

# **AGENDA**

# Council Briefing 12 November 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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Public Questions will be strictly limited to three (3) minutes per person.

The following conditions apply to public questions and statements:

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

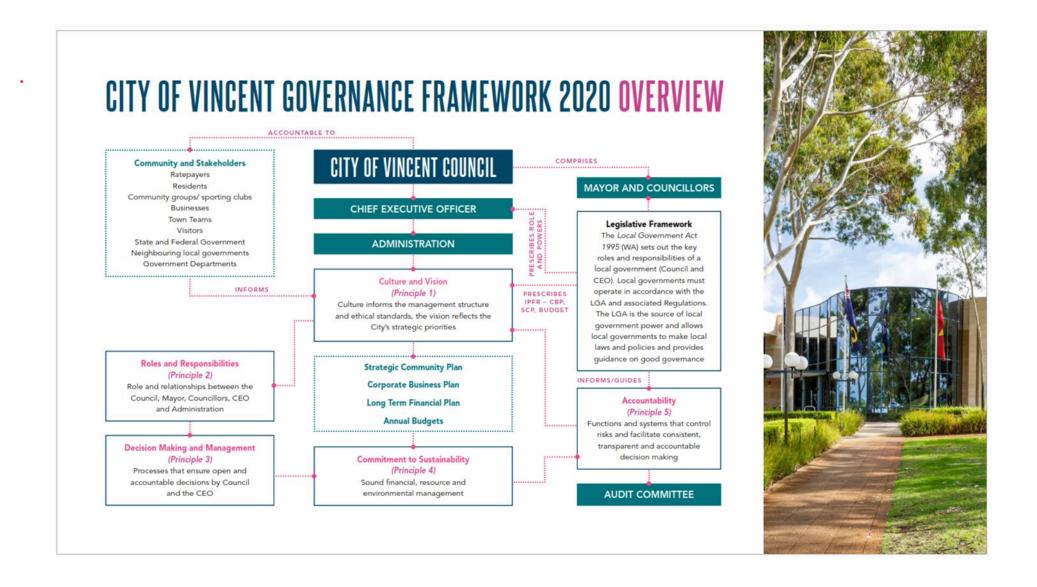
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- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Governance Team on 08 9273 6500.

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#### COMMUNITY PRIORITIES AND OUTCOMES WE WILL STRIVE TO ACHIEVE



#### ENHANCED ENVIRONMENT

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



#### CONNECTED & HEALTHY COMMUNITY

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



#### SENSITIVE DESIGN

- Our built form is attractive and diverse, in line with our growing and changing community.
- Our built form character and heritage is protected and enhanced.
- Our planning framework supports quality design, sustainable urban built form and is responsive to our community and local context.
- More people living in, working in, or enjoying our town centres.



#### ACCESSIBLE CITY

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



#### THRIVING PLACES

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



#### INNOVATIVE AND ACCOUNTABLE

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

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

### 1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

- 3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS
- 4 DECLARATIONS OF INTEREST

#### 5 STRATEGY & DEVELOPMENT

#### 5.1 REVIEW OF POLICY NO. 7.6.3 - TREES OF SIGNIFICANCE

#### **Attachments:**

- 1. Draft Local Planning Policy Trees of Significance 🗓 🖺
- 2. Review of Policy No. 7.6.3 Trees of Significance 4
- 3. Draft Trees of Significance Fund Guidelines 4

#### **RECOMMENDATION**

#### **That Council**

- 1. PREPARES the amendments to Policy No. 7.6.3 Trees of Significance as included as Attachment 1 in accordance with Schedule 2, Part 2, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
- 2. AUTHORISES the Chief Executive Officer to advertise the proposed amendments in accordance with Schedule 2, Part 2, Clause 4(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; and
- 3. NOTES that the amendments proposed in the review of Policy No.7.6.3 Trees of Significance would require amendments to the City's Register of Delegations, Authorisations and Appointments. These would be considered at a future Council Meeting concurrently when the amended Policy No.7.6.3 Trees of Significance is considered for final approval.

#### **PURPOSE OF REPORT:**

The purpose of this report is for Council to consider amendments to Policy No. 7.6.3 – Trees of Significance (Policy No. 7.6.3) for the purposes of public advertising. This includes renaming of the policy to Local Planning Policy – Trees of Significance (Tree of Significance Policy).

The draft Tree of Significance Policy is included in Attachment 1.

#### **DELEGATION:**

In accordance with Clause 5 of the *Planning and Development (Local Planning Scheme) Regulations 2015*, a local government may make an amendment to a local planning policy in respect of any matter related to the planning and development of the Scheme area.

In accordance with the Local Government Act 1995 the term 'local government' refers to the elected Council.

Council has not provided any delegation to Administration for amending existing local planning policies.

#### **BACKGROUND:**

### Tree Canopy on Private Properties

Perth has the lowest tree canopy coverage in Australia and is continuing to see a loss of existing trees as part of new developments and within the public realm. This tree canopy loss is being accelerated due to the spread of polyphagous shot-hole borer. Currently the planning framework provides limited controls for the retention of existing trees and the provision of new tree canopy.

Through the ongoing review of its local planning framework, there is the opportunity for the City to investigate new mechanisms to improve Vincent's urban canopy, and to continue to be a leader in advocating for improved urban greening and environmentally sustainable design through new development.

At its meeting on 19 March 2024 Council adopted Mayor Xamon's Notice of Motion (NOM). The NOM seeks to protect more tree canopy on private land and is as follows:

- 1. NOTES the critical role that tree canopy plays in making cities liveable, reducing the urban heat island effect and providing a habitat for local flora and fauna; and
- 2. REQUESTS that the City:
  - 2.1 Prioritises the progress of planning controls to ensure greater protection of trees and canopy provision on private land; and
  - 2.2 Advocates to the Western Australian Planning Commission and Minister for Planning for greater protection of trees on private land.

Resolution 2.1 – Investigation of Planning Controls

Administration has undertaken a review of existing measures that local, state and territory governments across Australia, as well as several international governments, have undertaken to address the loss of trees on private land.

This has identified that while there are some existing planning controls that are available to ensure the protection and enhancement of tree canopy on private property, there are also barriers to implementing these measures.

Based on its review Administration recommends a multi-phased approach to protecting trees and improving urban canopy on private land. This would include short, medium and longer term responses:

- <u>Short Term</u> This is a combination of tree protection measures under the Trees of Significance Policy and incentives for the retention of trees on private property through an expansion of the GreenTrack program.
- Medium to Long Term This would consist of providing additional incentives and tree protection guidance and provisions throughout the City's planning framework. This includes amending the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and the current review of the Local Planning Strategy and Local Planning Scheme No. 2 (LPS2).

Any provisions and incentives would also need to be supported by obtaining improved data and mapping collection for tree canopy.

Administration has reviewed and drafted an amended Trees of Significance Policy for the purposes of community consultation, as included as **Attachment 1**.

Resolution 2.2 - Advocating to State Government

Since the March Council Meeting, Administration has been advocating for greater tree protection as part of attending meetings of the WALGA Planning Advisory and Urban Forrest Working Groups and Perth Inner-City Group (PICG) meetings. This work has included collaborating with other planning units in the ICCG in the preparation of briefing and scoping papers.

It is expected that the Department of Planning, Lands and Heritage will release the draft Urban Forest Strategy for Perth and Peel by the end of the year. The City made a submission in respect to this draft Strategy.

Trees of Significance Policy

The current Policy No. 7.6.3 – Trees of Significance aims to:

- Inform applicants and residents that trees listed on the City's <u>Trees of Significance Inventory</u> (Inventory) are protected under the City's LPS2.
- Provide direction on the requirements for trees listed on the Inventory.
- Provide a framework for owners to nominate trees for inclusion on the Inventory.

The existing Policy No. 7.6.3 guides the nomination of and the planning requirements for trees that are listed on the Inventory.

Currently landowners must nominate trees for inclusion on the Inventory, and the nomination needs to be accompanied by an arborist report.

Trees that are listed on the Inventory have the protection of LPS2 and requires development approval for any works in accordance with the following clause of LPS2:

#### 61. Development for which development approval not required

- 1) Development approval is not required for works if
  - a. the works are of a class specified in Column 1 of an item in the Table; and
  - b. conditions are set out in Column 2 of the Table opposite that item all of those conditions are satisfied in relation to the works.

	Column 1	Column 2
	Works	Conditions
1A	Works to remove, destroy or interfere	(a) The tree is not listed on the City of
	with any tree(s).	Vincent Trees of Significance Inventory.

This includes low scale works such as maintenance and pruning, up to complete removal of the tree.

There are currently nine trees on the Inventory that are located on private property. The remaining trees are located in the public realm.

#### **DETAILS:**

The Inventory and supporting Trees of Significance Policy provides for the greatest protection of trees on private property.

This is because these are supported by an existing provision of LPS2 that does not allow for the removal of a listed tree on the Inventory without development approval.

To date there has been a low uptake in the nomination of significant trees on private land.

Administration's review of the existing Policy No. 7.6.3 is intended to make it easier for landowners to nominate a tree for inclusion in the Inventory, and to simplify processes for maintenance of registered trees.

The review is included in **Attachment 2** and summarised below.

Summary of Policy Review				
Theme	Issues	Administration Comments		
Third Party Nominations	Current Policy is silent on third party nominations.	In addition to landowners, third parties would be able to nominate trees for inclusion on the Inventory where the trees are not located on their own property.  This would increase the opportunity for nominations to be		
Criteria for listing a tree on the inventory	The current criteria can be considered onerous and restrictive.	made and for trees to be listed on the Inventory.  To simplify the criteria for nominating trees Administration proposes to use the R Codes definition of a Significant Existing Tree which includes trees of a 4 metre height and/or canopy.		
		In comparison the protected trees listed in the WALGA  Model Policy is 8 metres high and/or a canopy of at least 6 metres.		
		Administration has also included reference to the following native species which do not meet the criteria listed above. These species include the Nuytsia floribunda (Western Australian Christmas Tree), Xanthorrhoea (Grass Tree), and Banksia species.		

Summary of Policy Review			
Theme Issues		Administration Comments	
Process for listing a tree on the Inventory	Current Policy outlines that Council is required to approve listings. This adds	Simplified process to enable Administration to approve the listing of new trees when nominated by a landowner.	
and inventory	significant time to listing a tree.	The exception to this is where a third party nomination is received, and the landowner of the property where the tree is located objects to the nomination. Council would be required to determine these requests.	
		Council would also be required to determine requests to remove trees from the Inventory.	
		The changes specified above will require the amending of the City's Register of Delegations, Authorisations and Appointments.	
		In accordance with section 5.42 of the <i>Local Government Act 1995</i> , the power to delegate local government powers and duties to the CEO requires an absolute majority and vote.	
		These changes would be considered at the time that amended policy is considered for final approval.	
Exemptions to development approval	The current Policy requires all development approval for all works to a tree listed on the Inventory	Acknowledging the difficulty in undertaking maintenance/pruning trees of significance, Administration proposes to provide exemptions from requiring development approval.	
		These exemptions are based on those included in the WALGA Model Policy.	
Other Incentives	The existing policy does not provide any other incentives.	The current Policy No. 7.6.3 does not provide for any consideration of development standards where it would provide a site responsive design that would retain a significant tree.	
		It is proposed to reference consideration of departures to development standards in retaining trees as part of redevelopment proposals.	
		This would further incentivise the nomination of trees to the Inventory. It would also promote tree retention through design and could be considered on a case-by-case basis for each proposal.	

### **CONSULTATION/ADVERTISING:**

In accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, public notice of an amended local planning policy must be published in local newspapers and published on the local government's website.

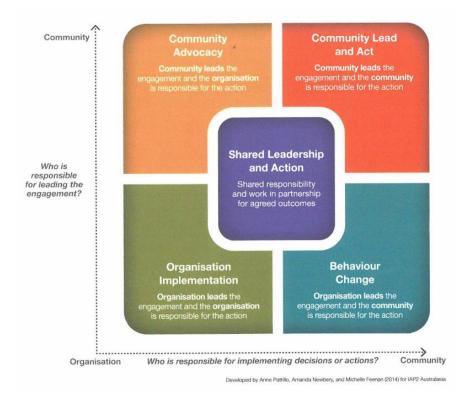
Public consultation would align with the City's <u>Community and Stakeholder Engagement Policy</u> that sets out for public consultation to occur for a minimum period 21 days in the following ways:

- notice published on the City's website;
- notice posted to the City's social media;
- notice published in the local newspapers;
- notice at the City's Administration and Library and Local History Centre;
- letters distributed to owners of properties with registered significant trees and to the property owners of large or mature trees identified by Administration;
- notice to interest groups including the Western Australian Tree Canopy Advocates, Landscape Architects (WA branch), the City's DRP members and Arboriculturist Association of Western Australia; and
- notice to groups representing the development industry such as the Urban Development Institute of Australia (WA branch) and Housing Industry Association (WA branch) to seek feedback on proposed development incentives.

#### Awareness and Marketing Campaign

Administration will be developing a further marketing and communication campaign to raise awareness of the amended Policy as well as the crucial role urban tree canopy plays in making our urban environment liveable and contributing to local biodiversity by providing a habitat for local fauna.

This campaign will run parallel with the proposed expansion of GreenTrack for tree retention.



#### Shared Leadership and Action

Communities and organisations participate and contribute to the decisioins and also lead and take responsibility for action towards the outcomes.

**Tension**: The baton changes between project partners at different speeds of action.

Mitigation: Lots of communication, clear roles and monitoring.

You could support community responses to key community, environmental, economic or social problems or opportunities

Provide support if asked and is appropriate

#### LEGAL/POLICY:

#### Planning Framework

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

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

Schedule 2, Part 3, Clause 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides the procedure for amending a local planning policy.

The purpose of the Tree of Significance Policy is to is to provide a comprehensive framework for the management of significant trees within Vincent.

The Tree of Significance Policy provides a mechanism for the nomination and assessment of trees for inclusion on the Inventory, and incentives for the retention and maintenance of trees listed in the Inventory.

Unlike a policy that amends certain provisions of the R Codes or a new scheme provision, the Tree of Significance Policy and existing LPS2 provision do not require approval from the WAPC and Minister for Planning.

Longer term responses recommended by Administration to deal with protection of trees on private land is intended to include additional incentives and tree protection guidance and provisions in the City's planning framework. This includes the current review of the Local Planning Strategy and LPS2 and the forthcoming review of the Built Form Policy. These would require the approval of the WAPC and in some instances the Minister for Planning.

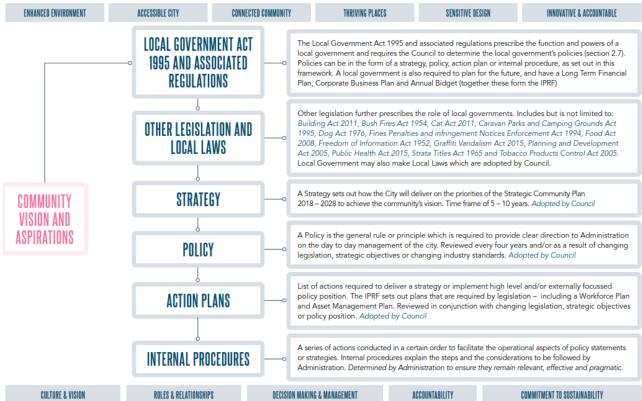
#### Policy Development and Review Policy

The City's <u>Policy Development and Review Policy</u> sets out the process for the development and review of the City's policy documents.

