the site for development which includes extensive land assembly, contamination remediation, demolition of existing buildings on Stanley Street, and subdivisional works to service and create the development lots.

This work has been progressing concurrently with the procurement process to reduce timeframes and expedite the delivery of new housing.

A plan of subdivision is expected to be lodged with the WAPC within the next month to excise a portion of land to be set aside as road reserve and amalgamate the remaining portions of lots into four large development lots. The draft deposited plan is provided as an attachment to the officer's report.

Road Widening

The site is affected by an existing Primary Regional Road Reservation (PRR) along the Guildford Road and East Parade street boundaries.

The subject land was progressively acquired by the WAPC in the 1990's to allow for road widening and intersection upgrade works which were initially completed circa 2001.

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Main Roads WA (MRWA) has continued planning for additional future widening and intersection upgrades on Guildford Road and East Parade to cater for growing traffic demand and to meet future transport network needs. WAPC has retained ownership of the land during this time to ensure the land is available when required.

MRWA have released an authorised land dealings plan which shows additional land take required for road widening over and above the existing PRR reserve. A copy of the authorised plan is provided as an attachment to the officer's report.

Through the HDP program it was agreed between DPLH, WAPC and MRWA that the required road widening would be excised and set aside for the future upgrades as part of the wider land assembly process.

Additional road widening requirements would typically be introduced through an amendment to the Metropolitan Region Scheme (MRS) to protect the required land through a reservation. An amendment to the MRS to reserve the land has not been initiated in this instance as there is no immediate need to protect the land through a reservation as WAPC owns the land and use of the land for road widening has been coordinated directly between MRWA and WAPC.

In these scenarios, MRWA typically undertakes an MRS amendment following construction as part of a periodic omnibus amendment package.

Should Council resolve to support this application, to

offer a higher level of certainty to the City in respect to the road widening, DPLH has offered to initiate an MRS amendment as a priority to rationalise the road reservation in line with the authorised land dealings plan.

No.40 Guildford Road

The additional land take requirements affect Lots 245 and 403 (No.40) Guildford Road and conflict with the existing building creating a notable encroachment into the future road reserve which would require substantial demolition or modification of the building to rectify.

DPLH is seeking approval to remove the dwelling from the City's Local Heritage Inventory to allow for demolition of the building to occur as necessary to facilitate the road upgrade outcome in line with the ultimate purpose for which the land was originally acquired, and to allow for the required subdivision of the development site to progress in an orderly manner.

Need for Widening - Traffic Modelling

The land take requirements are based on detailed traffic modelling completed by MRWA comparing traffic impacts under current conditions against the proposed upgrades out to 2036. A copy of the modelling is provided as an attachment to the officer's report.

Performance is measured by the degree of saturation (DOS) and level of service (LOS). A DOS of 90% or lower and a LOS of 'D' or lower is targeted for signalised intersections. LOS ranges from 'A' at best, to 'F' at worst.

The Guildford Road east intersection currently exhibits poor performance across the day with the worst during the morning peak with a maximum DOS of 120% and a minimum LOS of 'F' with vehicle queuing lengths well exceeding 500m particularly in the existing left turn lane significantly impacting the flow of through traffic.

Modelling shows that proposed upgrades deliver an improvement in 2036 however even with the additional capacity provided by significant upgrades, the intersection still experiences low performance during the morning due to increasing traffic volumes. The data shows a maximum DOS of 110% and a minimum LOS of 'F' with total vehicle queuing lengths in the left turn lane down to 185m with vehicle queuing for through lanes up to 500m.

This clearly demonstrates the necessity of the addition and extension of turning lanes on Guildford Road to ensure a greater volume of turning vehicles can be managed without creating additional impacts on through traffic, exacerbating congestion at the intersection and further limiting performance.

MRWA have emphasised that any reduction in the length of the turning lanes would have a significant detrimental impact on the level of service and congestion at the Guildford Road intersection and would have a compounding worsening effect on the delay and queuing length of through traffic along Guildford Road.

COUNCIL BRIEFING NOTES

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Outcomes

Providing certainty in respect to demolition of the building at No.40 Guildford Road will allow for an orderly subdivision process and maximise the alternative development opportunity on the surrounding land to deliver a more effective, consistent, and beneficial overall outcome. Having certainty will also provide greater scope to positively respond to other design factors such as tree retention.

With the additional road widening land secured and set aside MRWA can with certainty continue to progress project planning and detailed design development for the delivery of the upgrades in close consultation with the City of Vincent. These upgrades are essential to ensuring the intersection can operate more effectively now and does not worsen or fail under growing future demand.

Subsequent redevelopment of the site including No.40 Guildford Road will deliver significant community benefit through provision of community housing with a substantial uplift in the number of dwellings on the site, easing local housing pressure and providing access to secure housing for vulnerable members of the community.

The State Government is focused on delivering projects which address current housing pressures while balancing local community needs and expectations. It is considered that this proposal balances broader community interests, infrastructure and planning needs, and long-term benefits to deliver a positive development outcome.

The Department of Planning, Lands and Heritage respectfully request that you accept this written statement in support of our application to be put before a council briefing session on the 16th April 2024, and submit this to Council for their due consideration prior to resolving the item at their ordinary meeting on the 23rd April 2024.

The Presiding Member, Alison Xamon, thanked Mr McGill for his comments.

3.4 Michael Douglas of Mount Hawthorn – Item 5.1

Spoke in regards to the recommendation
Full transcript of his comments can be found [here](#).

The Presiding Member, Alison Xamon, thanked Mr Douglas for his comments.

3.5 Nathan Ebbs of Mount Hawthorn - Item 5.1

Spoke in regards to the recommendation
Full transcript of his comments can be found [here](#)

The Presiding Member, Alison Xamon, thanked Mr Ebbs for his comments.

3.6 Daniella Mrdja- Urbanista Town Planning – Item 5.1

Spoke in regards to the recommendation
Full transcript of his comments can be found [here](#)

The Presiding Member, Alison Xamon, thanked Ms Mrdja for her comments.

There being no further speakers, Public Question Time closed at approximately 6.21pm.

The following statements were submitted in writing prior to the meeting:

Gail Mitchell of Mt Hawthorn – Item 5.1

I wish to express my strong support for the application for a coffee shop at 5 Berryman St, Mount Hawthorn. I believe it will add vibrance and a lovely meeting place for local community members and groups.

A coffee shop in this location has the added advantage of being away from the busy, noisy strip along Scarborough Beach Road, offering a far more pleasant option within walking distance from home. The strip has become so congested I consciously avoid it as a pedestrian.

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Kylie Taylor of Mt Hawthorn – Item 5.1

This is such exciting news for our community if this is allowed to move forward.
My question is the trading times? 7.00am-4.00pm. From 7:00am -7:00pm??

Why would a cafe close SO EARLY? The traffic that would be missed at having to close at 4 pm. Seems unfair. Is this a mutual decision or something the COV have have proposed?

Patricia Alessi of Mt Hawthorn – Item 5.1

I am writing with regards to the proposed coffee shop opposite Menzies Park.
As a local living on Egina Street, this would be a very welcome development.
There is plenty of parking opposite on the verge of the park for this coffee shop, and the improvements to the shopfront would be greatly welcomed.
As a local, I also would not mind if more than 2 staff were present as this would assist with workflow, as well as waiting outside for a cup of coffee. This would not hinder access to the street.
As a professional in the music industry (with extensive experience in site assessment for acoustic amplification and usage, which includes for the National Trust and heritage venues), I am acutely aware that acoustical reports do not always possess all of the required data to make accurate decisions with regards to sound; however, from the construction of proposed site (including the materials used), the impact would be minimal to the surrounding area and neighbouring houses.
With regards to development, it is best to ensure practical and reasonable conditions are imposed, so that every business is provided with an equal opportunity for success.
If there are such restrictions on this approval, it would be best to remove them at this time.

Rita Khouri of Mount Hawthorn – Item 5.1

I am a local resident and frequent Menzies Park daily with my dog and 8 month old son. I am very excited for the Menzies Park coffee shop as it is more convenient for me to get a coffee especially when I return to work. Menzies Park has a great community of neighbours that bring their dogs and children and it is great that a small business will continue to grow and foster these relationships. I am fully supportive of the Menzies Park Coffee Shop. To ensure this small business is set up for success, I really hope the conditions are fair and realistic. Most people will get their coffee and go straight to the park after. Looking forward to Menzies Park Coffee Shop opening soon.

Victoria of Mount Hawthorn – Item 5.1

I'd like to submit my support for the change to residential cafe, and would like to see the restrictions reduced. I think it will be a lovely addition to our neighbourhood, a family owned business will bring the local community together and be a place for locals to chat and get to know each other. I don't believe parking will be an issue as most people in the area would take the opportunity to walk out for their coffee.