In accordance with section 2.3 of the Policy Development and Review Policy:

The purpose of a policy is to provide a general rule or principle to guide Administration and the community on the City's decision making and advocacy.

### LOCAL GOVERNMENT DECISION MAKING HIERARCHY



#### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to undertake community consultation of the draft Policy as it has been prepared in accordance with the <u>Policy Development and Review Policy</u> and has been developed following consideration of other tree protection strategies employed elsewhere by local governments.

#### 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.

We have minimised our impact on the environment.

#### Connected and Healthy Community

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

### Innovative and Accountable

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

#### SUSTAINABILITY IMPLICATIONS:

This 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:

#### **Financial Implications**

The City's existing operating budget is sufficient to undertake the review and community consultation activities related to the policy review.

The existing Tree of Significance Fund currently provides for grants of up to \$2,000 to owners of listed trees to undertake works or to procure arborist advice. This grant program is managed by both the existing Policy and the Community Funding Policy.

The funding program for trees listed in the Inventory is to be guided be annual Tree of Significance Fund Guidelines (Guidelines). This allows for the maintenance program to be modified depending on yearly budget.

For the remainder of the 2024/2025 financial year, Administration is proposing to fund all of the items listed in Table 1 in their entirety. The 2024/25 Guidelines are included in **Attachment 3**.

The estimated costs over a five year period are included in the table below.

Current program			
The Tree of Significance Fund	Funds will generally be provided per tree on a dollar-for-dollar basis to a maximum of \$2000 in any 5-year period.		
	Administration has budgeted \$2000 for this financial year to cover the existing nine trees.		
	Proposed Program		
Item	Estimated Costs		
Tree maintenance costs	Up to \$2000 over a five-year period per tree.		
Design Review Panel	\$400 per two-hour review. This will include a site visit to inspect the tree and		
advice the provision of advice.			
Arborist Report per nominated tree  On the advice of the DRP member, an arborist report can be commissi by the City and provided to applicants. These reports can cost from \$45,000.			
	Future Budget Implications		
Number of Additional	Estimated cost* per year		
Nominated Trees	*Maximum estimated cost used from above maintenance, DRP & Arborist		
	costs.		
5	\$22,000		
10	\$44,000		
20	\$88,000		
30	\$132,000		
50	\$220,000		

### Resource Implications

Administration will monitor the uptake of nominations to inform the preparation of future budgets. An alternative approach could be to consider a dedicated arborist position within Administration to assist in rolling out this and other City programs. This may result in lower costs by removing the need for external assistance.

#### **COMMENTS:**

#### Intended Approach to Tree Protection

The review of Policy No. 7.6.3 included in **Attachment 2** is one of the first initiatives in Administration's recommended program to protect trees on private land. This would be supported by a broader review of the City's planning framework in the coming 12-18 months.

Administration has recommended this approach as the existing scheme provision for significant trees provides the greatest protection for trees on private land. This is because development approval is required for any significant tree to be removed and this has the 'force and effect' of the scheme.

Any other policy response, including the use of WALGA's Model Template, would require LPS2 to be amended to remove the significant tree protection clause before the policy could be pursued. An amendment to LPS2 typically takes 12-18 months and requires the Minister for Planning's approval. It would also mean that there would no longer be a scheme provision for the protection of any type of trees on private property.

Long term responses recommended by Administration include additional incentives and tree protection guidance and provisions throughout the City's planning framework, as part of the current review of the Local Planning Strategy and LPS2, and the forthcoming review of the Built Form Policy.

Administration will also continue advocating for wider protection of urban tree canopy across the metropolitan region, and for frequent updates to the State Government's <u>Urban Tree Canopy Dashboard</u>. This is to ensure a current, reliable and centralised source of tree canopy mapping. This data is crucial for accurate measuring and reporting.

#### Comment on Proposed Amendments to Existing Policy

The key modifications to the existing Policy No. 7.6.3 recommended by Administration are discussed below:

 <u>Third Party Nominations</u> – Providing a framework for third parties to nominate trees for inclusion on the Inventory with the aim of expanding the number of trees listed on the Inventory.

This is an improvement on the current Policy which is silent on third party nominations and has typically relied on landowners nominating trees themselves.

Property owners will be consulted upon with Council to determine nominations should an objection be received.

<u>Criteria for listing a tree</u> – The proposed draft Policy aims to simplify the criteria for listing a tree by
aligning it with R Codes definition of a Significant Existing Tree. This definition has also been expanded
upon to include reference to native tree species to ensure tree species that are unique and have
heritage value can be listed. This has been prepared with input from City's landscape architect.

An existing tree that meets the following criteria:

- healthy specimens with ongoing viability; and
- o species is not included on a State or local area weed register; and
- height of at least 4m. Xanthorrhoea (grass tree) species from a height of at least 1.2m and Banksia species from a height of at least 3m will be considered; and/or:
- o trunk diameter of at least 160mm, measured 1m from the ground; and/or
- o average canopy diameter of at least 4m; and/or
- o any other species likely to be a remnant or regrowth local native tree with a height or canopy width deemed significant by the City; and/or
- o protecting all established trees which are significant from an Aboriginal Heritage perspective. This can include the Nuytsia floribunda (Western Australian Christmas Tree).

This is an improvement to the current Policy which does not provide a height or canopy measure but otherwise provides onerous criteria for trees to be nominated.

This would also be an improvement on the WALGA Model Template which identifies trees with a greater height of 8 metres and/or a canopy width of 6 metres and does not list the native species identified above.

<u>Requirement for Development Approval</u> – The current Policy requires development approval for all
works associated with a Tree of Significance including maintenance/pruning trees.

To make maintenance and pruning less onerous, Administration proposes to provide exemptions from requiring development approval. These include:

- Works that are necessary for public safety.
- Works are required as part of a bushfire management plan.
- Department of Primary Industries and Regional Development or relevant authority has issued a direction to carry out works to a Significant Tree.
- Works are for routine maintenance.

This would be an improvement on the current Policy by removing requirements for development approval for routine maintenance works. This would be supported by information sheets to be prepared by Administration that provides guidance for owners of Significant Trees.

 <u>Arborist Advice</u> – The current Policy No.7.6.3 requires that nominators provide an arborist report with their nomination. This requirement is overly burdensome and costly for applicants, potentially hindering nominations.

Administration proposes to remove this requirement. Nominations would be informed by advice received from the City's DRP Member who is a qualified arborist and would be at the cost of the City.

 Grant Funding – The current Policy No.7.6.3 provides grant funding through the Trees of Significance Fund. This funding can be used for tree maintenance as well as the preparation of any Arborist report.

Administration proposes that this fund would remain and be managed by the Community Funding Policy and Trees of Significance Fund Guidelines (a draft is included as **Attachment 3**). This document would be amended each financial year depending on overall budget allocation which would be more responsive than needing to update the Trees of Significance Policy to reflect any changes.

For the remainder of the 2024/25 financial year, it is proposed that the City pay for and undertake works associated with the maintenance of a tree listed on the Inventory, as well as the preparation of an arborist report if required.

<u>Consideration of Departures from Development Standards</u> – The current Policy No.7.6.3 does not
provide for any consideration of development standards where it would provide a site responsive design
that would retain a significant tree.

Administration proposes to reference the consideration of departures to development standards. This would better support a design principles assessment for such a proposal and would further incentivise the nomination of trees to the Inventory.

These will be considered on a case-by-case basis having regard to:

- Site context;
- The objectives of the Trees of Significance Policy;
- Impact of the development on the significant tree; and
- Any advice from a qualified arborist or the City's DRP.
- <u>Clarification of an Owner of a Tree of Significance</u> Policy No. 7.6.3 does not clearly specify who the owner of a listed tree is.

Branches of trees can substantially overhang into neighbouring properties. Often there is confusion on the responsibility for pruning and maintenance in these circumstances.

Administration proposes the inclusion of two definitions to provide clarity on who is an owner and the associated maintenance responsibilities:

- Owner of a Tree of Significance This is the owner/s of a property for which the tree is located.
   This can include the trunk, canopy or root zone. All owners can undertake maintenance work on a listed tree.
- Primary Owner of a Tree of Significance This is the owner of the land that contains the structural
  root of the zone of the tree. Only the primary owner can nominate a tree for inclusion on the
  Inventory.

#### WALGA Model Template

The WALGA Model Template provides a standardised policy which requires development approval for certain works to trees defined as a 'regulated tree' (height of at least 8 metres and/or canopy etc). The template also provides for circumstances where works to a tree would not require development approval.

Administration has recommended that the City not pursue this Policy for the following reasons:

- LPS2 would require amending through the removal of clause 61(1)(k) before the WALGA template could be used. This is because the policy directly conflicts with the City's LPS2. An amendment to LPS2 would require the approval of the Minister and could take 12-18 months to be finalised.
- A local planning scheme is a statutory planning instrument and has legal standing. A policy provides guidance in decision making and has a lower level of weighting and regard afforded to it.
- The WALGA Template has yet to be tested in the State Administrative Tribunal (SAT). There is uncertainty whether 'works' include the removal of trees and if this can be addressed through a local planning policy.
- Additional resources would be required to prepare and implement the WALGA Template through
  processing development applications to 'regulated trees' and to investigating unauthorised tree works
  and removal.
- Any prosecutions will incur legal costs and should there be any SAT appeals against decisions on applications that are refused, these would also incur consultant and/or legal costs in defending these decisions.

Administration has had regard to the WALGA policy through the development of the exemptions to development approval in the draft amended Policy.

### Clearing of Trees Prior to Development

Currently the clearing of trees through subdivision does not require separate approval. This means that trees are potentially being cleared from land to ready it for future development before a development application has been pursued.

The adoption of the WALGA Template would not change this. This is because the WAPC is not required to have due regard to local planning policies when determining subdivisions. The WAPC is to have due regard to the City's planning scheme in determining subdivision applications.

The clearing of trees prior to development would require a legislative changes to the *Planning and Development Act 2005* and/or the *Planning and Development (Local Planning Schemes) Regulations 2015.* Administration will continue to advocate for this as part of the advocacy item of the March NOM.

#### **Draft Amended Trees of Significance Policy**

The draft amended Trees of Significance Policy would provide for a clear pathway for the nomination of new trees to the Inventory, greater support for new nominations, and improved guidance to encourage tree retention as part of new developments and ongoing.

The Trees of Significance Policy would continue to support the existing provisions of LPS2 which require the retention of these trees on private land.

In accordance with Clause 4 Part 2 of the Deemed Provisions, Administration recommends Council resolves to prepares the amendments for the purposes public advertising.

The outcomes of community consultation would be presented to a future Council Meeting for consideration whether to approve the draft amended Trees of Significance Policy and to consider any submissions that have been received.

Legislation / local law requirements	Planning and Development Act 2005  This policy has been prepared under the provisions of Schedule 2, Part 2 and 3 of the Planning and Development (Local Planning Schemes) Regulations 2015.	
Relevant delegations	16.1.1 Determination of various applications for development approval under the City's Local Planning Scheme.	
Related policies, procedures and supporting documentation	City of Vincent Local Planning Scheme No.2 Community Funding Policy Trees of Significance Fund Guidelines Australian Standard 4970-2009: Protection of Trees on Development Sites	

#### **PART 1 - PRELIMINARY**

#### INTRODUCTION

The City of Vincent (City) Strategic Community Plan 2022 – 2032 (SCP) sets the strategic direction, priorities and aspirations for the City. A key objective of the SCP includes ensuring "our urban forest and canopy is maintained and increased."

The Trees of Significance Inventory, adopted in 1999, aims to protect trees of significant value within the City of Vincent and is an important strategic initiative in achieving the objective of the Strategic Community Plan to maintain and enhance the natural and built environment.

The function of the Trees of Significance Inventory (Inventory) is to provide an active document for the City to recognise a valuable natural resource and to establish long-term plans for the conservation, enhancement, maintenance and integration of this natural resource into Vincent's inner urban fabric. The Trees of Significance Inventory is linked to the City's Local Planning Scheme No.2 which provides for the protection of trees that are considered worthy of retention.

#### **PURPOSE**

The purpose of Local Planning Policy: Trees of Significance (Policy) is to is to provide a comprehensive framework for the management of trees included on the Inventory. The Policy also seeks to provide a mechanism for the nomination and assessment of trees for inclusion on the Inventory and the provision of incentives for the retention and maintenance of trees listed in the Inventory.

#### **OBJECTIVE**

The objective of this Policy are to:

- Encourage and facilitate the protection of trees worthy of retention and to maintain and enhance canopy cover in the City of Vincent.
- 2. Preserve and enhance neighbourhood amenity, character and sense of place.

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- 3. Inform property owners and the community that trees listed on the Inventory require a development application for works under the City of Vincent's Local Planning Scheme No.2 (LPS2).
- 4. Provide a framework for property owners to nominate trees on their property for inclusion onto the Inventory.
- 5. Provide clear direction on the requirements for trees listed in the Inventory.
- 6. Provide incentive programs for trees listed on the Inventory.

#### SCOPE

The Policy applies to:

- · Trees included in the Inventory; and
- Any tree subject to a nomination for inclusion in the Inventory

#### PART 2 - POLICY PROVISIONS FOR TREES OF SIGNIFICANCE

#### STATUTORY AUTHORITY

Trees that are listed on the Inventory require development approval for any works in accordance with LPS2 (see below).

#### 61. Development for which development approval not required

- 1) Development approval is not required for works if
  - a. the works are of a class specified in Column 1 of an item in the Table; and
  - b. conditions are set out in Column 2 of the Table opposite that item all of those conditions are satisfied in relation to the works.

	Column 1 Works	Column 2 Conditions
1A.	Works to remove, destroy or	(a) The tree is not listed on the City of
	interfere with any tree(s).	Vincent Trees of Significance Inventory.

#### **DEFINITIONS**

All terms used in this Policy are defined in the Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations), Residential Design Codes and the City's LPS2, unless stated otherwise below.

**Arborist Report** means a report produced by a person who has obtained a minimum of Australian Qualification Framework Level 5 Certification in Arboriculture (AQF5 Arborist) or equivalent qualification. The arborist report has information that concerns the health, value and general state of the tree, the structural root zone and tree protection zone, and a Tree Management Plan that outlines the methodology to preserve the tree.

Destruction and/or Interference for the purposes of this Policy means the following:

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- the severing of branches, limbs, stems, trunk or roots of a tree;
- the ringbarking, topping or lopping of a tree;
- the killing or poisoning of a tree;
- · any other act that causes substantial damage to a tree; and
- is not exempt from development approval as stipulated in clause 2 Exemptions to Development Approval.

**Emergency works** means any works required to be undertaken for the protection of life or property on trees of significance which are in imminent danger.

#### Maintenance pruning is the pruning that:

- a. involves removing dead or diseased wood only; or
- b. Is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- c. is of a fruit tree and done for fruit production; or
- d. does not include removing limbs with a diameter of 100mm or more; or
- e. is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree, or is to balance the tree; and

It is recommended that pruning be is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.

**Owner of a Tree of Significance** is the owner/s of a property for which the tree is located. This can include the trunk or canopy.

**Primary Owner of a Tree of Significance** is the owner of the land that contains the structural root of the zone of the tree.

**Structural root zone** means an area specified in Australian Standard 4970-2009 Protection of Trees on Development Sites (and its successive Australian Standards updates), around the base of a tree required for the tree's stability in the ground.