Susanna Wills-Johnson of Mount Hawthorn – Item 5.1

I live close to the proposed coffee shop on Berryman Street (we are on Egina Street). I want to submit my strong support for this shop to go ahead. As a regular visitor to Menzies Park, to walk my dog, get exercise and attend kids' sports activities, I would very much love for there to be a local coffee shop to visit. I understand some neighbours are concerned about things like additional traffic and people talking while waiting for their coffee, but I don't imagine many people will drive to the venue (it will be serving locals) and I think one of the benefits of our community is that we are respectful of our neighbours when it comes to noise. I think the shop will need more than two staff to be able to accommodate demand (especially on Saturdays during footy season!) and I really hope that approval for this venture is given, without placing trading restrictions on it that will negatively impact success. Many, many locals in my network want this coffee shop to be approved.

Danielle Power of Mount Hawthorn – Item 5.1

My name is Danielle Power and I am a COV ratepayer and resident from Sasse Avenue in Mount Hawthorn. We are in full support of the new Menzies Park coffee shop and recently wrote an email explaining our support at the time.

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I cannot attend the briefing session tonight but would like to explain that as local residents who live in the street away, we are thrilled to have this sort of establishment supporting what is a beautiful community space and enhancing the opportunities to meet with friends more at the local park with a coffee or treat. It would be amazing to support local businesses and make community sport and walking activities refreshed with a new option and vendor to support so close to this amazing space.

I would like to mention that I am not in support of the Officer's recommendations of only two employees, an acoustic report, on site parking and no waiting outside for coffee.

I hope these recommendations can be seen as impractical solutions to the success of a small business of this nature.

The football and cricket games are held at this park and have not been required to supply acoustic reports and on site parking for their visiting sides or players, this seems like an unnecessary and costly exercise which falls on a new business owner.

I hope tonight's briefing outcomes find a more sensible solution or recommendations than the above being required and this hopefully will ensure that the overwhelming support for this business ensures the shop can not only open but thrive.

If you require something more formal to complete in regards to this briefing session and feedback, please feel free to reach out by email or mobile.

Elle Peddie of Mount Hawthorn- Item 5.1

I want to send my support for the approval of the Menzies Park Cafe.

The restrictions you are putting on a small business is ridiculous all because of the power of one neighbour. I live next door to dejaxo and it is such a great community coffee shop and bakery. That one neighbour that is going against this cafe frequents Dejaxo everyday.

If you want to have a supportive local community then support the local who has lived in Mt Hawthorn and wants to continue the beautiful community that it is bringing people together.

Sarah Rudnicki of Mount Hawthorn – Item 5.1

As a local resident I support the plans for the new coffee shop, without restrictions.

Coffee shops are the modern corner stores, of which there was one in this location, which creates community connection thereby increasing liveability and reducing crime through natural neighbourhood watch. I see this local meeting point as appealing to mainly only locals, and there is already ample parking at Menzies.

This is an inner city suburb and residents attitudes to new endeavours should reflect this.

Matt Mueller of Mount Hawthorn – Item 5.1

I am writing regarding the proposed Menzies Park Coffee Shop at 5 Berryman St (or the corner of Berryman St and Federation St).

I am in **STRONG SUPPORT** of having such a coffee shop. I live in Mount Hawthorn on Purslowe Street and can attest to the need, opportunity, community support and alignment of this proposal with Vincent's vision. For transparency, I have no financial interest in the proposal. My personal interest is only that of a local resident (also adjacent to Menzies Park).

However, I also want to also express concern that the council's proposed conditions and process seem to be counter to Vincent's Vision and worryingly, has the appearance of being overly sensitive to, or providing undue weight from, feedback of a few. I'm supportive of reasonable conditions, however the reasons for my concern are set out below.

The conditions from my understanding include a limit of number of staff to two, requirement for an acoustic report for a small cafe, restrictions on waiting for a coffee, among others.

On face value, my concern is that they seem to be cleverly constructed in their individual elements and as a whole to engineer in a situation that, even if the proposal is 'approved', they are so restrictive and onerous as to have the same effect as a rejection of the proposal.

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Experienced participants to these types of processes would be familiar that, unfortunately, a common tactic by people more au fait with regulatory planning and legal processes will be to use such knowledge to amplify their minority views and/or interests onto a project, even in the face of overwhelming majority and community support.

Is this occurring in this case? If not - I'm happy to be better informed. Perhaps with a transparent overview of the level of support vs concern. I may be present for the public discussion to both express my support and explore this concern directly with the Council. This is a genuine openness and curiosity for reasons set out below regarding what the community has communicated in the construct of Vincent's 2032 vision, and how these will be applied in this proposal.

Vincent Vision

These conditions, if accurate and perhaps well intended, are simply not appropriate in their current form for reasons above. However, they are also at odds with the purpose of proposing community and day-time economies next to a community park. To be specific, these are in direct conflict with Vincent's mission to build a vibrant, diverse and sustainable community. I refer to the 2032 Vision statement (which was subject to extensive consultation across the town and to a much greater extent than this development proposal, thus should have far greater weight on the Council's decision making processes and guidance with regards to conditions).

It states (ref p. 14 of the 2022-2032 Imagine Vincent, the Sequel):

*"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!** This vision was created by the independently and randomly selected Community Engagement Panel for the Strategic Community Plan 2018 – 2028. It continues to be important to our community.*

The additional feedback confirms that the community wants us to be a Council and an organisation that:

- *is clever, creative and courageous*
- *prioritises and protects our natural and built environments*
- ***is in line with the community appetites and expectations***
- ***supports day-time and night-time economies***
- ***is open-minded and willing to push the boundaries***
- ***is willing to think and act as an enabler rather than a traditional local government regulator***
(emphasis added to relevant areas)

This indicates this proposal would be an exemplar of how the vision could come to life. However it needs to be supported with a Council that lives its vision with regards to the aspects above.

I'm looking forward to today's meeting, and will be happy to discuss this further.

Brooke Wade of Mount Hawthorn – Item 5.1

I am writing ahead of the briefing session tonight being held in regards to the proposed coffee shop across from Menzies Park.

I am rate payer of Vincent council, residing in Mount Hawthorn. I am in full support of this proposed development, and I do not feel unfair conditions should be put on this development, conditions that could see this business fail because they're unable to operate at capacity and flourish.

Conditions such as;

- Total number of staff to be limited to 2 people, this will not help the business run efficiently if they're inundated with customers - the areas the proposed development is located is very busy with kids weekend sport as well as everyday active people in the neighbourhood walking their dogs and exercising - there is a good chance that this business will be welcomed and quite busy to this particular area of Mount Hawthorn

- no waiting outside for a cup of coffee. I don't think I have come across a cafe in Perth where people aren't wait outside for a cup of coffee, this is a completely unreasonable condition and request.

- on site parking, this is a local community cafe that will 90% be serving people in the immediate area surrounding it and people will most like be walking to the coffee shop - again, I feel this is an unreasonable condition

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- acoustic reporting???? It's a local coffee shop opened during the day, not a nightclub.

- opening hours being challenged. I feel 7am-7pm is more than fair - services early risers on their way to work or people out exercising and then also in the evening out for a walk exercising or post school kids sports.

Businesses like this are the fabric of local communities like Mount Hawthorn, where people can gather to meet and greet each other in a happy, safe environment. There is no offering of a coffee shop in that pocket of Mount Hawthorn, with people having to make the trek up to Scarborough Beach Road or Dejaxo on Anzac Rd, this pocket of Mount Hawthorn shouldn't have to miss out on a business like this that will enrich the neighbourhood and the immediate local community surrounding it.

This proposed business has my full support, with no unfair conditions attached - I want to see this business thrive!

Leonie Edwards of Mount Hawthorn – Item 5.1

I am unable to attend the meeting this evening but I fully support the proposed cafe in Berryman St opposite Menzies Park.

I live very locally in Federation St and this small business will contribute greatly to the local community.

The restriction of 2 only staff is totally unreasonable as are the other conditions.

This park already has enough parking to accommodate cricket and football matches so there is enough parking to accommodate the modest amount of cafe parking.

I am yet to receive an explanation of what acoustic reporting is having emailed the ToV a few weeks ago.

It is disappointing that the council considers the complaints of a few and not the approval of many.

Alex Stoichev of Mount Hawthorn – Item 5.1

I support the City's recommendation to conditionally approve the proposed restaurant/cafe at No. 5 Berryman Street, Mt Hawthorn. It is apparent from the 3 rounds of public consultation that this proposal has overwhelming support resulting in many community benefits.

Despite the recommendation for approval, my concern is that the draft conditions may pose significant challenges potentially preventing the proposal from proceeding. The sheer number of conditions appears to be excessive, in the context of the proposal, as well as the requirements that sit behind them. The City should consider working together with the applicant to develop a reasonable set of conditions that can be implemented. In particular, I request Council consider the following conditions to determine whether they are reasonable or not:

- **Condition 2.3** - prohibits more than 2 staff attending the restaurant/cafe - can the City advise the reasons for this requirement? This appears to be unreasonable particularly in the event a staff member requires a break. From an operational efficiency perspective, the number of permitted staff members should be increased so that it can operate smoothly and provide quality service.
- **Condition 2.4** - this condition proposes to limit the number of persons to 14 which seems to be onerous & difficult to manage or enforce. In addition, limiting patrons may impact the businesses ability to generate revenue and contribute to the local economy. Can the City justify its reasons for limiting patrons?
- **Condition 3.2** - Can the City explain why customers would not be allowed to wait for take-away orders on the footpath or verge? It would be very difficult to manage or enforce this requirement both from the owner and City's perspective. I suggest this condition is removed as it would result in the loss of community interaction & social cohesion.
- **Condition 3.3** - suggested signage advising customers that queuing, waiting and dining must occur internally seems overly onerous resulting in undue burden on small business.
- **Condition 4** - the preparation of an Acoustic Report seems excessive - is this a common requirement? There is already a significant volume of noise generating uses from local sporting events, traffic, Mitchell Freeway and passing trains. It is very difficult to imagine that this proposal will result in additional noise concerns given the inner city living environment.
- **Condition 6.2** - it is unclear why 2 parking bays for customer use is required - can the City advise its reasons for requiring customer parking? There is sufficient parking surrounding the proposal including street parking and verge parking on Menzies which occurs every weekend. Suggest the City seeks to promote active transport by removing this requirement.

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Overall, it is a positive step that recommendation for approval is proposed by the City's Administration. However, I urge Councillors to review the draft conditions to determine what is fair and reasonable for a small business seeking to establish in Vincent. I believe the applicant has been very patient during this incredibly lengthy process & it is now left with Councillor's to ensure that Vincent upholds its status as a small business friendly local government.

Kirsty Sanders of Mount Hawthorn – Item 5.1

As a resident at 54 Federation Street, Mount Hawthorn, I'm writing to provide my full support for the proposed coffee shop at the end of Federation Street, opposite Menzies Park, without any conditions. I strongly believe the addition of this business will enrich the suburb and local community, by providing opportunities for community connection and engagement. I would love to see this small business supported by local government.

Elena Stoichev of Mount Hawthorn – Item 5.1

I am writing to express my thoughts, as a resident of Mount Hawthorn (77 Federation St Mount Hawthorn), about the proposed coffee shop located across from Menzies Park at 5 Berryman St Mount Hawthorn.

I understand there are some conditions being applied and my thoughts are below:

- Staff limited to 2 people: This does not allow or set up a coffee shop of this nature to succeed. More staff will be required to fulfil the foot traffic this location provides. 2 staff will not allow a business to provide efficient or good service to customers. Why is it a problem if more than 2 staff are working? I'm not sure how this is reasonable.

- No waiting outside for take away or coffee: As above, having only 2 staff members will force people to wait longer periods of time. Naturally, people will wait outside in the fresh air. Why is this condition put forward? I'm confused as to how this is of importance?

- Acoustic reporting: I'm unsure why this is necessary. Surely the sport played on the oval and increased traffic from this sport creates more noise than a small suburban cafe?? Why is there no acoustic reporting of sports and the traffic caused by these sports on the oval?? If there is acoustic reporting, how will noise be attributed to this particular cafe of there is ample traffic and sports on the weekends nearby? This seems very unreasonable. How often is acoustic reporting performed? By who? What are the parameters/acceptable levels? Who decides this? Is there law related to this?

The conditions above I have mentioned are harsh and unreasonable and certainly set this business up to fail.

This business will bring more life to this suburban area. It will encourage people to get out, walk and socialise within the community they live. This will add enjoyment to the area overall and create a safe community feel to the neighbourhood. I would like to see less harsh and more realistic conditions (if any) imposed on such a business to ensure that we are setting them up to succeed into the future.

Matt Sanders of Mount Hawthorn - Item 5.1

I am a homeowner (54 Federation St, Mount Hawthorn) and I wanted to register my strong support for the proposed coffee shop on Berryman St.

I would like to see the coffee shop able to operate with minimal restrictions and I strongly believe it will provide a material increase in community engagement and connection.

Sarah Thomas of Mount Hawthorn – Item 5.1

I understand there is a meeting today and I would like to understand the reasons behind some of the strict conditions being considered, specifically limit of 2 staff and not being able to wait outside for a coffee. Thinking about other similar coffee shops like dejaxo or Hobart deli (ie in more suburban streets), do these conditions align with these businesses.

I think the city should be supporting small business, not making conditions so difficult it's setting them up to fail.

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Zoe Rogerson of Mount Hawthorn – Item 5.1

I live at 3 Birrell St, Mount Hawthorn and would like to send my support for the proposed coffee shop on Federation Street.

I walk past every day with my baby and dog in tow and think it would be a great spot to grab a takeaway coffee or sit and meet with friends.

I hope that there will be a positive verdict for this local opportunity.

Catherine Fragomeni of Mount Hawthorn – Item 5.1

As a resident of Mt Hawthorn and property owner I wish to show my support for the new cafe opposite Menzies park.

My family frequent this park multiple times each week and think a cafe would be a great addition.

Some of the conditions being imposed don't seem fair or practical and I ask that you remove these conditions to allow the cafe to thrive.

- Total number of staff limited to 2.

- On-site parking.

- No waiting outside for a cup of coffee.

Sarah Wood of Mount Hawthorn – Item 5.1

I am writing in strong support of the application for a Cafe on the corner of Berryman Street and Federation Street in Mount Hawthorn.

I love how it will service a busy local park with good parking facilities already in situ around Menzies and servicing a lot of sporting teams over the weekends through the seasons.

I think it is an appropriate development for an inner-city suburb.

Regan Cleland of Mount Hawthorn – Item 5.1

My name is Regan and I am the owner and resident of 19 Lynton Street, Mount Hawthorn.

I am unable to attend the briefing today but wish to make my views available, should it not be too late to do so.

I am in favour of the change of use / approval for small business, unconditionally.

I believe there should be no onerous conditions on the operation of the business such as a limit on staff, or where customers may wait as such impositions only restrict the chance of establishing a successful business.

4 DECLARATIONS OF INTEREST

Cr Suzanne Worner declared a financial interest in Item 6.1 Community Sporting and Recreation Facilities Fund Application - North Perth Bowling and Recreation Club Synthetic Bowling Green Conversion. The extent of her interest is that her son is employed at the Club. She is not seeking approval to participate in the debate or remain in Chambers or vote on the matter.

Cr Nicole Woolf declared an impartiality interest in Item 6.1 Community Sporting and Recreation Facilities Fund Application - North Perth Bowling and Recreation Club Synthetic Bowling Green Conversion. The extent of her interest is that she has a longstanding relationship with the Club.

Cr Ashlee La Fontaine declared an impartiality interest in Item 6.1 Community Sporting and Recreation Facilities Fund Application - North Perth Bowling and Recreation Club Synthetic Bowling Green Conversion. The extent of her interest is that she is a social member of the Club.

Cr Alex Castle declared an impartiality interest in Item 6.1 Community Sporting and Recreation Facilities Fund Application - North Perth Bowling and Recreation Club Synthetic Bowling Green Conversion. The extent of her interest is that she is a social member of the Club.

Cr Alex Castle declared an impartiality interest in Item 5.3 Appointment of the Design Review Panel. The extent of her interest is that she is acquainted with a number of applicants for the panel.