**Tree Protection Zone** is an area specified in Australian Standard 4970-2009 Protection of Trees on Development Sites (and its successive Australian Standards updates). This is the area above and below ground for the protection of a tree's roots and crown from development, to provide for the viability of a tree that is to be retained.

**Trees of Significance/Significant Tree** means any tree(s) listed in the City's Trees of Significance Inventory.

**Qualified Arborist** means a person who has obtained a minimum of Australian Qualification Framework Level 5 Certification in Arboriculture (AQF5 Arborist) or equivalent qualification.

#### **POLICY**

#### 1. Financial Assistance

1.1 Owners of a Significant Tree are eligible to receive financial assistance from the City. This assistance can be used to undertake works associated with the maintenance of a tree listed on the Inventory as well as the preparation of an arborist report. Refer to applicable **Tree of Significance Fund Guidelines** for further information.

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1.2 The City may waive any fees associated with lodging a development application for maintenance works to a listed tree.

#### 2. Exemptions to Development Approval

- 2.1 The following works to a Tree of Significance are exempt from development approval:
  - a. Works that are urgently necessary for any of the following:
    - i. public safety
    - ii. safety or security of plant or equipment;
    - iii. maintenance of essential services; or
    - iv. protection of the environment
  - b. Works to a Significant Tree is required as part of an approved Bushfire Management Plan.
  - c. Works to a Significant Tree is maintenance pruning.
  - d. The tree species is contained on the State or local weed register on the advice of the City's Parks team.
  - e. the Department of Primary Industries and Regional Development or relevant authority has issued a direction to carry out works to a Significant Tree. A copy of this direction is to be provided to the local government prior to works occurring.
  - f. Works undertaken by the City on Significant trees located on Council owned land.
- 2.2 Prior to works occurring which meet the above criteria, it is recommended that owners of trees of significance contact the City for further advice.

#### 3. Development Approval

- 3.1 Unless stipulated in **clause 2**, development approval is required required for the removal, destruction and/or interference of any tree listed on the Inventory.
- 3.2 All applications in relation to a tree(s) listed in the Inventory will require the following to be submitted with their application:
  - Normal Development Application Form completed and signed by the Owner/s of Tree of Significance for where the works are to occur.
  - Summary of the works to occur by a qualified arborist.
  - Justification in accordance with clause 2.3 and 2.4.
  - If development approval is proposed in close proximity to a Significant Tree, a Tree
     Management Plan prepared by a Qualified Arborist is to be required. Development works
     are to be undertaken as outlined in the Australian Standard 4970-2009: Protection of
     Trees on Development Sites (AS4970).

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- A Tree Management Plan prepared by a Qualified Arborist which states the condition of
  the tree against the Essential Criteria listed in Part 3 Policy Guidelines, must be
  provided during the assessment of an application for development approval where the City
  is concerned about possible impacts to a tree. The Tree Management Plan is to outline
  building options that reduce the impact to the tree.
- 3.3 Where works to a Significant Tree is proposed, the following will be given due regard in the assessment process:
  - a. Health, maturity, species and location of the tree.
  - b. Ecological, biodiversity and environmental values of the tree.
  - c. Contribution of the tree to the streetscape.
  - d. The preservation of any other Significant Tree on the subject site.
  - e. The location of the tree within the development site and capacity for a modified building design or subdivision to maximise tree retention.
  - f. Any existing development on the site.
  - g. Design and location of proposed crossovers.
  - h. Topography and the potential impact from excavation/fill;
  - Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with the retaining the tree.
  - j. Tree Protection Zone(s) (as per AS4970).
  - k. Tree replacement and/or planting proposed.
  - I. Recommendations of an Arborist Report.
  - m. The objectives of this Policy
  - n. Relevant matters of clause 67 of The Regulations.
- 3.4 The following justification to works to a Significant Tree which are not exempt from development approval are not supported:
  - a. Impact of views
  - b. Variety of tree is disliked
  - c. The tree variety causes nuisance by way of leaf, fruit or bark shedding or the like.
  - d. The trees impact on private gardens, solar installations, swimming pools or the like.
- 3.5 A Significant Tree is not to be approved to be removed, whilst the tree is on the Inventory.

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- 3.6 All efforts are to be taken to avoid impacts, or limit impacts to a Significant Tree as a result of development. Applicants are encouraged to engage with the City prior to designing a development, for assistance to design around a tree.
- 3.7 Proposed development, strata titling and/or subdivision of private land shall be designed to account for the ongoing viability of a Significant Tree, with consideration of the potential impacts and growth habits of a tree throughout its life cycle. All works adjacent to Significant Tree are to be undertaken as outlined in AS4970.
- 3.8 Where works are required to a Significant Tree due to it overhanging or encroachment on an adjoining property, notice is to be provided to the owners of the tree prior to works being conducted.
- 3.9 Once approval has been granted, approved works must be undertaken by a qualified arborist or other tree maintenance specialist as approved by the City.

#### 4. Emergency Works

4.1 Emergency works to a Significant Tree required for the safety of people and property, or maintenance of essential services can be undertaken without approval from the City. These works must be undertaken by a Qualified Arborist to the satisfaction of the City. Owners are to notify the City in writing within five working days following the emergency work having been undertaken and notification must include a report by the Qualified Arborist who carried out the work

#### 5. Departures to Development Standards

- 5.1 To facilitate a site responsive design to preserve a Significant Tree, the City can consider a departure to the relevant policy standards (except related to site area) of the Scheme, Local Planning Policy, Residential Design Codes, Local Development Plan or Structure Plan where desirable to facilitate the preservation of the Significant Tree. These may be considered on a case-by-case basis having regard to the:
  - a. context of the site
  - b. relevant design principles/element objectives of the R Codes and the local planning framework
  - c. The location and extent of the proposed development and its impact of the Significant Tree:
  - d. Advice received by a qualified arborist

### 6. Condition of Development Approval

6.1 If development approval is granted within the Tree Protection Zone or in close proximity to a Significant Tree, a Tree Management Plan prepared by a Qualified Arborist may be required. Development works are to be undertaken as outlined in the AS4970. This is to be conditioned as part of any approval.

#### 7. Amendments to the Trees of Significance Inventory

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- 7.1 Trees are assessed for significance in accordance with the assessment criteria outlined in Part 3 - Policy Guidelines.
- 7.2 Amendments to the Inventory are made in accordance with the procedures outlined in **Part 3 - Policy Guidelines**.

#### **PART 3 – POLICY GUIDELINES**

The function of the Inventory is to provide an active document for the City to recognise a valuable natural resource and to establish long-term plans for the conservation, enhancement, maintenance and integration of this natural resource into the City's inner urban fabric. The Inventory is linked to clause 61 of LPS2 which provides for the protection of trees that are considered worthy of retention.

Trees are nominated and assessed in accordance with the Policy Guidelines and determined by the Administration. Requests to remove a tree from the Inventory will be assessed by Administration and determined by Council.

#### 1. Assessment of a Significant Tree Nomination

- 1.1 To be considered for nomination, the tree must meet the following preliminary criteria
  - · healthy specimens with ongoing viability; and
  - species is not included on a State or local area weed register; and
  - height of at least 4m. Xanthorrhoea (Grass tree) species from a height of at least 1.2m and Banksia species from a height of at least 3m will be considered; and/or
  - trunk diameter of at least 160mm, measured 1m from the ground; and/or
  - · average canopy diameter of at least 4m; and/or
  - any other species likely to be a remnant or regrowth local native tree with a height or canopy width deemed significant by the City; and/or
  - protecting all established trees which significant from an Aboriginal Heritage perspective. This includes the Nuytsia floribunda (Western Australian Christmas Tree).
- 1.2 Once the City is satisfied that the preliminary criteria has been met, the City will seek arborist advice (can include an arborist report if required) on the following **essential criteria** are met:
  - The tree must have a natural life expectancy of greater than 15 years based on the current age and species of tree;
  - Have a 'Tolerable' Quantified Tree Risk Assessment rating at the time of assessment.
  - · Be of sound form and structure without major faults; and

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- Not be hosting significant pests or disease, to an untreatable level or a level likely to cause decline
- 1.3 Only trees that meet the **Preliminary** and **Essential Criteria** of this process will warrant inclusion to the Protected Tree Register.

#### 2. Notification of Nomination

- 2.1 The landowner and affected owners will be notified within 10 business days of the City's final decision.
- 2.2 Should Administration support the nomination, City staff will notify Council of its final decision.

#### 3. Nomination by Third Parties

- 3.1 Should a third party nominate a tree for inclusion, all owners of the tree will be notified of the reasons for its proposed entry.
- 3.2 The tree will be assessed in accordance with clause 1
- 3.3 Should the landowner support the nomination, City staff will notify the nominator and affected property owners within 10 business days of the City's final decision.
- 3.4 Should Administration support the nomination, City staff will notify Council of its final decision.
- 3.5 Should any owner of a tree object to the nomination, City staff will prepare a recommendation against the provisions of this Policy. This is to be presented for final determination at an Ordinary Meeting of Council.

#### 4. Removal of Trees from the Inventory

- 4.1 Requests for removal of trees from the Inventory can be made by any owner of a tree of significance. The request is to be submitted in writing to the City.
- 4.2 At a minimum, consultation will be undertaken for a minimum of 14 days with all adjoining properties.
- 4.3 Restrictions to potential development of land is not sufficient reason to remove a Significant Tree from the Inventory.
- 4.4 Requests must demonstrate that the Significant Tree no longer meets or cannot be restored to ensure its health and ongoing viability to meet the **Essential Criteria** and the relevant criteria of Part 2 clause 3.3 and clause 3.4. Costs associated with obtaining evidence that the Significant Tree no longer meets the criteria are the responsibility of the applicant.
- 4.5 The City may commission an an independent arborist report if required.
- 4.6 Consultation of the trees removal from the inventory is to occur with all of the owners of the tree of significance.
- 4.7 City staff will prepare a recommendation against the provisions of this Policy. This is to be presented for final determination at an Ordinary Meeting of Council.

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#### 5. Arborist Reports

- When a tree is nominated for the Inventory, the City may obtain an arborist report to determine the suitability of the tree and what work to the tree is required to preserve it. A copy will be provided to the landowner.
- 5.2 The arborist report for a Significant Tree may be updated at the City's cost every 5 years, with a copy of the report provided to the landowner of the relevant tree.
- 5.3 The City may arrange an inspection of a Significant Tree upon receiving a written request by a landowner, no more than once each year and will arrange for an arborist report if deemed necessary by the City.
- 5.4 A City obtained arborist should identify:
  - a. Whether the tree is worthy of retention;
  - b. Any matters contributing a threat to the tree;
  - c. Specify a timeframe in which any amelioration work will need to be undertaken to ensure its preservation;
  - d. Any ongoing works that may be necessary over a 5 year maintenance program; and
  - e. Any works to the tree that could be undertaken, whilst ensuring the trees viability

OFFICE USE ONLY		
Responsible Officer	Manager Urban Design & Strategic Projects	
Initial Council Adoption	27/03/2001	
Previous Title	Policy No.7.6.3 Trees of Significance	
Reviewed / Amended	25/06/2013; MM/YYYY	
Next Review Date	MM/YYYY	

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### Review of Policy No.7.6.3 Trees of Significance

Table 1: Review of LPP 7.6.3			
Clause/Topic	Comment	Proposed / Considered Modification	
References to Town Planning Scheme No.1 (TPS1)	The current Policy refers to the former planning scheme in the following manner:  Objective 1 Definitions Clause 2 – Legal Requirements	All reference to TPS1 to be removed and replaced with clause contained in Local Planning Scheme (LPS2).	
Definitions  Trees of Significance means any tree(s) listed on the City of Vincent's Trees of Significance Inventory and is linked directly to Clause 21 of the City's Town Planning Scheme No. 1.  Destruction and/or Interference for the purposes of this policy means the following:	Administration proposes adding new definitions and amending existing definitions for <b>Destruction and/or Interference</b> to allow exemptions from development approval.	Modify existing definition:  The definition of destruction or interference as follows:  a. the severing of branches, limbs, stems, trunk or roots of a tree; b. the ringbarking, topping or lopping of a tree; c. the killing or poisoning of a tree;	
<ul> <li>a. the severing of branches, limbs, stems, trunk or roots of a tree;</li> <li>b. the ringbarking, topping or lopping of a tree;</li> <li>c. the killing or poisoning of a tree; any other act that causes substantial damage to a tree; and</li> <li>d. includes any maintenance pruning.</li> </ul>		d. any other act that causes substantial damage to a tree; and  e. includes any maintenance pruning f. is not exempt from development approval stipulated in Clause 2 Exemptions to Development Approval.  Include new definitions:	
Emergency works means any works required to be undertaken for the protection of life or property on trees of significance		Arborist Report	
which are in imminent danger.	The Arborist Report definition is consistent with approach taken elsewhere, including the City of Stirling's draft policy.	A report produced by a person who has obtained a minimum of Australian Qualification Framework Level 5 Certification	

Table 1: Review of LPP 7.6.3			
Clause/Topic	Comment	Proposed / Considered Modification	
Qualified Arborist means a person with a qualification of Certificate 4 in Arboriculture or equivalent	The proposed Maintenance Pruning definition has been based of WALGAs' model planning policy template and has been modified to remove specific reference to canopy widths or branch diameters that would be otherwise more restrictive and onerous for landowners.	in Arboriculture (AQF5 Arborist) or equivalent qualification. The arborist report has information that concerns the health, value and general state of the tree, the structural root zone and tree protection zone, and a Tree Management Plan that outlines the methodology to preserve the tree  Maintenance Pruning Is the pruning that:  a. involves removing dead or diseased wood only; or  b. Is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or  c. is of a fruit tree and done for fruit production; or  d. does not include removing limbs with a diameter of 100mm or more; or  e. is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree, or is to balance the tree	
		Significant Tree	
	To simply the nomination process and to align with the state planning framework, Administration proposes to use the R Codes definition of a Significant Existing Tree.	An existing tree that meets the following criteria:  • healthy specimens with ongoing viability; and • species is not included on a State or local area weed register; and	

Table 1: Review of LPP 7.6.3			
Clause/Topic	Comment	Proposed / Considered Modification	
	Criteria will also include reference to native tree species which do not meet the R Code criteria such as banksia.	<ul> <li>height of at least 4m. Xanthorrhoea species from a height of at least 1.2m and Banksia species from a height of at least 3m will be considered; and/or;</li> <li>trunk diameter of at least 160mm, measured 1m from the ground; and/or</li> <li>average canopy diameter of at least 4m.</li> </ul>	
	Administration has prepared these two definitions to provide clarity on who would be considered an owner. This is because in many instances tree canopy and branches may significantly overhang in neighbouring properties and cause confusion about who is responsible.  The proposed Structural Root zone definition is consistent with approach taken elsewhere, including the City of Stirling's draft policy.  The proposed Tree Protection zone definition is consistent with approach taken elsewhere, including the City of Stirling's draft policy.	Owner of a Tree of Significance is the owner/s of a property for which the tree is located. This can include the trunk, canopy or root zone.  Primary Owner of a Tree of Significance is the owner of the land that contains the structural root of the zone of the tree  Structural Root Zone means an area specified in Australian Standard 4970-2009 Protection of Trees on Development Sites (and it's successive Australian Standards updates), around the base of a tree required for the tree's stability in the ground.  Tree Protection Zone is an area specified in Australian Standard 4970-2009 Protection of Trees on Development Sites (and it's successive Australian Standards updates). This is the area above and below ground for the protection of a tree's roots and crown	

Table 1: Review of LPP 7.6.3			
Clause/Topic	Comment	Proposed / Considered Modification	
		from development, to provide for the viability of a tree that is to be retained.	
	Inserting a link between the Policy and clause 61 of the Scheme.	Trees of Significance means any tree(s) listed in the City's Trees of Significance Inventory.	
	Since the last Delieu review the qualifications	Qualified Arborist means a person who has obtained a minimum of Australian Qualification Framework Level 5 Certification in Arboriculture (AQF5 Arborist) or equivalent	
	Since the last Policy review, the qualifications and levels of Arborists have now changed. The definition of an Arborist has been updated to reflect this change.	qualification.	
Assessment Criteria for Nominations	Administration believes requiring an arborist report on nominations is overly burdensome	Delete:	
Clause 6.3 Nomination Requirements	and costly for applicants, potentially hindering nominations.	Clauses 6.4 and 6.5	
a. general information about the tree/s, including the address, location of	There are cost implications for the City	Include:	
tree/s on site, botanical name, common name and age of tree/s;	associated with the production of arborist reports. This arrangement would remove a	Nomination Requirements	
b. any known information pertaining to the historical or cultural significance	potential barrier to receiving nominations.	• retain clause 6.3 (a) (d)	
of the tree/s (i.e. commemoration of a particular occasion including plantings by notable people or having association with an important historical event);	The assessment against the preliminary criteria would be informed by advice from the City's Parks team and/or a member of the City's DRP who is qualified as an arborist.	Preliminary Criteria  a. to be considered for nomination, the tree must meet the definition of a significant tree  b. before the City commissions an	
<ul> <li>any information relating to aesthetic or horticultural significance; and a photograph of the tree/s.</li> </ul>		arborist report. City officers will assess the tree to ensure it:	

Table 1: Review of LPP 7.6.3		
Clause/Topic	Comment	Proposed / Considered Modification
Clause 6.4 All trees nominated for listing must be assessed by a qualified arborist having regard to the tree's health and vitality.		i. Is of good health and form with no obvious signs of decline.  Essential Criteria
Costs associated with an arborist assessment are to be borne by the nominee.  Clause 6.5 A tree may be considered to be		Once City officers are satisfied the preliminary criteria are met an Arborist report may be commissioned to ensure the following
significant and worthy of inclusion onto the City of Vincent's Trees of Significance Inventory if one or more of the criteria are found to be present:		essential criteria are met  a. Have a natural life expectancy of greater than 15 years based on the current age and species of tree;  b. Have a 'Tolerable' Quantified Tree
<ul> <li>a. outstanding aesthetic quality;</li> <li>b. outstandingly large height, trunk circumference or canopy spread;</li> <li>c. commemoration or association with particular historical or cultural events;</li> <li>d. association with a well known public figure or ethnic group;</li> <li>e. specimen of great age;</li> </ul>		Risk Assessment rating at the time of assessment;  c. Be of sound form and structure without major faults; and  d. Not be hosting significant pests or disease, to an untreatable level or a level likely to cause decline.
f. outstanding example of a particular species		Arborist Reports
g. rare or unusual species; h. horticultural, genetic or propagative value; i. likely to be a remnant or regrowth		Administration proposes that the City can undertake an assessment of the nominated tree.
local native tree  Minimal criteria is included for City assessment.		When a tree is nominated for the Significant Tree Inventory the City may obtain an Arborist Report to determine the suitability of the tree and what work to the tree is required to preserve it. A copy will be provided to the landowner.

Table 1: Review of LPP 7.6.3		
Clause/Topic	Comment	Proposed / Considered Modification
		An Arborist Report for a Significant Tree may be updated at the City's cost every 5 years, with a copy of the report provided to the land owner of the relevant tree.  The City may arrange an inspection of a Significant Tree upon receiving a written request by a land owner, no more than once each year and will arrange for an Arborist Report if deemed necessary by the City.  A City obtained Arborist Report can identify:  a. Whether the tree is worthy of retention;  b. Any matters contributing a threat to the tree;  c. Specify a timeframe in which any amelioration work will need to be undertaken to ensure its preservation;  d. Any ongoing works that may be necessary over a 5 year maintenance program; and  e. Any works to the tree that could be undertaken, whilst ensuring the trees viability.
Requirement for Development Approval  Clause 3.2 All applications in relation to a tree(s) listed on the Significant Tree Inventory will require the following details to be submitted with their application	Requirements like providing a site plan and elevations are considered too burdensome for property owners and may hinder nominations.	Include:  Development Application Requirements  Administration proposes the following:

Table 1: Review of LPP 7.6.3				
Clause/Topic	Comment	Proposed / Considered Modification		
<ul> <li>Metropolitan Region Scheme (MRS)         Form 1 completed and signed by all owners of the land;</li> <li>a site plan (to scale) showing the position of the canopy spread of the tree(s);</li> <li>an elevation plan (to scale) showing the position and canopy spread of trees(s);</li> <li>specific details of any limbs/branches that are proposed to be removed/pruned; and</li> <li>any other buildings on site that may affect the tree(s)</li> </ul>	Administration is still working through a number of considerations related to the proposed provisions:  Signing of a development application  The current practice is the owner of a listed tree is the property owner of the land for which most of the tree is located on. This property owner is the only one who can nominate or undertake maintenance on a listed tree.  Administration proposes to simplify the maintenance requirements, which would reduce instances where development approval is required.  Where development approval is required, the requirements for the owner to sign a development application if the neighbour seeks to undertake works to this tree may be problematic if they were to refuse to do so.  The City has received advice that if branches of a listed tree encroach into other properties, owners of those properties can apply for development approval.  This would mean that instances where the tree itself is not located on someone's property but has branches that overhang, they could lodge a development application	<ul> <li>Policy to stipulate who is required to sign the development application form.</li> <li>Summary/description of works to the tree being undertaken by a certified arborist.</li> <li>Acknowledgement/consent/notification to/from other owners of the listed tree that work is to occur.</li> <li>Policy to stipulate requirements where development is proposed in close proximity to a Significant Tree. This could include a Tree Management Plan prepared by a Qualified Arborist or alternative advice provided from the City's DRP. Development works are to be undertaken as outlined in the Australian Standard 4970-2009: Protection of Trees on Development Sites.</li> </ul>		

Table 1: Review of LPP 7.6.3		
Clause/Topic	Comment	Proposed / Considered Modification
	form without the consent of the landowner of where the tree is situated.	
	Undertaking of works to the tree without the knowledge of the owner may result in some disputes and or concerns and would need to be considered as part of any consultation or notification piece should a development application be lodged.	
	Additional Requirements where works are proposed in the vicinity of a Significant Tree.	
	Currently there are no additional requirements for works proposed near a significant tree. This lack of requirements can result in damage to the tree.	
	It is important that any works to a tree of significance are undertaken in a way that does not damage the tree. It is equally important that there is the ability for neighbours to be able to undertake works to retain the tree but improve their amenity and/or not restrict their development potential. This would assist in promoting significant tree nominations and positive neighbour relations.	
	The current policy requires any works to be supported by an Arborist Report which would	

Table 1: Review of LPP 7.6.3		
Clause/Topic	Comment	Proposed / Considered Modification
	be costly and potentially onerous for a neighbour to obtain.	
	To address this issue:  1. Administration can seek advice from the Arborist on the City's DRP; and/or  2. Administration can commission an Arborist Report to be undertaken.	
	Works to the tree in either scenario would still need to be undertaken by a qualified arborist in accordance with the relevant Australian Standard.	
	These options would ensure an adequate level of assessment of the tree's current health, structural stability, and recommendations on how to protect the tree	
	during and after construction. Necessary precautions or changes to the development design to minimise impacts on the tree would also be outlined.	
Consultation with adjoining properties	The existing policy does not require consultation for nominated trees, despite	Include:
No current provision exists.	branches of significant trees often encroaching into neighbouring properties.	Part 3 – Clause 2 Notification of Nomination.
	Should a nominated tree be included on the Inventory, the proposed policy will require notification to all affected landowners of a	<ul> <li>The landowner and affected owners will be notified within 10 business days of the City's final decision.</li> </ul>
	significant tree. This will include the provisions of information related	<ul> <li>Should Administration support the nomination, City staff will notify Council of its final decision</li> </ul>

Table 1: Review of LPP 7.6.3				
Clause/Topic	Comment	Proposed / Considered Modification		
	maintenance and other works, so they are informed.			
Trigger for requiring a development application.  A DA is required for works to remove, destroy and/or interfere with any tree listed on the Inventory.  LPP 7.6.3 defines destruction or interference as the:  • the severing of branches, limbs, stems, trunk or roots of a tree; • the ringbarking, topping or lopping of a tree; • the killing or poisoning of a tree; • any other act that causes substantial damage to a tree; and • includes any maintenance pruning.		Include:  Clause 2 Exemptions to Development Approval  The following works are exempt from development approval.  • Works that are urgently necessary for any of the following;		
		direction is to be provided to the local government prior to works occurring.		

Table 1: Review of LPP 7.6.3				
Clause/Topic	Comment	Proposed / Considered Modification		
		Trees located on Council owned land.		
Clause 7 Financial Assistance for	Given land is often cleared of all vegetation	Delete:		
Significant Tree Owners	to eliminate site constraints, the City must			
	ensure that the incentive to retain trees	Clause 7.1 – Clause 7.5		
7.1 Owners of trees listed on the Trees of	outweighs the benefit of removing them.			
Significance Inventory may be eligible for		Replace with:		
financial assistance for work associated with the listed tree through the City's Trees of	The current policy provides grant funding for residents who wish to undertake	Clause 1: Financial Assistance		
Significance Incentive Fund.	maintenance for to their listed trees or to	Clause 1. Financial Assistance		
Olgrinicance incentive rand.	procure an arborist report.	Owners of a Significant Tree are		
7.2 Funds can be used for remedial pruning,	product an arbonic roport.	eligible to receive financial assistance		
crown thinning, pest control or the like; or the	Administration proposes that the City	from the City. This assistance can be		
provision of advice from a qualified arborist.	continue to provide financial assistance for	used to undertake works associated		
	the maintenance of listed trees as well as the	with the maintenance of a tree listed		
7.3 Funds will generally be provided on a	preparation of any arborist advice. This fund	on the Inventory as well as the		
dollar-for-dollar basis to a maximum of	will be guided by annual Trees of	preparation of an arborist report.		
\$2,000 in any 5 year period although this may be increased at the City's discretion if	Significance Fund Guidelines.	Refer to applicable <b>Trees of</b>		
significant funds are required to maintain a	Administration will continue the waiving of all	Significance Fund Guidelines for further information.		
tree.	or partial DA fees involving works to a tree	The City may waive any fees		
1100.	on the inventory. This would assist to reduce	associated with lodging a		
<b>7.4</b> Where the City pays more than \$1,000	costs from owners and remove barriers to	development application for		
for any tree, the owner must enter an	nominations.	maintenance works to a listed tree.		
agreement to repay the City if the tree is				
removed within a 5 year period and in the	In addition, Administration proposes to offer			
City's opinion the tree could have been	development incentives where a listed tree is	Include:		
retained.	retained as part of a development	Oleman F. Demanteman de Brenden.		
<b>7.5</b> Payment will be in the form of	application. These details would need to be further developed.	Clause 5: Departures to Development		
reimbursement to the previously agreed	Turiner developed.	Standards		
amount upon presentation of proof of				

Table 1: Review of LPP 7.6.3					
Clause/Topic	Comment	Proposed / Considered Modification			
payment and certification by the arborist of approved works. The City may inspect and photograph trees before and after the approved works	Administration is preparing updates to the GreenTrack incentives program to include trees which meet the criteria of a 'significant tree'. This program includes:  • Priority assessment of a development application.  • Reduction in development application fees.  • Access to free advice from a member of the City's Design Review Panel.	To facilitate a site responsive design to preserve a Significant Tree, the City can consider a departure to the relevant policy standards (except related to site area) of the Scheme, Local Planning Policy, Residential Design Codes, Local Development Plan or Structure Plan where desirable to facilitate the preservation of the Significant Tree. These may be considered on a -case-by-case basis having regard to the:  context of the site relevant design principles/element objectives of the R Codes and the local planning framework The location and extent of the proposed development and its impact of the Significant Tree; Advice received by a qualified arborist			
Delegation to List or remove a tree from the Trees of Significance Inventory	The current practice is that Council makes the final determination on the listing of, or removal of, a tree on the Inventory.	Delete Clause 6.1  Replace with:			
Clause 6.1 Anybody may nominate a tree in the public domain for consideration by the Director of Technical Services and/or the Director of Planning Services for inclusion onto the Trees of Significance Inventory.	To further simply the nomination and final listing of trees to the Inventory, Administration will make the final determination.	Clause 2.3 Should Administration support the nomination, City staff will notify Council of its final decision			

Table 1: Review of LPP 7.6.3				
Clause/Topic	Comment	Proposed / Considered Modification		
	All proposals to remove a tree from the	Clause 3.6 City staff will prepare a		
	Inventory will require Council determination.	recommendation against the provisions of		
		this Policy. This is to be presented for final		
		determination at an Ordinary Meeting of		
		Council.		

# INFORMATION SHEET



### **Draft Trees of Significance Fund Guidelines 2024/2025**

#### Introduction

The City of Vincent (City) Strategic Community Plan 2022 – 2032 (SCP) sets the strategic direction, priorities and aspirations for the City. A key objective of the SCP includes ensuring "our urban forest and canopy is maintained and increased."

The Trees of Significance Inventory, adopted in 1999, aims to protect trees of significant value within the City of Vincent and is an important strategic initiative in achieving the objective of the Strategic Community Plan to maintain and enhance the natural and built environment.

The function of the Trees of Significance Inventory (Inventory) is to provide an active document for the City to recognise a valuable natural resource and to establish long-term plans for the conservation, enhancement, maintenance and integration of this natural resource into Vincent's inner urban fabric. The Trees of Significance Inventory is linked to the City's Local Planning Scheme No.2 which provides for the protection of trees that are considered worthy of retention.

The purpose of these guidelines is to provide a comprehensive framework relating to the application and administration of the Trees of Significance Fund (Fund).

#### **Statutory Authority**

Trees that are listed on the Inventory require development approval for any works in accordance with LPS2 (see below).

#### 61. Development for which development approval not required

- 1) Development approval is not required for works if
  - a. the works are of a class specified in Column 1 of an item in the Table; and
  - conditions are set out in Column 2 of the Table opposite that item all of those conditions are satisfied in relation to the works.

	Column 1 Works	Column 2 Conditions
1A.	Works to remove, destroy or	(a) The tree is not listed on the City of
	interfere with any tree(s).	Vincent Trees of Significance Inventory.

#### **Definitions**

All terms used in this Policy are defined in the *Planning and Development Act 2005, Planning and Development (Local Planning Schemes) Regulations 2015* (Regulations), Residential Design Codes and the City's Local Planning Scheme No. 2 (LPS2), unless stated otherwise below.

**Arborist Report** means a report produced by a person who has obtained a minimum of Australian Qualification Framework Level 5 Certification in Arboriculture (AQF5 Arborist) or equivalent qualification. The arborist report has information that concerns the health, value and general state of the tree, the structural root zone and tree protection zone, and a Tree Management Plan that outlines the methodology to preserve the tree.