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REPORTS

The Presiding Member, Mayor Alison Xamon, requested Council Members to indicate:

- (d) **Items which Council Members wish to discuss which have not already been the subject of a public question/comment and the following was advised:**

COUNCIL MEMBER	ITEMS TO BE DISCUSSED
Mayor Alison Xamon	5.4
Cr Alexander	5.1, 5.2, 5.5 and 6.1
Cr Woolf	8.1

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REPORTS WITH DISCUSSION

6.4 BRISBANE STREET - RESPONSE TO PETITION

- Attachments:
1. Attachment 1: Brisbane Street Traffic Concerns - Petition - March 2024 - Confidential
 2. Attachment 2: Brisbane Street Traffic Concerns - Survey - March 2024 - Confidential

RECOMMENDATION:

That in response to a petition received by the Council on 19 March 2024 in relation to Local Area Traffic Management and parking issues on Brisbane Street, between Lake and Palmerston Streets, Perth, Council:

1. NOTES the April 2024 Traffic Warrant scoring is 30 for Brisbane Street, between Lake and Palmerston Streets which suggests to consider low-cost non-capital works solutions;
2. REQUESTS Administration to design a low-cost treatment to be delivered which addresses road safety issues (speeding, driver behaviour etc) on Brisbane Street, between Lake and Palmerston Streets,
3. CONSULT with residents on the low-cost treatment design for Brisbane Street, between Lake and Palmerston Streets; and
4. CONSULT with residents on the proposed introduction of paid parking on both sides of Brisbane Street, between Lake Street and Palmerston Street.

MAYOR XAMON:

Noted a very high percentage of non-residents that are parking in the area, is there any indication of the average time that people are parking there?

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

Current data shows that whilst around 78% of the vehicles counted during the day were commuters/visitors/non-residents, the average length of stay of those vehicles is less than 3 hours. The car counts were conducted at approximately 9am, 12pm, 3pm and 6pm with minimal repeat parkers recorded (majority were residents). This suggests that most drivers are adhering to the 2P restriction and further supports the introduction of paid parking, consistent with the paid 2P ticket parking on Brisbane Street to the east.

CR CASTLE:

Traffic Warrant Scoring –this is a request for the report for next week could we have an indication of the scale of that and where 30 fits in the scale - this would be really useful in the report for next week.

EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

Traffic Warrant Scoring System included in Report item.

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At 6:33 pm, Cr Suzanne Worner left the meeting due to a previously declared financial interest.

6.1 COMMUNITY SPORTING AND RECREATION FACILITIES FUND APPLICATION - NORTH PERTH BOWLING AND RECREATION CLUB SYNTHETIC BOWLING GREEN CONVERSION

Attachments: 1. North Perth Bowling and Recreation Club - Synthetic Bowling Green Conversion - CSRFF application - Confidential

RECOMMENDATION:

That Council:

1. **ENDORSES** the proposal from North Perth Bowling and Recreation Club to convert one of its grass bowling greens to a synthetic bowling green; and
2. Subject to its endorsement, **APPROVES**:
 - a) the inclusion of \$66,104.55 (ex GST) for North Perth Bowling and Recreation Club synthetic bowling green conversion on the 2024/2025 budget, subject to confirmation of the required financial contribution through external grant funding and North Perth Bowling and Recreation Club; and
 - b) that all supporting documentation, including the completed application form, be forwarded to the Department of Local Government, Sport and Cultural Industries.

CR CASTLE:

The report includes an assessment of the impact and relation to a grass green. Is there consideration of the environmental impact of synthetic lawn in general, in terms of soil run-off and flooding of the soil beneath?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

Provision for run-off and flooding was considered as part of the design process. A review of the site drainage was undertaken, and a drainage design incorporated to capture any excess runoff into leech drains on the site.

CR WOOLF:

Can we please have an update on the Woodville Reserve Masterplan to understand this proposal in the broader context?

A/EXECUTIVE MANAGER URBAN DESIGN AND STRATEGIC PROJECTS:

The Woodville Reserve master plan is scheduled for next FY (24/25) and anticipates a project start date around Jan/February 2025. The master plan will represent the strategic vision for the Woodville Precinct over the next 10 years, with a focus on delivering achievable and sustainable short-term, medium-term, and long-term actions. A master plan will take several years to develop and implement (1 -2 years to develop the master plan and 2-10+ years of detailed design, funding & implementation). Given the synthetic turf has a lifecycle of 10years, implementation of the master plan can align with the lifecycle of the turf.

CR WOOLF:

Finances – the report had indicated that an outcome will be made available mid-year, and if this was approved the funds to be used following year, mid-year, is there any indication that if these funds were approved when would the funds be made available?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

Should the grant be approved funds are expected to be available from July 2024. The project is planned to commence this winter in the Club's off season. A proposed timeline is included in the attachment. If not approved in time for the winter off season, the project will be moved to next April/May.

CR ALEXANDER:

In applications like these, what practice is in place to ensure that the Club has sufficient funds to replace the synthetic surface, such as a sinking fund?

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EXECUTIVE DIRECTOR INFRASTRUCTURE AND ENVIRONMENT:

The attachment states that the Club has set aside a separate bank account for projects which will be utilised as a sinking fund for subsequent green replacements. The Club also advised Administration that future replacement costs would be a lot lower as it would be for the replacement of the turf only, not the base.

At 6:39 pm, Cr Suzanne Worner returned to the meeting.

At 6.42pm Manager Community Facilities left the meeting and did not return.

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5.2 AMENDMENT TO THE MUNICIPAL HERITAGE INVENTORY - NO. 40 GUILDFORD ROAD, MOUNT LAWLEY

- Attachments:**
1. Applicants Report 
 2. Main Roads Approved Land Dealings Plan - Guildford Road and East Parade 
 3. Heritage Impact Statement 
 4. Proposed Demolition of Heritage Listed Single House - Photographic Archival Record 
 5. Department of Planning, Lands and Heritage Letter of Response to City of Vincent Council Resolution - Removal of No. 40 Guildford Road from Municipal Heritage Inventory 
 6. Main Roads Western Australia Traffic Assessment Report 

RECOMMENDATION:**That Council:**

1. **RESOLVES** that No. 40 (Lots: 254 and 403) Guildford Road, Mount Lawley be removed from the City's Municipal Heritage Inventory pursuant to Schedule 2, Part 3, Clause 8(3)(d) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
2. **NOTES** that Administration will notify the Heritage Council of Western Australia and the owner of the place of this decision pursuant to Schedule 2, Part 3, Clause 8(4) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CR WALLACE:

Is MRWA able to conduct some sensitivity analysis on the effects of shortening the dual-turning lane option by the length of the MHI lot? The current TAR seems to assess single vs double lane only.

A/MANAGER STRATEGIC PLANNING & SPECIALIST PLANNER

The Department of Planning, Lands and Heritage (DPLH) have advised that:

- *The length of the proposed dual left turn pocket on Guildford Road has been based on ensuring a greater volume of turning vehicles can be managed without creating additional impacts on through traffic, exacerbating congestion at the intersection and further limiting performance; and*
- *Any reduction in the length of the turning lanes would have a significant detrimental impact on the level of service and congestion at the Guildford Road intersection and would have a compounding worsening effect on the delay and queuing length of through traffic along Guildford Road which would undermine the impact and effectiveness of the wider intersection upgrades.*

The DPLH have not provided a sensitivity analysis as part of their response.

*The Traffic Assessment Report (TAR) that is provided in **Attachment 6** included modelling for the intersection that accounted for existing and future traffic volumes with a focus on the left turn movements from Guildford Road to East Parade.*

Ultimately the proposal relates to a request for the removal of the property from the Municipal Heritage Inventory (MHI).

The City's Policy No. 7.6.5 – Heritage Management – Amendments to the Municipal Heritage Inventory (MHI Policy) sets out the criteria where Council would consider the deletion of a place.

One of these criteria is where the heritage value "cannot practically be retained in its entirety or in part because:

- a) *The location of the building on the site."*

The DPLH has submitted the TAR as part of its justification to satisfy this criteria of the MHI Policy, being that the existing location of the building would be located within the road widening area required to facilitate

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intersection upgrades.

This would result in the front façade the building which is of heritage significance needing to be removed.

CR WALLACE:

What form of development is proposed for the Mount Lawley Housing Diversity Pipeline site?

A/MANAGER STRATEGIC PLANNING & SPECIALIST PLANNER:











The DPLH have advised that a preferred proponent for the redevelopment of the subject and surrounding sites has yet to be identified and because of this there is no information available on what a future development would be.

Any future development would need to demonstrate consistency with the Residential R100 zoning under the City's Local Planning Scheme No. 2, the Residential Design Codes, and the City's Policy No. 7.1.1 – Built Form Policy (Built Form Policy) which identifies a building height standard of three storeys.