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# INFORMATION SHEET



#### Maintenance pruning is the pruning that:

- a. involves removing dead or diseased wood only; or
- b. Is the first pruning of the tree in the calendar year and affects less than 10% of the canopy, not altering the overall shape of the canopy; or
- c. is of a fruit tree and done for fruit production; or
- d. does not include removing limbs with a diameter of 100mm or more; or
- e. is otherwise minor maintenance or thinning of the crown that does not adversely affect the health or general appearance of the tree, or is to balance the tree; and
- f. is undertaken in accordance with the standard for Pruning Amenity Trees ASNZ4373.

**Owner of a Tree of Significance** is the owner/s of a property for which the tree is located. This can include the trunk, canopy or root zone.

**Primary Owner of a Tree of Significance** is the owner of the land that contains the structural root of the zone of the tree.

**Structural root zone** means an area specified in Australian Standard 4970-2009 Protection of Trees on Development Sites (and its successive Australian Standards updates), around the base of a tree required for the tree's stability in the ground

**Tree Protection Zone** is an area specified in Australian Standard 4970-2009 Protection of Trees on Development Sites (and its successive Australian Standards updates). This is the area above and below ground for the protection of a tree's roots and crown from development, to provide for the viability of a tree that is to be retained

Trees of Significance/Significant Tree means any tree(s) listed in the City's Trees of Significance Inventory.

**Qualified Arborist** means a person who has obtained a minimum of Australian Qualification Framework Level 5 Certification in Arboriculture (AQF5 Arborist) or equivalent qualification.

#### **Eligibility Criteria**

All **Owners** of trees listed on the Trees of Significance Inventory are eligible for financial assistance for work associated with the listed tree through the City's Trees of Significance Fund. This can include:

- remedial pruning,
- · crown thinning, pest control or the like;
- advice from the City's arborist; and
- the provision of advice from qualified arborist.

#### **Operation of the Tree of Significance Fund**

The Fund is managed by the Community Development Policy and supported by these Guidelines. The City runs the Fund throughout each financial year, at its discretion. Until funds are exhausted.

Unless listed as exempt under **Local Planning Policy: Trees of Significance**, all works to a Tree of Significance require development approval. Refer to the Policy for further information.

For the **2024/2025 financial year**, the City will pay for and undertake works associated with the maintenance of a tree listed on the Inventory, provision of DRP advice and the preparation of an arborist report.

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# INFORMATION SHEET



Where the City pays more than \$1,000 for any tree, the owner must enter an agreement to repay the City if the tree is removed within a 5 year period and in the City's opinion the tree could have been retained.

#### **Relevant Legislation**

Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
City of Vincent Local Planning Scheme No. 2
Local Planning Policy: Trees of Significance

#### Do you have any more questions?

Applicants can discuss their proposal with the City's Urban Design and Strategic Planning team.

They are available to talk at the City's Administration Building Monday to Friday, 8.30am to 5.00pm, in person or on the phone.

Phone: 9273 6000

Email: mail@vincent.wa.gov.au

Address: Main Administration Building, 244 Vincent Street, Leederville 6007, WA

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#### 5.2 **EXPANSION OF GREENTRACK INCENTIVE PROGRAM**

Attachments:

1. Amended Fees and Charges 2024/25 (pages 16-17) U



#### **RECOMMENDATION:**

#### **That Council:**

- 1. APPROVES BY ABSOLUTE MAJORITY, in accordance with Section 6.16 of the Local Government Act 1995, to adopt the following amendment to the Schedule of Fees and Charges 2024/2025 and as shown in red text in Attachment 1:
  - 1.1 To reduce development application fees for single houses, grouped and multiple dwellings, commercial and mixed-use development, including additions with a construction cost greater than the value of \$50,000, which retain significant existing trees as defined by the R Codes. This will not apply to Development Assessment Panel applications. The development application fee shall be reduced by \$200.00 per development application;
- 2. SUPPORTS Administration to continue the pre-lodgement consultation service until the end of the 2025/26 financial year for homeowners, developers and designers to receive advice from a member of the City's Design Review Panel on how they can improve energy efficiency in their design and retain significant trees in their design; and
- 3. SUPPORTS Administration to expand the existing GreenTrack Priority Assessment Process to include proposals for single houses, grouped and multiple dwellings, commercial and mixed use development, including alterations and additions, that retain significant existing trees as defined by the R Codes. This would not apply to applications being considered by the **Development Assessment Panel.**

#### **PURPOSE OF REPORT:**

The purpose of this report is to:

- Update Elected Members on the existing GreenTrack incentive program;
- Seek authorisation for Administration to expand the GreenTrack incentive program to promote and encourage the retention of trees which meet the Residential Design Codes (R Codes) Volume 1 definition of a 'Significant Existing Tree'. This would apply to development applications for new single houses, grouped dwellings, multiple dwellings, commercial and mixed use developments, including proposals for additions that meet certain thresholds; and
- Obtain Council's approval for an amendment to the Fees and Charges 2024/2025, as detailed in Attachment 1. This relates to development applications for development types identified in item 2 above where a Significant Exisitng Tree is proposed to be retained.

#### **DELEGATION:**

Section 6.16 of the Local Government Act 1995 requires Council to adopt by Absolute Majority an amendment to the to the Schedule of Fees and Charges 2024/2025.

#### **BACKGROUND:**

#### Green Track Program

In line with the City's Sustainable Environment Strategy 2019-2024 (SES), the City has advocated for higher environmentally sustainable design (ESD) standards for new builds and retrofits to both State and Federal Governments. This is because there is an absence of a State Government led, consistent approach to providing ESD standards in planning frameworks relevant to single house, grouped dwelling and commercial developments in Western Australia.

At the Ordinary Meeting of 21 November 2023, Council resolved the following:

- 1. APPROVES BY ABSOLUTE MAJORITY, in accordance with Section 6.16 of the Local Government Act 1995, to adopt the following amendment to the Schedule of Fees and Charges 2022/2023 and as shown in red text in Attachment 1:
  - 1.1 To reduce development application fees for Single House and Grouped Dwelling proposals, including alterations and additions, that submit a Lifecycle Assessment Report in accordance with Local Housing Objectives of Policy No. 7.1.1 Built Form. The development application fee shall be reduced by the cost incurred by the proponent to obtain the Life Cycle Assessment Report, capped at a maximum reduction of \$200.00 per development application; 2.
- 2. SUPPORTS Administration to implement a trial pre-lodgement consultation service until the end of the 2023/24 financial year for homeowners, developers and designers to receive advice from a member of the City's Design Review Panel on how they can improve energy efficiency in their design; and
- 3. SUPPORTS Administration to implement a Priority Assessment Process where Single House and Grouped Dwelling proposals submit an eligible Lifecycle Assessment Report in accordance with Local Housing Objectives of Policy No. 7.1.1 Built Form.

The City's GreenTrack Program was developed to encourage more people to construct energy and resource efficient homes with environmentally sustainable design principles. It was launched in February 2024.

#### Protection of Tree Canopy on Private Land

Perth has the lowest tree canopy coverage in Australia and is continuing to see a loss of existing trees as part of new developments and within the public realm. This tree canopy loss is being accelerated due to the spread of polyphagous shot-hole borer. Currently the planning framework provides limited controls for the retention of existing trees and the provision of new tree canopy.

Through the ongoing review of its local planning and policy framework there is the opportunity for the City to investigate new mechanisms to improve Vincent's urban canopy, and to continue to be a leader in advocating for improved urban greening and environmentally sustainable design through new development.

At its meeting on 19 March 2024, Council adopted Mayor Xamon's Notice of Motion (NOM) that seeks to protect more tree canopy on private land. The NOM is as follows:

- 1. NOTES the critical role that tree canopy plays in making cities liveable, reducing the urban heat island effect and providing a habitat for local flora and fauna; and
- 2. REQUESTS that the City:
  - 2.1 Prioritises the progress of planning controls to ensure greater protection of trees and canopy provision on private land; and
  - 2.2 Advocates to the Western Australian Planning Commission and Minister for Planning for greater protection of trees on private land.

#### Resolution 2.1 – Investigation of Planning Controls

Administration has undertaken a review of existing measures that local, state and territory governments across Australia, as well as several international governments, have undertaken to address the loss of trees on private land.

This has identified that while there are some existing planning controls that are available to ensure the protection and enhancement of tree canopy on private property, there are also barriers to implementing these measures.

Based on its review Administration recommends a multi-phased approach to protecting trees and improving urban canopy on private land, including a short term and medium to long term response:

- <u>Short Term</u> This is a combination of tree protection measures under the Trees of Significance Policy and incentives for the retention of trees on private property through an expansion of the GreenTrack program.
- Medium to Long Term This would consist of providing additional incentives and tree protection guidance and provisions throughout the City's planning framework. This includes amending the City's Policy No. 7.1.1 – Built Form (Built Form Policy) and the current review of the Local Planning Strategy and Local Planning Scheme No. 2 (LPS2).

Any provisions and incentives would also need to be supported by obtaining improved data and mapping collection for tree canopy.

Administration is proposing to expand the existing GreenTrack program to include development applications (DA) where proponents seek to retain a tree which meets the following R Codes definition of a 'Significant Existing Tree':

- healthy specimens with ongoing viability; and
- species is not included on a State or local area weed register; and
- height of at least 4m; and/or trunk diameter of at least 160mm, measured 1m from the ground; and/or
- average canopy diameter of at least 4m.

This would support retention of existing tree canopy on private properties as part of developments being designed.

Proponents would be eligible for reductions in DA fees, have access to a free pre-lodgement consultation session with the City's DRP Landscape Architect and have a prioritised development assessment.

Resolution 2.2 - Advocating to State Government

Since the March Council Meeting, Administration has been advocating for greater tree protection as part of attending meetings of the WALGA Planning Advisory and Urban Forrest Working Groups and Perth Inner-City Group (PICG) meetings. This work has included collaborating with other planning units in the ICCG in the preparation of briefing and scoping papers.

It is expected that the Department of Planning, Lands and Heritage will release the draft Urban Forest Strategy for Perth and Peel by the end of the year. The City made a submission in respect to this draft Strategy.

#### **DETAILS:**

#### Existing GreenTrack Initiative for ESD

Since the launch of GreenTrack in February 2024:

- <u>Uptake in GreenTrack</u> A total of 14 development applications for Single House and Grouped Dwellings, including for alterations and additions, have been lodged with a Life Cycle Assessment (LCA) to receive a prioritised assessment. This represents 22 percent of all Single House and Grouped Dwelling development applications received since February.
- <u>Improved ESD Outcomes</u> GreenTrack applications have achieved the following outcomes by meeting the City's Built Form Policy objectives relating to ESD:
  - Improved Global Warming Potential Applications submitted with an LCA achieved an average 74% saving of global warming potential against Perth statistical average residences (this exceeds the Built Form Policy target of 50%).
  - Improved Net Fresh Water Use Applications submitted with an LCA achieved an average 53% saving of net freshwater use saving against Perth statistical average residences (exceeding the Policy target of 50%).

- <u>Prioritised Assessment</u> The City has met all agreed timeframes set under the GreenTrack prioritised assessment initiative. The first assessment of all GreenTrack applications have been completed within 10 days of lodgement and amended plans have all been assessed within 5 days of their submission. Prioritisation of GreenTrack has not impacted the approval of other development applications in the system, of which 98% were determined within statutory and agreed timeframes in 2023/24.
- <u>DRP Advice</u> Five Green Design appointments have been held since February 2024. This is a free 1-hour consultation service with a member from the City's Design Review Panel (DRP) with ESD expertise. Two of these pre-lodgement appointments resulted in development applications being lodged under the GreenTrack assessment stream. The total cost of providing free Green Design appointments resulted in a cost to the City of \$2,200.00. It is proposed to extend this initiative until the end of the 2025/26 financial year.

Indicative expenditure estimates presented to Council at its meeting on <u>21 November 2023</u> predicted discounts to application fees would result in a loss of revenue of \$5,200 per year and the cost of providing free Green Design appointments would be between \$2,860 and \$10,120.

The Council resolution on 21 November 2023 supported Administration to implement a trial pre-lodgement consultation service until the end of the 2023/24 financial year.

#### Proposed Expansion of GreenTrack for Tree Retention

It is proposed to expand the City's GreentTrack initiative to support retention and designing around existing trees.

The City's Policy No. 7.1.1 – Built Form (Built Form Policy) and recent changes to the R Codes have made progress in recent years through the inclusion of standards that require tree planting and deep soil areas for new developments.

The R Codes also provide for reduction in landscaping requirements for applicants that retain mature trees.

To further promote the retention of mature trees, Administration proposes to expand the existing GreenTrack program to provide planning, advisory and financial incentives.

The incentives would apply to new single houses, grouped dwellings, multiple dwellings, commercial development and mixed-use development (including additions).

The program will not apply to developments which are being considered under the Development Assessment Panel (DAP) pathway. This is due to the complexity of DAP applications and the limited ability for the City to reasonably expedite assessments.

This would apply to existing trees that meet the R Codes definition of a 'Significant Existing Tree'.

The expansion of the GreenTrack initiative would extend the existing incentives for ESD to tree retention. This would include the following:

#### 1. Pre-Lodgement DRP Advice

The existing GreenTrack program provides a free one-hour consultation service with a member from the City's DRP with ESD expertise.

Administration proposes to expand this service to include pre-lodgement advice from the City's DRP Landscape Architect to inform how new developments could be designed to retain existing trees on site.

This initiative would cost the City a maximum of \$440.00 per consultation.

DRP advice for the retention of trees would apply to new single houses, grouped dwellings, multiple dwellings, commercial development and mixed-use developments. Proposals for additions with a cost of development of \$50,000 or more will also be eligible to use this service.

#### 2. Discounted Development Application fees

The existing GreenTrack program provides for a discount of development application fees of up to \$200.00 to reimburse the cost of obtaining an LCA.

Administration proposes to expand this service to applications that have been designed to retain trees that meet the R-Codes definition of a Significant Existing Tree and where the new development can be demonstrated to directly result in the tree's retention.

Applicants would be eligible to receive a discount to the development application fees of up to \$200.00. This would apply to all new single houses, grouped dwellings, commercial developments, as well as proposals for additions with cost of development of \$50,000 or more will also be eligible to receive this refund.

Administration would secure the ongoing retention of Significant Existing Trees through conditions of approval in where the tree proposed for retention is tied to the acceptability of certain departures under the planning framework or where the applicant agrees to a condition of approval.

The development application fee reduction requires an amendment to the City's Fees and Charges 2024/2025 Schedule, as shown in red text in **Attachment 1**.

#### 3. Priority Assessment of Development Applications

The existing GreenTrack program provides that development applications for all single house and grouped dwelling development applications, including for alterations and additions, that are submitted with a LCA would be offered a prioritised assessment.

#### This includes:

- Prioritising first assessment of an application, within 10 days of a complete application being submitted;
- Prioritising assessment of amended plans and/or additional information submitted following a request for further information, within 5 days of its submission.

Administration proposes to expand this prioritised assessment to apply to developments that propose the retention of Significant Existing Trees as defined under the R Codes. The introduction of this would mean such proposals would be prioritised for assessment over other applications in the City's system.

This pathway would apply to single houses, grouped dwellings and to commercial developments, as well as additions exceeding a development cost of \$50,000. This prioritised assessment pathway would not apply to applications being considered under the Development Assessment Panel Pathway.

Administration would ensure that the tree can be retained by assessing if development is encroaching on the tree protection zone or impact to the tree canopy.

#### **CONSULTATION/ADVERTISING:**

Consultation for expansion of GreenTrack

The existing GreenTrack program has been promoted to homeowners, builders, developers and other industry professionals through website content, information sheets, social media, industry events and general advice provided over the phone and through pre-lodgement meetings to encourage developers to uptake.

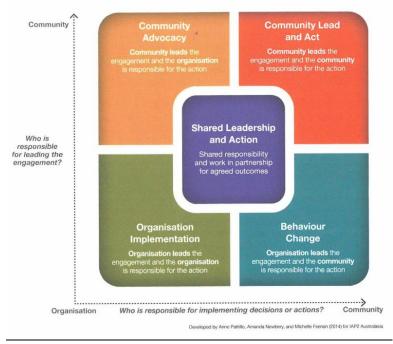
This would be expanded, and existing context updated to include information about the incentives applicable to proposals that incorporate the retention of significant trees.

During the consultation period, Administration will also communicate the review of the Trees of Significance Policy and the proposed benefits that this pathway provides to owners of trees deemed significant.

Amendment to Fees and Charges 2024/2025

Public notice of the amendment to fees and charges are required to be made in accordance with Section 6.19 of the *Local Government Act 1995*. This will involve a:

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



#### **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.

Your organisation has the legitimacy to lead and implement

#### A robust process to engage with the community and stakeholders

#### Behavioural Change

Organisations lead the conversation and identify the potential contributions to behavioural change.

**Tension:** There is no collective "why"/feeling forced/judged, undesirable impact/cost to make the change. **Mitigation:** To build the collective before the change becomes a requirement.

Pursuit and achievement of the object of engagment cannot be achieved without the action of stakeholder, partners, communities or individuals

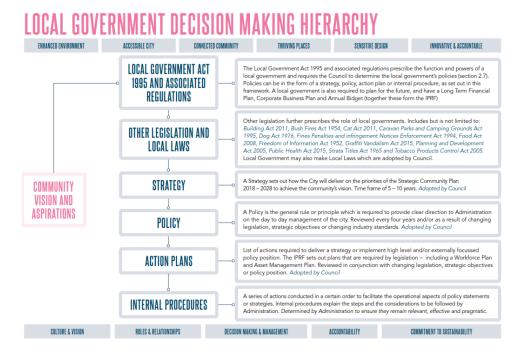
Testing is a key component

#### LEGAL/POLICY:

- Local Government Act 1995;
- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations 2015; and
- Planning and Development Regulations 2009.

In accordance with the City's Policy Development and Review Policy, GreenTrack is covered under internal procedures.

In accordance with section 6.16 of the *Local Government Act 1995* approval by an absolute majority of Council is required to amend the Schedule of Fees and Charges.



#### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to support planning initiatives to protect and promote the retention of significant trees in new developments.

#### 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. We have minimised our impact on the environment.

#### Connected and Healthy Community

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

#### **Thriving Places**

We encourage innovation in business, social enterprise and imaginative uses of space, both public and private.

#### Sensitive Design

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

#### **Innovative and Accountable**

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

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:

#### **Expenditure Sources**

A development application fee income of \$430,000.00 was budgeted for the 2024/25 financial year.

The City has received \$179,000.00 in development application fees within quarter one of the financial year. This equates to 54 percent of the budgeted income.

The operating budget for Design Review Panel expenditure is \$70,000.00.

The expenditure at the end of quarter one of the financial year was \$13,230.00, noting an upward trend of items being presented to DRP.

The cost of the advisory service would be taken from the City's Design Review Panel operational budget. Administration may seek additional budget as part of budget review and preparation, depending on the uptake of this service. The surplus of development application fee revenue would offset this expense.

The loss of revenue from a reduction of fees planning initiative is provided in greater detail below. This would be absorbed in fees received for the lodgement of development applications, given the City is anticipated to exceed budget income for development applications.

The uptake in the proposed financial initiatives cannot be confidently predicted given the services would be the first of their kind. The existing GreenTrack program has demonstrated that the incentives can be accommodated within the operating budget.

It is recommended the services are put in place on a trial basis until the end of the 2025/26 financial year, at which time the City can review the uptake in the service and subsequent financial impact to inform the next financial year's budget.

#### Indictive Expenditure

#### 1. Free Design Advisory Service

The cost of this service to the City would be \$440.00 per session held, which includes one-hour preparation time and one-hour session with an applicant. This is based on the remuneration paid to DRP members per hour in accordance with the DRP Terms of Reference.

Five pre-lodgement Green Advice meetings have been held across eight months since GreenTrack was launched. The total expenditure over this period has been \$2,200.00.

If there were two Green Advice meetings for tree retention per month based on uptake, the total expenditure would be \$10,560.00 per annum.

#### 2. Financial Incentive of Discounting Development Application Fee

Since February 2024, a total of 20 percent of all single house and grouped dwelling development applications have been lodged as GreenTrack applications.

The submission of LCAs for single house and grouped dwelling proposals over the last three financial years is shown in the below table. There has been a total of 523 development applications submitted for single house, grouped dwelling, multiple dwelling and commercial developments, with a cost of development over \$50,000.00.

Since the launch of GreenTrack, 20 percent of eligible development proposals have been lodged through the GreenTrack pathway. Based on this uptake and if 20 percent of eligible development proposals were to uptake the service for tree retention and a maximum fee reduction of \$200.00 was applied to each of these applications, there would be an average of \$6,973.00 loss of revenue per year.

The average development application fee for single house, grouped dwelling, multiple dwelling and commercial development proposals with a cost of development over \$50,000.00 over the last three financial years was \$1,502.00. The average income for these development applications over each of the last three financial years was \$261,280.00.

Based on the above figures the reduction of development application fees would represent a 2.7 percent loss in revenue.

Financial Year	Total No. of Single House, Grouped Dwelling, Multiple Dwelling & Commercial developments determined with a cost of development >\$50,000.00	Loss of revenue if 20% of DA fees were reduced by \$200.00
2021/22	222	\$8,880.00
2022/23	141	\$5,640.00
2023/24	160	\$6400.00

The proposed incentive seeks to increase the uptake in the applications submitted with a LCA or retention of existing trees, resulting in a likely increase in loss of revenue.

The uptake in this service cannot be predicted given the service would be the first of its kind in the State. It is recommended the service is put in place on a trial basis until the end of the 2025/26 financial year, at which time the City can review the uptake in the service and subsequent financial impact while considering the next budget.

### 3. Priority Assessment of Development Applications that Retain a Significant Tree

There would be no financial/budget implications for this initiative given it relates to Administration's internal process changes only.

#### **COMMENTS:**

The City of Vincent was the first local government in Australia to launch the GreenTrack priority assessment service for residential development applications.

Since launch, the innovative approach has successfully balanced the incorporation of ESD into single house and grouped dwelling proposals, while reducing financial barriers and assessment timeframes. The expanded GreenTrack incentives would deliver sustainably designed dwellings and encourage greater tree retention through a streamlined approval process.

The planning initiatives to support the retention of trees would have a positive impact on the City of Vincent and local community. The expansion of GreenTrack is one of the first initiatives that Administration is proposing to address Mayor Xamon's NOM and the strategic focus area of the CBP for the greater retention of existing tree canopy on private properties.

#### FEES AND CHARGES 2024/25



	Methodology	2023/24	2024/25	G S T	Reference (Act, Regulation, Local Law, Policy)	Fee Comparison % Change
BUILDING AND PLANNING						
BCITF Fee		for all works v	e of construction works, alued at more than 20,000	N	Building and Construction Industry Training Fund and Levy Collection Act 1990	
SWIMMING POOL SAFETY BARRIER INSPECTION FEE						
Mandatory periodic pool safety barrier inspections including re-inspections of non-compliant pool barriers	per 4 year cycle	\$ 233.80	\$ 240.80	N	Building Regulations	3%
Mandatory periodic pool safety barrier inspections including re-inspections of non-compliant pool barriers	Per year	\$ 58.45	\$ 60.20	N	2012 r53(2)	3%
Swimming Pool re-inspection due to incomplete/unsatisfactory work	per hour	\$ 110.00	\$ 110.00	N	Local Govt. Act 1995 S6.16	0%
New Pools - initial pool safety barrier inspection and report, including re- inspections of non-compliant barriers	per service	\$ 205.00	\$ 211.15	Ν	Local Govt. Act 1995 S6.16	3%
Request for out-of-cycle swimming pool inspection as part of a property sale. Inspection includes inspection report.	per service	\$ 205.00	\$ 211.15	N	Local Govt. Act 1995 S6.16	3%
DECHIEST FOR TECHNICAL ADVICE OF ADDITIONAL BUILDING	SHDVEVINGSE	DVICES				
REQUEST FOR TECHNICAL ADVICE or ADDITIONAL BUILDING  Item 1. Request to provide certification of unauthorised building work - Class 1 and 10 buildings, including inspections, desktop assessment and issuing of a BA18 Certificate of Building Compliance.	per service	\$ 605.00	\$ 605.00	Υ		0%
Item 2. Request for provision of building surveying advice - Class 1 and 10 buildings, including construction inspection, consultations, desktop assessments and reports.	per hour	Refer to hourly rate	Refer to hourly rate	Υ		
Item 3. Request for inspection of existing Class 2 - 9 buildings to assess compliance with disability access and National Construction Code (NCC) requirements, and/or essential fire safety services maintenance audit, including desktop assessments, consultations, site inspections and report.	per hour	Refer to hourly rate	Refer to hourly rate	Υ	Local Govt. Act 1995 S6.16	
Item 4. Level 1 Building Surveyor - per hour	per hour	\$ 115.00	\$ 118.00	Υ		3%
Item 5. Level 2 Building Surveyor - per hour	per hour	\$ 99.00	\$ 102.00	Υ		3%
Item 6. Assistant Building Surveyor/Technician - per hour Preliminary Strata Inspection and Report	per hour per unit	\$ 83.64 \$ 110.00	\$ 86.00 \$ 113.00	Y N		3% 3%
Preliminary Strata Inspection and Report - Archive Search Fee	per unit	\$ 15.00	\$ 15.00	N		0%
FEES FOR PLANNING SERVICES						
Determining a development application (other than for an extractive industry) where the development has not commenced				N		
Determining a development application (other than for an extractive industry) where the development has not commenced				N		
Determining a development application (other than for an extractive industry) where the development has commenced or been carried		-		N		
Determining a development application for an extractive industry where the development has not commenced or been carried out				N		
Determining a development application for an extractive industry where the development has commenced or been carried out				N	-	
Determining an application to amend development approval				N		
Determining an application to cancel development approval			ee in accordance with and Development	z	Planning and Development	
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use, where the change or the alteration, extension or change has not commenced or been carried out		the Planning and Development Regulations 2009, Schedule 2 N		N	Regulations 2009	
Determining an application for a change of use or for an alteration or extension or change of a non-conforming use, where the change or the alteration, extension or change has commenced or been carried out				N		
Providing a Zoning Certificate or Replying to a property settlement questionnaire	per property			N		
Providing written advice of Single House exemption from planning approval	per property			N		
Providing written planning advice	per property			N		
Planning scheme amendments, structure plans, activity centre plans or local development plans		N				
	_	_	_	_	_	

#### FEES AND CHARGES 2024/25



"Maximum fee eligible to reduced for single houses and grouped dwelling accordance with Local Housing Objectives of Policy No.7.1.1 - Built Form.  "Maximum fee eligible to reduced for single houses, group and multiple of defined by the R Codes. The fee shall be reduced by a maximum of \$200.00 applications being considerable.  EES FOR PLANNING SERVICES (continued)  DAP application where the estimated cost of the development is not less an \$3 million and less than \$7 million  DAP application where the estimated cost of the development is not less an \$3 million and less than \$7 million  DAP application where the estimated cost of the development is not less an \$3 million and less than \$7 million  DAP application where the estimated cost of the development is not less an \$10 million and less than \$12.5 million  DAP application where the estimated cost of the development is not less an \$12.5 million and less than \$15 million  DAP application where the estimated cost of the development is not less an \$15 million and less than \$15 million  DAP application where the estimated cost of the development is not less an \$15 million and less than \$17.5 million  DAP application where the estimated cost of the development is not less an \$17.5 million and less than \$20 million  DAP application where the estimated cost of the development is not less an \$17.5 million and less than \$20 million  DAP application where the estimated cost of the development is not less an \$17.5 million and less than \$20 million  DAP application where the estimated cost of the development is not less an \$17.5 million and less than \$20 million or more	The fee shall be 10 per developme wellings, comme .00 per developm	reduc ent app cial a nent a	eed by the con plication and nd mixed use pplication wit	st inc subje dev th a c	eurred by the propo ect to submission o elopment, including	nent		
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sue of written heritage Advice						N		
	nor property	\$	91.70	\$	94.45	Υ		3%
sue of heritage advice - Involves preliminary heritage check	per property per property	\$	143.80		148.11	Y	Local Govt Act 1995	3%
sue of heritage advice - Involves full heritage assessment	per property	\$	200.59	\$	206.60	Y	S6.16	3%
roviding a subdivision clearance not more than 5 lots			<u> </u>			N		
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roviding a subdivision clearance more than 195 lots			Regulations	2009	, Scriedule 2	N	Regulations 2009	
ubdivision inspection fee (applicable only where re-inspection is required)	per re-inspection	\$	100.00	\$	100.00		Planning and Development Regulations 2009 S49	0%
ash in lieu payment for car parking	per car parking bay, or part thereof	\$	5,626.80	\$	5,795.60	N	Local Govt. Act 1995 S6.16	3%
ection 40 Liquor Licensing Certificate	•	\$	73.00	\$	73.00	N		0%
ercentage for Public Art Threshold Value		\$	1,137,864	\$	1,185,654			4%
hange of Property Numbering & Addressing Application		\$	105.00	\$	105.00	N	Land Court Act 4005	0%
evelopment Application Pre-Lodgement Fee (max of 2 DRP meetings lly)		\$	705.00	\$	705.00	Y	Local Govt. Act 1995 S6.16	0%
ommercial Partitioning Application pace marking & Signage of car share space	per car bay	\$	800.00	\$	800.00	N		0%
aking good of car bays after cessation of use for car sharing	per car bay	\$	700.00		700.00			0%
ail out fees	,	-	. 30.00		. 00.00			
	er mail out letter	\$	2.00	\$	2.00	N	Development	0%
ENERAL FEES				_			Regulations	
ENERAL FEES  polication for a boundary fence that is not recognised as a 'sufficient nce' in the Fencing Local Law		\$		\$	97.70	N		0%
etrospective application for a boundary fence that is not recognised as a ufficient fence' in the Fencing Local Law			97.70	φ	91.70			
dministration and Advertising planning related matters not requiring		\$	195.40	\$	195.40	N	Local Govt. Act 1995 S6.16	0%
500 mail out letters 501 mail out letters	g a planning ap		195.40	\$ npac	195.40	N		0%

#### 5.3 ROAD DEDICATION OF RIGHT OF WAY LOT 66 ON DIAGRAM 4096, LEEDERVILLE

#### Attachments:

- 1. Survey Plan Lot 66 Diagram 4096 🗓 🖼
- 2. Certificate of Title 2748-736 Lot 66 On Diagram 4096 4
- 3. Cancelled Certificate of Title 1054-346 Lot 66 On Diagram 4096 Partial Closure of Right of Way 1

#### **RECOMMENDATION:**

#### **That Council:**

- 1. REQUESTS the Minister for Lands to dedicate as a road Lot 66 on Diagram 4096 as shown in Attachment 1, comprised in Certificate of Title Volume 2748 Folio 736 as shown in Attachment 2, pursuant to section 56(1)(c) of the Land Administration Act 1997 (LAA) subject to the Chief Executive Officer:
  - 1.1 Providing public notice seeking submissions on the proposal to dedicate Lot 66 on Diagram 501 pursuant to section 56(1)(c) of Land Administration Act 1997 and Regulation 8 of Land Administration Regulations; and
  - 1.2 Considering and responding to any submissions or objections received; and
- 2. APPROVES indemnifying the Minister for Lands against any claim for compensation arising from the dedication of Lot 66 on Diagram 4096, pursuant to section 56(4) of the *Land Administration Act* 1997.