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5.1 NO. 5 (LOT: 516; PLAN: 2177) BERRYMAN STREET, MOUNT HAWTHORN - CHANGE OF USE FROM SINGLE HOUSE TO SINGLE HOUSE AND RESTAURANT/CAFE**Ward:** North

- Attachments:**
1. Consultation and Location Map 
 2. Development Application Plans 
 3. Applicant's Justification 
 4. Applicant's Operation Management Plan 
 5. Acoustic Letter of Advice 
 6. 1975 Council Determination 
 7. 1997 Council Determination 
 8. Summary of Submission - Applicant Response 
 9. Summary of Submissions - Administration Response 
 10. Determination Advice Notes 

RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the Change of Use from Single House to Single House and Restaurant/Cafe at No. 5 (Lot: 516; D/P: 2177) Berryman Street, Mount Hawthorn, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 10:

1. Development Approval

This approval relates to a Change of Use from Single House to Single House and Restaurant/Cafe as shown on the plans dated 12 February 2024. It does not relate to any other development on the site;

2. Use of Premises

- 2.1 The development shall be used in accordance with the definition of 'Single House' and 'Restaurant/Cafe' as set out in the City's Local Planning Scheme No. 2;
- 2.2 The Restaurant/Cafe use shall be contained to the 34 square metre room, annotated on the approved plans as 'Proposed Cafe', and the staff and customer car parking areas annotated on the approved plans as 'Tandem Carbays', to the satisfaction of the City. Remaining areas of the building and outdoor areas shall be used as a Single House, unless further development approval is received by the City;
- 2.3 The total number of staff attending the Restaurant/Cafe at any one time shall be limited to two (2) persons, to the satisfaction of the City;
- 2.4 The total number of customers/patrons attending the Restaurant/Cafe at any one time shall be limited to 14 persons, inclusive of dine-in and take-away customers, to the satisfaction of the City; and
- 2.5 The Restaurant/Cafe shall be limited to the following operating hours, to the satisfaction of the City:
 - Monday to Saturday: 7:00am to 4:00pm; and
 - Sunday: 9:00am to 4:00pm and Public Holidays: Closed, unless demonstrated through an Acoustic Report that the premises could operate from 7:00am on Sundays or on Public Holidays, in strict accordance with the *Environmental Protection (Noise) Regulations 1997*, and subject to the implementation of any recommended noise mitigation measures detailed in an Acoustic Report, to the satisfaction of the City;

3. Operation Management

- 3.1 The Restaurant/Cafe shall at all times operate in compliance with the Operation

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Management Plan stamp dated 12 February 2024, to the satisfaction of the City;

- 3.2 At all times, customers shall not queue, wait for take-away orders, or dine, on the adjacent footpaths and/or verge areas, to the satisfaction of the City;
- 3.3 Prior to commencement of the use, an amended Operation Management Plan shall be submitted to and approved by the City, which provides measures regarding how take-away waiting areas would be accommodated within internal areas of the building, to the satisfaction of the City. This should include designated waiting areas as well as signage advising customers that queuing, waiting and dining must occur internal to the building only, in accordance with Condition 3.2, to the satisfaction of the City; and
- 3.4 All deliveries, servicing, food/drink preparation, set-up, pack-down, cleaning, and any other activities associated with the Restaurant/Cafe shall occur within the approved hours of operation, as detailed within Condition 2.5 of this approval, to the satisfaction of the City;

4. Acoustic Report

- 4.1 An Acoustic Report, in accordance with the City's Policy No. 7.5.21 – Sound Attenuation and to the satisfaction of the City, shall be lodged with and approved by the City prior to the operation of the Restaurant/Cafe. The Acoustic Report must address all activities, equipment, and operations at the premises, including but not limited to:
- Vehicle noise (in accordance with the carpark design required by Condition 6);
 - Customer noise;
 - Noise from mechanical plants;
 - Proposed operating hours, inclusive of public holiday trading; and
 - Noise from glass waste disposal or compacting.

All of the recommended measures included in the approved Acoustic Report shall be implemented as part of the development, to the satisfaction of the City; and

- 4.2 Certification from an acoustic consultant shall be provided to the City that the recommended measures identified in the approved Acoustic Report have been undertaken to the City's satisfaction, prior to the use of the approved development;

5. Building Design

The Proposed Restaurant/Cafe shall comply at all times with the following:

- 5.1 Doors and windows fronting Berryman 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. Parking and Access

- 6.1 One (1) off-street parking bay shall be provided for use of the Single House, in the location shown on the approved plans, to the satisfaction of the City;
- 6.2 Four (4) off-street parking bays shall be provided for use of the Restaurant/Cafe, in the locations shown on the approved plans, including two (2) parking bays for staff use and two (2) parking bays for customer use, to the satisfaction of the City. The parking bays

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shall not be used for storage purposes or the like;

- 6.3 The design of the Restaurant/Café carpark shall be modified and thereafter constructed in accordance with the following specifications, prior to first use of the approved development and to the satisfaction of the City:
- 6.3.1 A 1.5 metre setback provided between the Restaurant/Cafe carpark and the southern lot boundary;
- 6.3.2 A 1.5 metre setback between the long term bicycle bay and the southern lot boundary; and
- 6.3.3 A 0.5 metre setback between the proposed crossover and the existing western power pole located in the verge;
- 6.4 Car parking and access areas associated with Single House and Restaurant/Cafe shall be sealed, drained, paved and respectively marked as 'residential only', 'staff only' and 'customer parking' in accordance with the approved plans and are to comply with the requirements of Australian Standard 2890.1, to the satisfaction of the City;
- 6.5 The operator of the Restaurant/Cafe shall ensure that access to onsite customer parking bays are available during the approved operating hours, to the satisfaction of the City;
- 6.6 A minimum of one onsite bicycle facility shall be provided and designed in accordance with the approved plans and shall comply with AS2890.3, to the satisfaction of the City; and
- 6.7 A minimum of one bicycle bay shall be provided within the Berryman Street verge, adjacent to the Restaurant/Cafe premises and in a location approved by the City. The bicycle bays shall be designed in accordance with Australian Standard 2890.3 prior to the use of the approved development, to the satisfaction of the City (see Advice Notes);
7. Landscaping
- 7.1 Prior to occupation of the Restaurant/Cafe, 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. The plan shall be drawn to a scale of 1:100, and show the following:
- 7.1.1 The location and type of existing and proposed trees and plants;
- 7.1.2 Areas to be irrigated or reticulated;
- 7.1.3 The provision trees that achieve a minimum of 60 percent (31.8 square metres) canopy coverage at maturity to the Restaurant/Café carpark. The tree species are to be consistent with the City's Tree Selection Tool so as to maximise the provision of canopy coverage, to the satisfaction of the City;
- 7.1.4 The provision of an additional landscaping area along the southern side of the carpark. The landscaping area shall have a minimum width of 1.5 metres; shall include shade providing tree/s to the staff car parking bays; and shall include a selection of fast growing shrubs or similar foliage bushes, to the satisfaction of the City; and
- 7.1.5 The retention and protection of the existing on-site tree located adjacent to "Carpark 3" and all verge trees, to the satisfaction of the City;
- 7.2 All landscaping works shall be undertaken in accordance with the landscape plan approved in accordance with Condition 7.1, prior to the occupancy or use of the Restaurant/Cafe and maintained thereafter to the satisfaction of the City;

8. Sight Lines

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Prior to use of the approved development, existing walls and fences shall be truncated or reduced to no higher than 0.75 metres, within 1.5 metres of where walls and fences adjoin the Restaurant/Cafe driveway, to the satisfaction of the City;

9. Waste Management

Prior to the operation of the approved development, a Waste Management Plan must be submitted to and approved by the City. The Waste Management Plan shall address the following:

- The location of bin storage areas shall be in accordance with location detailed within the approved Operation Management Plan;
- Screening of the Restaurant/Cafe bin store area from the street; from the outdoor living area of the Single House; and from adjoining properties, to the satisfaction of the City;
- The provision of a private collection service for the Restaurant/Cafe;
- The location of bin collection areas, being provided to the verge area of Berryman Street adjacent to the Restaurant/Cafe premises;
- The number, volume and type of bins, and the type of waste to be placed in the bins;
- Details on the future ongoing management of the bins and the bin storage areas, including cleaning, rotation and moving bins to and from the bin collection areas; and
- Frequency of bin collections to the satisfaction and specification of the City.

Once approved, the Waste Management Plan must be implemented at all times to the satisfaction of the City; and

10. Stormwater

All stormwater produced on the subject land shall be retained on site or connected to the City's drainage system at the expense of the applicant/landowner, to the satisfaction of the City.

CR CASTLE:

In relation to the provision of toilets on site, can Administration provide information on where a toilet is required. Would the public toilets in Menzies Park be a relevant consideration in the applicant not providing toilets on site?

A/MANAGER DEVELOPMENT & DESIGN:

The proposed Restaurant/Café is a Class 6 building under the National Construction Code (NCC) and there would be a requirement for one accessible toilet to be provided on-site.

At the time of the Occupancy Permit, the applicant would be required to either:

- (a) Meet the Deemed-to-Satisfy solution of the NCC by providing one accessible on-site toilet facility for the Restaurant/Cafe; or
- (b) Complete a performance based solution against the NCC, without providing a toilet. A private building surveyor would be required to determine if this is an acceptable alternative.

The Applicant's Building Surveyor has confirmed they would be able to certify the Restaurant/Café without the need for an accessible toilet.

A reason for this acceptability could be that there is a publicly accessible toilet in close proximity to the subject site, located to the northern side of Menzies Park.

The City's Building Services team have confirmed that a performance-based solution proposed by a private certifier would be supported if correctly assessed in accordance with NCC requirements at the time of Occupancy Permit.

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The City's acceptable of any Performance Solution cannot be confirmed until this assessment has been undertaken and provided to the City at the time of Occupancy Permit. This is not something that could be required to be provided at the development stage given the provision of toilets is not a planning requirement nor a relevant consideration when making a planning decision. On this basis, the requirement also cannot form a condition of development approval.

The recommended Determination Advice Notes have been updated advising the applicant/landowner of the need to address the requirement for accessible toilet facilities at the time of Occupancy Permit. This includes advice that if a Performance Solution cannot be achieved, an amended development application may be required to accommodate an on-site accessible toilet.

CR CASTLE:

In relation to Condition 2.3, it was suggested that there could be a variation to the condition to allow staff who reside at the house to work in the premises. Does Administration have a view on this?

A/MANAGER DEVELOPMENT & DESIGN:

Administration are supportive of the proposed amendment to Condition 2.3 to allow residents of the Single House to work at the Restaurant/Café, in addition to two additional external staff members.

The planning report and recommended Condition 2.3 have been updated to specify that two (2) staff members are permitted on-site, who do not reside at the Single House. This would provide no restrictions to the number of additional staff members who also reside at the Single House.

Administration are satisfied that residents of the Single House also working at the Restaurant/ Café would not result in increased parking demand. This is because sufficient parking has been provided for the residents of the Single House in accordance with deemed-to-comply standards of the R Codes. Residents would already be on site and would not result in additional trips to the premises or generate an additional parking demand.

CR CASTLE:

There were queries around Condition 2.4 relating to the number of people being restricted and Condition 3.2 which restrictions on queuing outside the premises. How would this impact on an outdoor eating area permit and what would be the impact of removing these conditions?

A/ MANAGER DEVELOPMENT & DESIGN:

In summary, the removal of Condition 2.4 and Condition 3.2 would result in an uncontrolled commercial use within a residential context, which is not supported by Administration.

This is because, in combination, the scale and intensity of the land use would not be restricted, car parking demand would increase, and there would be an increased risk of off-site amenity impacts from activity occurring within the public realm.

In the absence of clear and enforceable conditions of development approval, Council would need to be accepting of risks associated with reliance on good management by the operator and the potential for off-site amenity impacts to occur to the surrounding residential context.

Commentary Regarding the Removal of Condition 2.4:

Conditions restricting the number of patrons permitted at any given time is a standard condition of development approval applied to the majority of Café/Restaurant proposals.

This is to moderate the intensity and scale of the use that is considered as acceptable during the planning assessment, while also moderating parking demand.

In considering the removal of Condition 2.4, regard to the following matters is required:

- There would be no control on the number of patrons attending the site.
- Increased the intensity of the land use due to additional customers attending the premises.
- An additional shortfall of on-site parking would be triggered in accordance with Non-Residential Parking Policy, which would require:
 - Consideration of the acceptability regarding an increase in parking demand and reliance on parking in the surrounding streets.

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- Consideration of whether additional on-street parking would detrimentally impact the surrounding area.
- Consideration regarding the requirement for payment-in-lieu of parking, due to the resultant parking shortfall.

Administration is not supportive of the removal of Condition 2.4. This is because the current restriction ensures the Restaurant/Café would operate at an appropriate scale and intensity. A restriction on the number of patrons for this application is of particular importance due to the context of the site being surrounded by residential properties.

Commentary Regarding the Removal of Condition 3.2:

Condition 3.2 seeks to prevent noise and activity generated by patrons waiting, queuing or dining outside the premises, impacting upon the adjoining residential properties.

Queuing, waiting and dining of patrons within the public realm has been a key source of nuisance for similar uses within the City and other local governments, where in close proximity to residential areas.

This includes issues such as queues extending down street frontages as well as noise impacts associated with patrons while queuing, waiting for orders or dining.

Based on previous experiences and given the location of the Restaurant/Café within a Residential area, Administration has pre-empted some of the issues that may occur, dependent on the popularity of the premises.

The purpose of Condition 3.2 would ensure that the Restaurant/ Café is complimentary with and compatible to the Residential zone by providing a tangible measure to restrict all queuing, dining and waiting outside the premises. The City's Solicitor advised Condition 3.2 is valid and enforceable.

If Condition 3.2 were removed, the applicant could obtain an Outdoor Eating Permit for dining in the verge, as depicted on the approved plans.

In considering the removal of Condition 3.2, regard to the following consequences is required:

- There are no tangible measures to manage queue lengths. This may result in queues extending beyond the site frontage, dependent on the popularity of the business.
- Increased noise within the public realm, which may provide off-site amenity impacts to adjoining residential properties.
- Acceptance of an uncontrolled commercial use located within a residential context.
- An increased number of patrons attending the site, resulting in an overall increased intensity as well as increased demand on on-street parking.

CR CASTLE:

In relation to the public holidays being closed, is there a particular reason for that?

A/ MANAGER DEVELOPMENT & DESIGN

Condition 2.5 seeks to permit operation on public holidays, subject to an Acoustic Report confirming the operation would comply with the Noise Regulations.

An amendment has been made to recommended Condition 2.5 to provide greater clarity regarding this.

This condition of approval would permit the premises to operate on Sundays and Public Holidays between the hours of 9:00am and 4:00pm. The reference to the Acoustic Report in the condition is intended to allow the premises to begin operating from 7:00am, subject to the findings of the Acoustic Report demonstrating that it could operate in accordance with the Noise Regulations. This is because between 7:00am and 9:00am, the proposed operating hours would fall within the night-time period under the Noise Regulations and any operation during this period may provide adverse noise impacts to surrounding properties due to non-compliance with the Noise Regulations.

CR CASTLE:

What was the amount of repeat submissions across the three consultation periods and where did the submissions come from in relation to the subject site?

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A/MANAGER DEVELOPMENT & DESIGN:

At the conclusion of the three consultation periods, a total of 139 submissions were received, 20 of which were from those who had previously made a submission. This included 10 submitters who affirmed their support and 10 submitters who affirmed their objection.

When removing all repeat submissions, the proposal received a total of 119 submissions, including:

- 101 submissions in support
- 17 submissions in objection
- One neither supporting nor objecting but raising concerns.

To protect the anonymity of submitters, the exact location of where submissions were received from cannot be disclosed on the public record. The below table provides a summary of where submissions were received:

Submission Type	Submission Location		
	Within 50m of the subject site	Outside 50m of the subject site	Total
Support	3	98	101
Object	8	9	17
Neither support or object	Nil	1	1
Total	11	108	119

CR WOOLF:

Can Administration confirm whether the applicant was notified of the consultation periods.

A/MANAGER DEVELOPMENT & DESIGN

Administration confirms that the applicant was notified prior to each community consultation period commencing.

CR WALLACE:

Why are Administration accepting of an acoustic letter being provided in lieu of an acoustic report that includes noise modelling?

A/MANAGER DEVELOPMENT & DESIGN:

In this particular instance, Administration are supportive of the conditioning of an Acoustic Report to be provided following development approval being issued. This is based on the combination of the following factors, which provide a level of certainty that the proposal would comply with the Noise Regulations and meet the objectives of the Sound Attenuation Policy:

- The favourable location and siting of the Restaurant/Café tenancy would result in the majority of activity being directed to Berryman Street and Menzies Park. This reduces the level of activity and associated noise being directed towards adjoining residential properties.
- The small scale of the tenancy.
- The tenancy was designed and previously used as non-residential development.
- Vehicle movements associated with Restaurant/Café are low. Noise generated from the carpark would be consistent with that expected within the existing context.
- A desktop analysis undertaken by Acoustic Consultant providing and informed analysis that the proposal would comply.

On this basis, there is minimal risk requiring an Acoustic Report to be provided following development approval.

CR WALLACE:

What would be the cost to the applicant be when obtaining an Acoustic Report?

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A/MANAGER DEVELOPMENT & DESIGN:

The applicant has advised that the cost of obtaining an Acoustic Report prepared in accordance with the City's Sound Attenuation Policy would be approximately \$3,000.00. The cost of obtaining an Acoustic Report was not a reason as to why Administration was accepting of the report being provided as a condition of development approval.