#### PURPOSE OF REPORT:

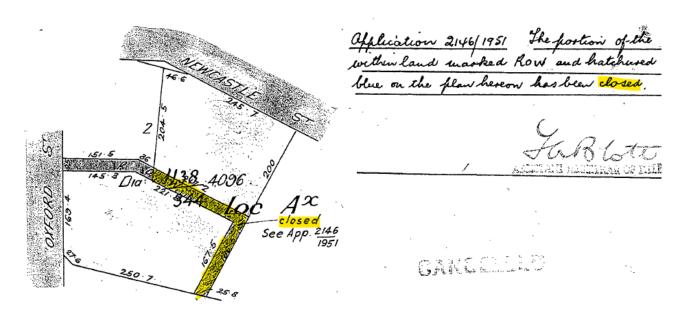
For Council to consider the dedication of the right of way adjacent to Oxford Street, Leederville, known as Lot 66 on Diagram 4096, as a road pursuant to section 56(1)(c) of the *Land Administration Act 1977* (LAA).

#### **DELEGATION:**

Section 56(1)(c) of the LAA sets out that a Local Government may request the Minister for Lands to dedicate as road land that comprises a private road of which the public has had uninterrupted use for a period of not less than 10 years. The *Local Government Act 1995* defines 'Local Government' as the Elected Members unless otherwise delegated. This function has not been delegated.

#### **BACKGROUND:**

At the original time of its dedication, a privately owned ROW extended from Oxford Street to the south and to the east in a L shape (see below). In 1951, the eastern portion of the freehold ROW lot was closed, and the land was absorbed into the strata at 663 Newcastle Street, as shown in the cancelled Certificate of Title 1054-346 (**Attachment 3**).



The western portion of the ROW was transferred in 1951 to the current owners, who are believed to be deceased, and has remained in private ownership since.

During the development of the <u>Leederville Town Centre Place Plan</u> (the Place Plan), Lot 66 on Diagram 4096 was identified as a privately owned (freehold) right of way which for all intents and purposes has been operating as a public thoroughfare for many years, connecting Oxford Street, Leederville with the privately owned car parks at 663 Newcastle Street, Leederville.



Action 4.7(a) of the Place Plan reads:

Request the Minister of Lands acquire the right of way linking Oxford Street to the strata lots at 663 Newcastle Street.

Action 4.7 of the Place Plan identifies the opportunity to improve the pedestrian amenity of the ROW and continue any improvements into the Strata-owned portion of the laneway. Administration has begun discussions with the 663 Newcastle strata owners to collaborate on this opportunity and tie any improvements in with the Frame Court car park redevelopment.

#### **DETAILS:**

#### S56 LAA & Reg 8 Land Administration Regulations 1998 (LAR) process

Administration is proposing to request that the Minister for Lands considers dedication of Lot 66 on Diagram 4096 comprised in Certificate of Title Volume 2748 Folio 736 (ROW Lot 66) as a road under section 56 of the LAA. This section allows the dedication of a private road which the public has had uninterrupted use of for a period of not less than 10 years.

The LAA defines a private road to include "...alley, court, lane, road, street, thoroughfare or yard on alienated land... which is not dedicated... is shown on a plan or diagram... and which forms a common access to land..."

A review of aerial imagery shows that between 1965 and 2024, ROW Lot 66 formed an accessway from Oxford Street into three privately-owned car parks / loading areas fronting onto Oxford Street, Newcastle Street and to the rear of 112-124 Oxford Street, Leederville.

Administration is satisfied that the dedication of ROW Lot 66 would not impact on adjoining properties and would not result in the loss of vehicle access to any adjoining properties. Based on aerial imagery Administration is comfortable that since at least 1965, the strata at 663 Newcastle Street and the owners of 112-124 Oxford Street, Leederville and their predecessors have been the primary landowners who have enjoyed the benefit of ROW Lot 66.

Administration considers that there is sufficient evidence to show that use of ROW Lot 66 has been used for vehicle access since 1965 and that this would satisfy the requirements of the LAA.

#### **Next Steps**

The process requesting the Minister for Land's consent to the dedication is as follows:

- Council resolves to request the Minister dedicate ROW Lot 66 as a road pursuant to Section 56 of the LAA, subject to the City advertising the intention and considering any submissions.
- The City gives public notice for a period of 31 days of its decision to request the Minister dedicate ROW Lot 66 as a road and considers any responses to any public submissions received.
- The City gives notice to suppliers of public utility services for a period of 31 days of its decision to request the Minister dedicate as road ROW Lot 66 and considers any responses received from the public utility service providers.
- The City makes a request in writing to the Minister for Lands for ROW Lot 66 to be dedicated as a road under Section 56 of LAA and Regulation 8 of LAR which includes the following:
  - o Copy of the Council report of the recommendation and minutes to dedicate as road ROW Lot 66.
  - o Plan of survey, sketch plan or document to describe the dimensions of the road (Attachment 1).
  - Written confirmation that the public has had uninterrupted use of the private road for a period of not less than 10 years.
  - A description of the section or sections of the public who have had that use.
  - A description of how ROW Lot 66 has been constructed.
  - o Information on land ownership. Provided on Certificate of Title (Attachment 2).
  - Copies of any submissions/objections received in response to the public notice, and the City's comments on these submissions / objections.
  - Written confirmation that the City has complied with section 56(2) of LAA.

Where a private road is dedicated as road by a Dedication Order under s.56 of LAA, compensation is not payable to **any** person with an interest in the land (including the owner of the fee simple interest in the land) nor any person who may have the benefit of an easement over the private road created under s.167A of the *Transfer of Land Act*.

As ROW Lot 66 is land held in freehold, an indemnity will be provided to the Minister for Lands against any claim for compensation that may arise in accordance with s56(4) of the LAA.

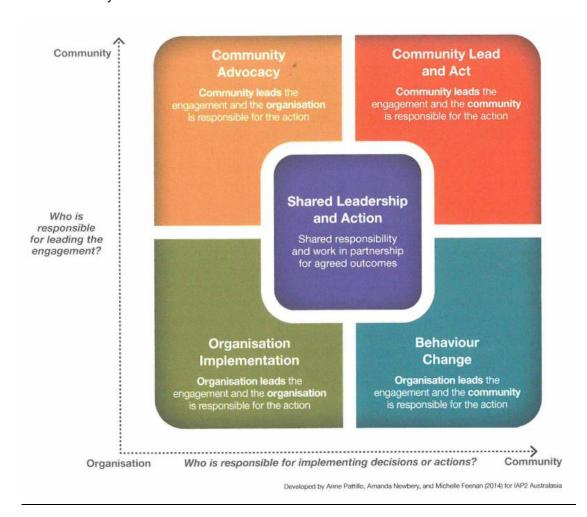
If the Minister grants the request for the dedication of ROW Lot 66 as a road, the right of way will become Crown Land owned by the State of Western Australia, with care, control and management the responsibility of the City in accordance with section 55(2) of the LAA.

#### CONSULTATION/ADVERTISING:

Public notice is required prior to dedication and notice to public utility services suppliers pursuant to <u>\$56\$</u> <u>Land Administration Act 1997</u> and <u>Reg 8 of the Land Administration Regulations 1998</u>.

Public notice will be provided for a minimum of 31 days in the following ways:

- on the City's website;
- in the local paper;
- · letters to adjoining property owners; and
- on the City's Public Notice board.



#### 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.

#### LEGAL/POLICY:

Land Administration Act 1997

Section 56 of Land Administration Act 1997

Regulation 8 Land Administration Regulations 1998

#### **RISK MANAGEMENT IMPLICATIONS**

RISK CATEGORY	RISK APPETITE/TOLERANCE STATEMENT	DESCRIPTOR/CLARIFICATION
Activities against ratepayer values & ethics	The city has a very low risk appetite for investments and activities that do not align with the city's values.	The city has set its vision, purpose and guiding values based on the interpretation of those of the community it serves. When entering into new projects, investments and proposals, these values must be considered as one of the key consideration sets.

Council's adopted Risk Appetite & Tolerance Statements page 5.

Low: It is low risk for Council to dedicate ROW Lot 66 as a road. The dedication aligns with the pillars of Council's adopted SCP and the adopted Leederville Town Centre Place Plan.

As ROW Lot 66 is currently operating as a publicly accessible road, dedication of the lot as a road would not have a noticeable impact on the surrounding area and would not impact on adjoining landholdings which would continue to have uninterrupted vehicle access. This laneway space will be activated and support the Thriving Places and Sensitive Design pillars.

#### STRATEGIC IMPLICATIONS:

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

#### **Thriving Places**

Efficiently managed and maintained City assets in the public realm.

#### Innovative and Accountable

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

#### SUSTAINABILITY IMPLICATIONS:

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

#### **PUBLIC HEALTH IMPLICATIONS:**

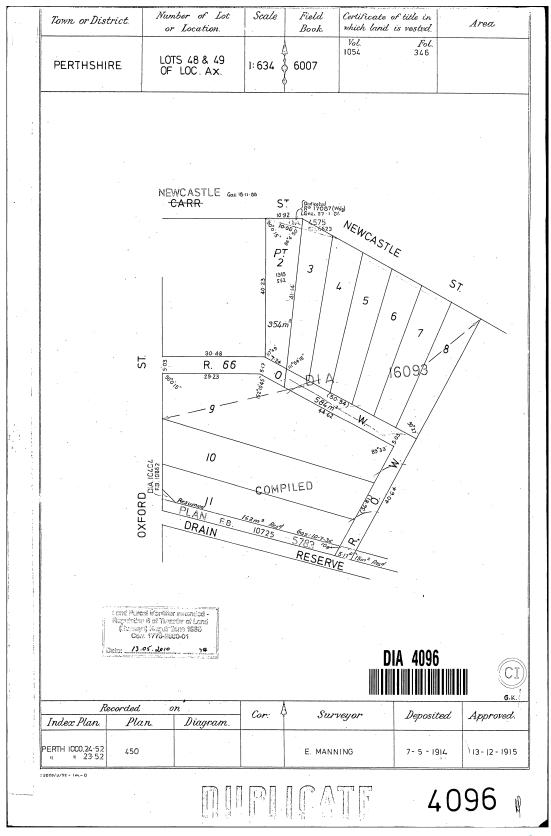
This does not contribute to any public health outcomes in the City's Public Health Plan 2020-2025.

#### FINANCIAL/BUDGET IMPLICATIONS:

The dedication of the road will require a nominal fee of approximately \$209 for the lodgement of the Dedication Order with Landgate. Improvements to the pedestrian amenity of the right of way following the dedication by the Minster for Lands will be considered in future budget allocations.

#### COMMENTS:

Administration supports the dedication of Lot 66 on Diagram 4096 as road under section 56 of the *Land Administration Act 1997* as the public has had uninterrupted use of the ROW Lot 66 for a period of not less than 10 years and the intention is to continue granting the public an accessible road. Dedication of this portion of ROW would align with the City's adopted place plan and would allow consideration of improvements to the ROW.



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WESTERN



AUSTRALIA

TITLE NUMBER
Volume Folio
2748 736

#### RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.



#### LAND DESCRIPTION:

LOT 66 ON DIAGRAM 4096

#### REGISTERED PROPRIETOR:

(FIRST SCHEDULE)

CHARLES STEWART OF 9 VICTORIA PARADE, CLAREMONT
ADA ESTHER STEWART OF 9 VICTORIA PARADE, CLAREMONT
WILLIAM LEOPOLD PATTERSON OF 12 WRIGHT STREET, EAST PERTH
HELEN THOMSON PATTERSON OF 12 WRIGHT STREET, EAST PERTH
VERNON MORSE HARROLD OF 28 BULWER STREET, PERTH
MARA HARROLD OF 28 BULWER STREET, PERTH
AS TENANTS IN COMMON IN EQUAL SHARES

(T T7444/1951) REGISTERED 18/4/1951

#### LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:

(SECOND SCHEDULE)

1. THE LAND THE SUBJECT OF THIS CERTIFICATE OF TITLE EXCLUDES ALL PORTIONS OF THE LOT DESCRIBED ABOVE EXCEPT THAT PORTION SHOWN IN THE SKETCH OF THE SUPERSEDED PAPER VERSION OF THIS TITLE. SEE VOLUME 1054 FOLIO 346

Warning

A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required. Lot as described in the land description may be a lot or location.

------END OF CERTIFICATE OF TITLE------

#### STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

SKETCH OF LAND: D4096 PREVIOUS TITLE: 1054-346

PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.

LOCAL GOVERNMENT AUTHORITY: CITY OF VINCENT

LANDGATE COPY OF ORIGINAL NOT TO SCALE 27/08/2024 04:23 PM Request number: 67064292

Landgate
www.landgate.wa.gov.au

LANDGATE COPY OF ORIGINAL NOT TO SCALE 27/08/2024 04:50 PM Request number: 67064466



EASEMENTS AND ENCUMBRANCES REFERRED TO.

Careat 843/1935 Bollock 23. 8. 1935 at 12:10 oc Markell agd. George Barrett

Careat 843/1935 Bollock 23. 8. 1935 at 12:10 oc Markell agd. a. W. B. Glandell

The Transfer 74444/195/FOURTEEN DAYS NOTICE SENT on 20/4/195/ on Garret 740/1934.

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CERTIFICATE OF TITLE.
Registered Vol. Fol.

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Item 5.3- Attachment 3

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#### 6 INFRASTRUCTURE & ENVIRONMENT

### 6.1 OUTCOME OF ADVERTISING AND ADOPTION OF AMENDMENTS TO COLLECTION MANAGEMENT POLICY

#### Attachments:

- 1. 15.10.2024 Library and Local History Centre Collection Management Policy CLEAN DRAFT U
- 2. Library-and-Local-History-Collection-Policy TRACK CHANGES J.
- 3. 15.10.24 241003 Library Collection Policy Survey Analysis J

#### **RECOMMENDATION:**

That Council ADOPTS the Collection Management Policy at Attachment 1

#### **PURPOSE OF REPORT:**

To present the outcome of community consultation and seek approval of the proposed Collection Management 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 its 20 August 2024 Meeting, Council approved conducting community consultation of its intention to adopt/amend the Collection Management Policy.

In accordance with the City's <u>Community and Stakeholder Engagement Policy</u>, community consultation was undertaken between 12 September to 03 October 2024, for the required 21 days period.

The policy was advertised on the City of Vincent website, social media and through the following public notices:

- Perth Now Central
- Perth Voice and
- notices exhibited on the notice board at the City's Administration and Library and Local History Centre.

Administration had received 1 submission, as summarised at Attachment 3.

#### **DETAILS:**

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

The existing policy was scheduled for review in early 2025, this was brought forward slightly to reflect the changes to the City of Vincent Library and Local History Centre service as it evolves into a modern-day library service that is in-tune with the community's needs and expectations of the service.