The applicant provided the following feedback regarding why an Acoustic Report was not provided as part of the Development Application:

- The request for the acoustic assessment originated from concerns that the four car bays being provided on the western side of the site resulting in excessive noise impacts, not from concerns that the general operation of the café itself.
- This is also why the acoustic advice sought addresses only the impact of the car parking area. Our view is that the four car bays do not warrant a full acoustic assessment, two of these bays are staff bays that would have minimal turnover, and the context of the area is that the affected sites front onto verge parking for a sporting reserve which in our view is likely to see more turnover than the visitor bays. In this context a couple of visitor parking bays seem unlikely to present an undue impact.

CR WALLACE:

Would the acoustic report need to cover off noise from queuing outside the tenancy to comply with the Sound Attenuation Policy?

A/MANAGER DEVELOPMENT & DESIGN:

The City's Sound Attenuation Policy does not provide specific standards regarding the attenuation of noise for alfresco dining or patrons waiting/queuing within public realm.

In considering the acceptability of the land use, including associated alfresco dining, it would be reasonable to require any acoustic report to project (model) sound levels from patrons (both when seated or standing, and associated activities such as dining or just standing), to help inform whether the alfresco dining would be suitable for its location.

In considering noise sources that could have an amenity impact, but are difficult to attenuate, such as patron noise, behaviours, set up and pack down of furniture, either of the following options could be considered:

1. Submission of an acoustic report that demonstrate compliance with the assigned levels can be achieved. This would model noise based on an accepted standard; or
2. Conditions on the development approval, that limit the activities on site, that can reasonably concluded amenity impacts would be limited.

In the absence of an Acoustic Report, the effect of Condition 3.2 is intended to restrict queuing, waiting and dining to be within the premises to ensure that noise and activity is contained within the site and to limit noise and amenity impacts to surrounding properties.

In the instance that alfresco dining were permitted, noise emissions within the public realm from the alfresco and activity attributed to the Café/Restaurant could be investigated by the City. While an investigation can be undertaken, the assigned levels of the Noise Regulations cannot be relied on given the noise relates to patron noise/behaviour. Instead, the City would need to rely on the business operator implementing meaningful management measures to mitigate noise. This does not guarantee all amenity impacts will be mitigated. In the instance that alfresco dining were permitted, Administration would recommend a condition of development approval relating to the development and implementation of an Operational Management Plan.

CR LA FONTAINE:

What is the frequency of waste pick-up?

A/MANAGER DEVELOPMENT & DESIGN:

The applicant has advised waste collection would be expected to occur once a week.

This will be confirmed through the submission of the waste management plan.

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MAYOR ALISON XAMON:

Concerns have been raised about the state of the verge opposite. I understand that there may be some works planned to deal with that. Is there an indication, whether any of that will incorporate parking, noting that cars park there now – it's a dust bowl. Can I get an indication of what's intended to happen with the verge immediately opposite this?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

In response to a motion carried at the Annual Meeting of Electors, Council resolved that "Administration identifies a temporary solution to stabilise and mitigate dust on this section of verge and brings a report back to Council with a recommendation for a permanent solution by no later than March 2025."

The dust has arisen due to water saving measures taken to address the reduction in the City's ground water licence.

MAYOR ALISON XAMON:

Please indicate a timeframe for a resolution around whether there will be additional parking or not?

EXECUTIVE DIRECTOR INFRASTRUCTURE & ENVIRONMENT:

The intention is to design and trial a solution that incorporates car parking on a water permeable surface, stormwater capture and appropriate landscaping/planting. Drainage Design is anticipated to be completed in January 2025.

OTHER MATTERS:

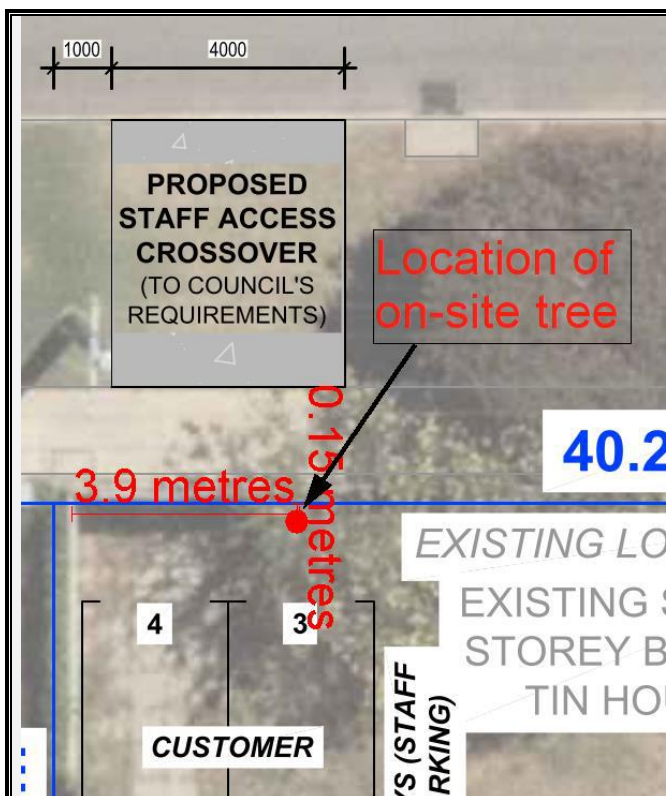
Following the Council Briefing session, it came to Administration's attention that an existing on-site tree would need to be removed to accommodate the proposed Restaurant/Café parking arrangements.

The previous assessment undertaken by Administration, as presented within the Council Briefing report, was based on an understanding that the location of the tree was to the east of the car parking bays. This meant the tree could be retained as it would not conflict with the proposed driveway or any of the car bays.

Following on-site measurements, it has been confirmed that existing on-site tree is setback 3.9 metres from the western lot boundary and 0.15m from the street boundary, as shown in the below image. This means the tree would conflict with the proposed driveway to Car bay 3.

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The options to resolve this issue include:

1. Removal of the on-site tree to accommodate Car Bay 1 and 3; or
2. Retention of the existing tree which means Car Bays 1 and 3 could not be provided. This option would result in a new departure regarding a shortfall of two customer parking bays on-site.

In considering the above two options, Administration would not be supportive of the removal of the on-site tree. This is because the proposal would not meet the objectives of the Built Form Policy where the retention of healthy and mature trees should be prioritised. The tree is a mature and healthy specimen with ongoing viability.

Following an assessment against the objectives of the Non-Residential Parking Policy, Administration are supportive of a shortfall of two (2) on-site parking bays. This is because there is sufficient on-street parking available within the immediate context, that would not detrimentally impact the surrounding area.

Option 2 is the preferred way forward as the tree would be retained and relevant parking objectives are achieved. To resolve this issue and proceed with Option 2, the officer report has been updated to reflect the required changes.

Changes to the officer report are summarised as follows:

- Detailed Assessment table updated to identify a new departure of two on-site car parking bay shortfall. The Comments section of the report has been updated to consider the acceptability of this one bay shortfall.
- Comments section updated to consider the design of the amended carparking arrangement.
- Conditions of approval added requiring a modified carpark layout that retains the existing tree.
- Existing recommended Condition 7.1.5 amended to ensure the existing tree is retained.

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At 6.48pm Senior Projects and Strategy Officer left the meeting and did not return.
At 7.19pm Manager Ranger Services left the meeting and did not return.

5.5 VARIATION OF LEASE TO WEST AUSTRALIAN TENNIS ASSOCIATION INC (ROBERTSON PARK TENNIS CENTRE)

Attachments: 1. Robertson Park Tennis Centre lease plan 
2. Robertson Park development Staging plan 

RECOMMENDATION:

That Council

1. **APPROVES** a variation of lease with West Australian Tennis Association Inc (ABN 90 803 634 736) located at a portion of 176 Fitzgerald Street, Perth as follows:
 - 1.1 waiver of rent; and
 - 1.2 extend the tenure of the lease to expire, whichever date occurs later:
 - 1.2.1 on 29 August 2025; or
 - 1.2.2 until Stages 1A and 1B works for the Robertson Park Development Plan relating to the Robertson Park Tennis Centre are completed; and
2. **Subject to satisfactory negotiations being carried out by the Chief Executive Officer, AUTHORISES** the Mayor and CEO to execute the Deed of Variation of Lease in accordance with the Execution of Documents Policy.

CR WORNER:

Why have the tennis courts fallen into such a state of disrepair under the management of the leasee, Isn't it part of the terms of the lease that Tennis West upkeep maintenance of the grass courts?

EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

When Tennis West entered into the current lease to take over running of Robertson Park Tennis Centre in 2020, it was with the intention to continue the operations of tennis coaching, court hire and competitions at the Robertson Park Tennis Centre.

The Lease expressly states that the City would commence developing the tennis centre (as part of the renewal project of the Robertson Park Development Plan) within 24 - 36 months from the commencement of the lease in 2020. It is noted that the CSRFF funding was only received late last year and works as part of Stage 1A of the development plan have just commenced. The tennis courts were accepted by Tennis West on an 'as is' basis with intention that the development plan would commence soon after the lease had commenced.

Due to the delay in commencing works on the development plan, and notwithstanding that it is Tennis West's obligation to maintain the courts, it has not been financially viable for the operator to continue to maintain those courts where conditions have deteriorated to a point beyond repair and need to be replaced. The maintenance costs of the courts would have been generated from the income from hiring of the courts but due to its poor condition, these courts have only been hireable for casual tennis games resulting in the operator's reduced income.

It is also to be noted that the Lease does not require Tennis West to rectify any damage to the tennis courts that occurred prior to the commencement date.

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8.1 GOVERNANCE FRAMEWORK REVIEW 2024

Attachments: 1. Governance Framework Review 2024 - Tracked Changes 

RECOMMENDATION:

That Council:

1. **NOTES** the review of the Governance Framework, as outlined in this report; and
2. **ADOPTS** the updated Governance Framework, as tracked at Attachment 1.

CR WOOLF:

The attachment does not seem to be complete and contains a number of markups will this be updated for Council's adoption?



EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:

The recommendation has been updated to show which changes will be made after approval by Council. A draft of the final document has also now been as Attachment 2 for adoption.

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5.4 LICENCE TO EXIPNOS PTY LTD (TRADING AS BRIKA BAR) ON PORTION OF PARRY STREET ROAD RESERVE ADJACENT TO UNITS 3 AND 4, NO. 177 STIRLING STREET, PERTH

- Attachments:**
1. Licence Area 
 2. Market Valuation - Confidential
 3. FYE 2019 Audited Financials - Confidential
 4. FYE 2020 Audited Financials - Confidential
 5. Development Approval for Structure 3 December 2013 

RECOMMENDATION:

That Council:

1. **APPROVES** the City granting a licence to Exipnos Pty Ltd (trading as Brika Bar) (ACN 162 355 339) of a portion of Parry Street road reserve adjacent to Lots 3 and 4 on Strata Plan 59820, Certificate of Title Volume 2807, Folio 731 and 732 (known as Units 3 & 4 of 177 Stirling Street, Perth), as shown in Attachment 1, on the following key terms:
 - 1.1 **Term:** 5 years
 - 1.2 **Licence Area:** 95 m² of Parry Street road reserve (verge area);
 - 1.3 **Licence fee:** \$1,000 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 Brika Bar;
 - 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;

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- 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; and
- 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.

NO QUESTIONS

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REPORTS WITH NO DISCUSSION

5.3 APPOINTMENT OF THE DESIGN REVIEW PANEL

- Attachments:
1. Summary of Applicants - Confidential
 2. Summary of Interviews - Confidential
 3. Amended Terms of Reference 
 4. Draft Amended Terms of Reference (Tracked) 
 5. Design Review Panel Recommended Members 2024 - Confidential

RECOMMENDATION:

That Council:

1. ADOPTS the amended Design Review Panel – Terms of Reference included as Attachment 3;
2. APPOINTS the Applicants in Confidential Attachment 5 to the City's Design Review Panel from 18 May 2024 to 18 May 2026:
 - 2.1. Applicant 1;
 - 2.2. Applicant 2;
 - 2.3. Applicant 3;
 - 2.4. Applicant 4;
 - 2.5. Applicant 5;
 - 2.6. Applicant 6;
 - 2.7. Applicant 7;
 - 2.8. Applicant 8;
 - 2.9. Applicant 9;
 - 2.10. Applicant 10;
 - 2.11. Applicant 11;
 - 2.12. Applicant 12;
 - 2.13. Applicant 13; and
 - 2.14. Applicant 14; and
3. NOTES that:
 - 3.1. The City's Design Review Panel term expires on 17 May 2024; and
 - 3.2. Administration will notify all applicants of the Design Review Panel appointments and induct the successful applicants onto the Design Review Panel.

NO QUESTIONS

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6.2 RFT IE269/2023 PROVISION OF PLUMBING AND GAS MAINTENANCE SERVICES**Attachments:** 1. Evaluation Worksheet RFT IE269-2023 - Confidential**RECOMMENDATION:****That Council:**

1. **NOTES** the outcome of the evaluation process for Tender IE269/2023 Provision of Plumbing and Gas Maintenance Services; and
2. **ACCEPTS** the tender submission of Finestone Investments Pty t/a Ace Plus for Tender IE269/2023 Provision of Plumbing and Gas Maintenance Services.

NO QUESTIONS

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6.3 ADOPTION OF THE PARKING AMENDMENT LOCAL LAW 2024

- Attachments:
1. Parking Amendment Local Law 2024 clean copy 
 2. Parking Amendment Local Law 2024 with changes 
 3. Parking Amendment Local Law 2024 - DLGSC comments 
 4. Parking Amendment Local Law 2024 - Public submissions 

RECOMMENDATION:

That Council:

1. GIVES NOTICE that the purpose of the Parking Amendment Local Law 2024 is to amend certain provisions of the City of Vincent Parking Local Law 2023; and
2. GIVES NOTICE that the effect of the Parking Amendment Local Law 2024 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; and
3. MAKES BY ABSOLUTE MAJORITY the Parking Amendment Local Law 2024 at Attachment 1, in accordance with section 3.12(4) of the *Local Government Act 1995* subject to the Chief Executive Officer;
 - 3.1 publishing the Parking Amendment Local Law 2024 in the Government Gazette in accordance with s3.12(5) of the *Local Government Act 1995* and providing a copy to the Minister for Local Government; and
 - 3.2 following Gazettal, providing local public notice in accordance with s3.12(6) of the *Local Government Act 1995*, and providing a copy of the law and Explanatory Memorandum signed by the Mayor and Chief Executive Officer to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

NO QUESTIONS

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7.1 FINANCIAL STATEMENTS AS AT 29 FEBRUARY 2024

Attachments: 1. Financial Statements as at 29 February 2024 

RECOMMENDATION:





That Council RECEIVES the Financial Statements for the month ended 29 February 2024 as shown in Attachment 1.

NO QUESTIONS

COUNCIL BRIEFING NOTES

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7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 FEBRUARY 2024 TO 29 FEBRUARY 2024

- Attachments:
1. February 2024 Payments by EFT and Payroll 
 2. February 2024 Payments by Direct Debit 
 3. February 2024 Payments by Cheque 
 4. February 2024 AMPOL Fuel Card 

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 February 2024 to 29 February 2024 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$5,899,385.40
Cheques	\$1,252.37
Direct debits, including credit cards	\$595,996.11
Total payments for February 2024	\$6,496,633.88

NO QUESTIONS

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7.3 INVESTMENT REPORT AS AT 29 FEBRUARY 2024

Attachments: 1. Investment Statistics as at 29 February 2024 

RECOMMENDATION:

That Council NOTES the Investment Statistics for the month ended 29 February 2024 as detailed in Attachment 1.

NO QUESTIONS

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8.2 INFORMATION BULLETIN

- Attachments:
1. Unconfirmed Minutes of the Catalina Regional Council Meeting held on 15 February 2024 
 2. Unconfirmed Minutes of the MIndarie Regional Council Meeting 28 March 2024 
 3. Statistics for Development Services Applications as at the end of March 2024 
 4. Register of Legal Action and Prosecutions Monthly - Confidential
 5. Register of State Administrative Tribunal (SAT) Appeals - Progress Report as at 4 April 2024 
 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 - April 2024 
 9. Register of Notices of Motion - Progress Report - April 2024 
 10. Register of Reports to be Actioned - Progress Report - April 2024 
 11. Council Meeting Statistics - March 2024 
 12. Council Workshop Items since 5 March 2024 
 13. Council Briefing Notes - 12 March 2024 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated April 2024.

ADDITIONAL INFORMATION:

The SAT registers have been updated in relation to the matters at:

- No. 334-346 Beaufort Street, Perth;
- No. 414-414 Fitzgerald Street, North Perth; and

No. 37-43 Stuart Street, Perth.

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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

Nil

12 CLOSURE

There being no further business the meeting closed at 7.27pm.

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

**11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE
CLOSED**

12 CLOSURE