Additionally, the library and information industry has seen a big shift in service deliverables and expectations that have shaped how a library manages and curates a collection. There has also been a shift in the sociopolitical arena that has been spilling over into public libraries and it has been recommended by industry bodies to ensure collection management policies are robust and clearly defined to ensure neutrality and a balanced approach to providing credible and authoritative information and access to recreational pursuits that cater to a community that is often diverse in its needs.

Item 6.1 Page 64

Amending the policy with the proposed updates will shift the policy to align with the City's strategic business plans and the library's internal strategic objectives. This then directly informs the methodology for collection management through:

- A collection that is curated to meet the community's expectations which spans across diverse needs, interests, perspectives and beliefs.
- The collection is managed to maintain ongoing equitable access for the community to engage with digital technologies, explore their recreational pursuits, and research and learn about a wide range of topics.

#### **Examples of current / best practice:**

- Australian Library and Information Association Collection Policy Template
- Town of Victoria Park Collection Development Guidelines
- Kingston Libraries Collections Management Policy 2023
- City of South Perth Library Collection Development Guidelines
- City of Stirling Library Collection Development Policy

#### CONSULTATION/ADVERTISING:

The proposed policy was advertised on the City of Vincent's website as follows:

- News item on the City's website on 05 September which attracted 26 views, no public submissions were made.
- 2 x fortnightly e-news notices, on the 05 and 19 September, with 10,000+ subscribers, no public submissions were made.
- The consultation webpage was published on the Imagine Vincent website from 12 September to 03 October 2024 and was visited by 14 visitors of the public, 1 x public submission was made.

The public submission was submitted on 19 September 2024 and the comment was:

 Excellent amendments. Censorship by individuals and groups asking for the removal of materials based on race, gender, political or religious grounds is to be vigorously resisted. Typo? There are two mentions of race in Policy section 6 "promote nor engage in censorship in the selection or rejection of material based on race, gender, political, racial or religious grounds."

The library has amended the policy, section 6 to reflect the public comment by removing the repetition and it has been updated to:

The library upholds the ALIA statement of Free Access to Information (2018) and will not promote
nor engage in censorship in the selection or rejection of material based on gender, political,
racial or religious grounds. Items prohibited from publication or circulation by the State of the
Commonwealth Governments will be excluded from the collection.

No further consultation is required.

### LEGAL/POLICY:

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

The City's <u>Policy Development and Review Policy</u> sets out the process for the development and review of the City's policy documents.

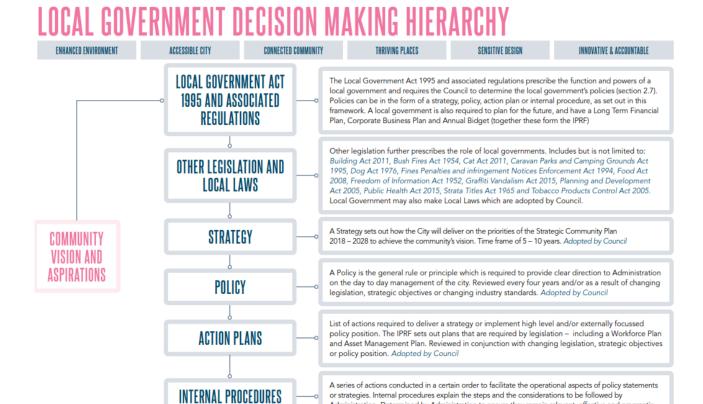
In accordance with section 2.3 of the Policy Development and Review Policy:

The purpose of a policy is to provide a general rule or principle to guide Administration and the community on the City's decision making and advocacy;

Item 6.1 Page 65

The purpose of the proposed policy is to provide a framework for the selection, acquisition, evaluation and deaccession of materials for the library and local history centre collections. This will be achieved by:

- More clearly defined parameters and objectives for the library's physical and digital collections and the curation and preservation of the City's heritage.
- Maintaining the neutrality of the collection by adopting a balanced and nuanced approach to collection management, development and resourcing.
- Upholding free access to information principles that personal beliefs and biases do not supersede other community members' rights to access and engage with information and content suitable to their personal interests or learning requirements.



**DECISION MAKING & MANAGEMENT** 

#### **RISK MANAGEMENT IMPLICATIONS**

Low:

Adopting the proposed policy is low risk because it acts as a framework for managing the library and local history centre collections. With clearly defined objectives, guiding principles and purpose of the collection and its role in supporting the community for recreation and learning.

Administration. Determined by Administration to ensure they remain relevant, effective and pragmatic.

COMMITMENT TO SUSTAINABILITY

ACCOUNTABILITY

#### STRATEGIC IMPLICATIONS:

CULTURE & VISION

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

#### Connected and Healthy Community

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

ROLES & RELATIONSHIPS

#### 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

Item 6.1 Page 66

#### **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:

Nil

#### **COMMENTS:**

Nil

Item 6.1 Page 67

# COLLECTION MANAGEMENT CITY OF VINCENT



Legislation / local law requirements	Library Board (Registered Public Libraries) Regulations 1985 State And Local Government Agreement for The Provision of Public Library Services in Western Australia September 2020 Western Australian Classification Publications, Film and Computer Games Enforcement Act 1996 Local Level Agreement for the Delivery of Public Library Services, 2011 Funding Arrangement for the Delivery of Public Library Services, 2011 Censorship Act 1996 Copyright Act 1968
Relevant delegations	Please reference the clause and title of any delegations that are relevant to the policy.
Related policies, procedures and supporting documentation	D23/180812 – SoaP 2024 -25 – Library Services D23/180815 – SoaP 2024 – 25 – Local History Centre Collection Development Guidelines  Strategic Community Plan 2018 – 2028 Reconciliation Action Plan Youth Action Plan 2020 – 2026 Public Health Plan 2020 – 2025 City of Vincent Access and Inclusion Plan 2022 – 2027  ALIA (Australian Library and Information Association) Standards and Guidelines Australian Public Libraries May 2021 WA Public Libraries Strategy 2022 – 2026 Intellectual Freedom Policy – Library Board WA

#### **PRELIMINARY**

#### INTRODUCTION

The City of Vincent Library and Local History Centre provides equitable opportunities for literacy, learning, social connections and cultural experiences.

This is supported through comprehensive, diverse and inclusive collections of print, non-print and digital materials that are acquired to meet the current and future community's needs and expectations.

#### **PURPOSE**

This policy will act as a framework for the selection, acquisition, evaluation and deaccession of materials for the library and local history centre collections.

#### **OBJECTIVE**

- 1. To provide equitable access and opportunities for the community to engage with literacy, learning, technology and make social connections in a safe, inclusive space;
- 2. Acquire and manage a collection that supports informal learning and recreational pursuits with relevant resources for borrowing or use in the library;

CM D20/84083 Page | 1 of 3

## COLLECTION MANAGEMENT CITY OF VINCEN

- Develop a balanced, diverse and inclusive collection that is responsive to current community needs and anticipates future needs;
- Ensure library materials are available to all library users without restriction except where legally required or based on loan conditions;
- To collect, manage and preserve materials that reflect the history and heritage of the City of Vincent, including its past and present-day boundaries.

#### SCOPE

This policy covers all materials, technology and resources held within the City of Vincent Library and Local History Centre, including digital materials made available through online services.

#### **POLICY PROVISIONS**

#### **DEFINITIONS**

ALIA refers to the Australian Library and Information Association.

**Collection** refers to all materials, technology and resources held within the City of Vincent Library and Local History Centre including digital materials made available through online services.

**Collection Management Guide** is a supporting document for the Collection Management Policy and outlines guiding principles and management practices for developing the collection.

IFLA refers to the International Federation of Library Associations and Institutions.

#### **POLICY**

- The collection development is managed by the Collection Development Librarian. Certain areas of
  the collection may be delegated to other key team members who have subject, genre or resource
  expertise for that area. The library shall remain autonomous in its power to decide what items will be
  included in the collection and shall not be influenced by any outside bodies or persons except for
  government and legal constraints.
- The collection aims to provide a balanced collection of materials on all subjects of interest/relevance to the community and represents diverse voices, maintains the accuracy of information, and upholds freedom of expression, intellectual freedom and integrity.
- The purchasing of library materials will continue to improve and maintain the quality and standard of available collections. Materials are supplied by the State Library of Western Australia and supplemented by internal funding allocations to fill collection gaps and meet high borrower demand.
- 4. The Collection Management Guidelines outlines the criteria that informs the selection, de-selection and exclusion of materials. Requests for purchase will be assessed against the criteria and if not purchased those requests may be satisfied via the inter-library loan system or other formats.
- 5. Items removed from the collection will be disposed of through the library's second-hand book sales or other disposal methods as deemed appropriate.
- 6. The library upholds the ALIA statement of Free Access to Information (2018) and will not promote nor engage in censorship in the selection or rejection of material based on gender, political, racial or religious grounds. Items prohibited from publication or circulation by the State or the Commonwealth Governments will be excluded from the collection.

Page | 2 of 3 CM D20/84083

## **COLLECTION MANAGEMENT**



- 7. The library will not restrict the access to information of any patron based on age except for MA15+ or R18+ material. Parents and caregivers are encouraged to set their own boundaries on what is considered appropriate materials for their children and to monitor their selection and utilisation of library materials.
- 8. Gifts and donations are accepted if they align with the collection management criteria and with the understanding that the material becomes the property of the City which reserves the right to include or not include donated materials in its collections or to dispose of the materials as deemed appropriate.
- The library endorses the IFLA-UNESCO Public Library Manifesto (2022) and the ALIA statements; Free Access to Information (2018), Libraries and Literacies (2006) and Public Library Services (2018).
- 10. The Local History Centre houses a permanent collection of current and retrospective material in a variety of formats, including physical and digital, relating to the history of the City of Vincent.
- 11. The Local History Centre provides appropriate conditions for the storage, conservation and preservation of the physical and digital collections. Where possible, digital copies may be created to enable wider access to the material and to safeguard the original items.
- 12. The Local History Centre's collection is searchable and accessible through the online catalogue and image library. Access to the physical material is available at the Local History Centre during opening hours and is dependent on staff availability.
- 13. Digital copies of photographs in the Local History Centre's collection may be requested and supplied, dependent on copyrights and in accordance with the City's adopted Fees and Charges Schedule.
- 14. The Collection Management Guide outlines the criteria for how the Local History Centre collection is curated, managed, stored, and accessed. The local history collection development is managed by the Local History Librarian.

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

Page | 3 of 3 CM D20/84083

## LIBRARY AND LOCAL HISTORY COLLECTION



Legislation / local law requirements	Library Board (Registered Public Libraries) Regulations 1985 State And Local Government Agreement for The Provision of Public Library Services in Western Australia September 2020 Western Australian Classification Publications, Film and Computer Games Enforcement Act 1996 Local Level Agreement for the Delivery of Public Library Services, 2011 Funding Arrangement for the Delivery of Public Library Services, 2011 Censorship Act 1996 Copyright Act 1968 Nii
Relevant delegations	Please reference the clause and title of any delegations that are relevant to the policy.  Nii
Related policies, procedures and supporting documentation	Public Libraries WA Framework Agreement 2010 (D20/172082). ALIA free access to information statement 2018 (D20/172196) D23/180812 – SoaP 2024 - 25 – Library Services D23/180815 – SoaP 2024 – 25 – Local History Centre Collection Development Guidelines Strategic Community Plan 2018 – 2028 Reconciliation Action Plan Youth Action Plan 2020 – 2026 Public Health Plan 2020 – 2025 City of Vincent Access and Inclusion Plan 2022 – 2027 ALIA (Australian Library and Information Association) Standards and Guidelines Australian Public Libraries May 2021 WA Public Libraries Strategy 2022 – 2026 Intellectual Freedom Policy – Library Board WA

#### **INTRODUCTION**

The City of Vincent Library and Local History Centre provides equitable opportunities for literacy, learning, social connection and cultural experiences.

This is supported through comprehensive, diverse and inclusive collections of print, non-print and digital materials that are acquired to meet the current and future community's needs and expectations.

To guide the development and management of the Library and Local History Collections in order to meetthe needs of the community. This policy will act as a framework for the selection, acquisition, evaluation and deaccession of materials for the library and local history centre collections.

The objectives of the Library and Local History Collections are to ensure they:

- Cover a wide range of interests;
   Are unbiased and uncensored; and

Page | 1 of 1 CM D20/173385

- 1. Support and enrich community understanding of the history, culture and heritage of the City of Vincent,
- To provide equitable access and opportunities for the community to engage with literacy, learning, technology and make social connections in a safe, inclusive space;
- Acquire and manage a collection that supports and informs knowledge-seeking and recreational pursuits with relevant resources for borrowing or use in the library;
- Develop a balanced, diverse and inclusive collection that is responsive to current community needs and anticipates future needs;
- Ensure library materials are available to all library users without restriction except where legally required or based on loan conditions;
- To collect, manage and preserve materials that reflect the history and heritage of the City of Vincent, including its past and present-day boundaries.

#### **SCOPE**

This policy applies to the Library and Local History Collections.

This policy covers all materials, technology and resources held within the City of Vincent Library and Local History Centre, including digital materials made available through online services.

#### **POLICY PROVISIONS**

#### **DEFINITIONS**

ALIA refers to the Australian Library and Information Association.

Collection refers to all materials, technology and resources held within the City of Vincent Library and Local History Centre including digital materials made available through online services.

Collection Management Guide is a supporting document for the Collection Management Policy and outlines guiding principles and management practices for developing the collection.

IFLA refers to the International Federation of Library Associations and Institutions.

#### **POLICY**

The City of Vincent aims to provide the community free and equitable access to high quality and comprehensive Library and Local History Collections, supported by contemporary technology and services. The Collections and associated services aim to promote literacy, lifelong learning and an appreciation of the history and heritage of Vincent.

To ensure equitable access to the Collections, a balance between digital and physical content will be-maintained. Our commitment to learning and technology considers the needs and preferences of different demographic groups, such as youth, aged and multi-cultural.

Librarians will adhere to the Australian Library and Information Association (ALIA) Statement on free-access to information. This statement addresses the free flow of information and ideas to ensure a thriving-culture and democracy in the interests of all Australians, and focuses on equity of access and inclusivity, balanced with the powers of censorship legally vested in state and federal governments.

- 1. The collection development is managed by the Collection Development Librarian. Certain areas of the collection may be delegated to other key team members who have subject, genre or resource expertise for that area. The library shall remain autonomous in its power to decide what items will be included in the collection and shall not be influenced by any outside bodies or persons except for government and legal constraints.
- The collection aims to provide a balanced collection of materials on all subjects of interest/relevance to the community and represents diverse voices, maintains the accuracy of information, and upholds freedom of expression, intellectual freedom and integrity.

Page | 1 of 1 CM D20/173385

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- 3. The purchasing of library materials will continue to improve and maintain the quality and standard of available collections. Materials are supplied by the State Library of Western Australia and supplemented by internal funding allocations to fill collection gaps and meet high borrower demand.
- 4. The Collection Management Guidelines outlines the criteria that informs the selection, de-selection and exclusion of materials. Requests for purchase will be assessed against the criteria and if not purchased those requests may be satisfied via the inter-library loan system or other formats.
- Items removed the collection will be disposed of through the library's second-hand book sales or other disposal methods as deemed appropriate.
- 6. The library upholds the ALIA statement of Free Access to Information (2018) and will not promote nor engage in censorship in the selection or rejection of material based on gender, political, racial or religious grounds. Items prohibited from publication or circulation by State or Commonwealth Government will be excluded from the collection.
- 7. The library will not restrict the access to information of any patron based on age except for MA15+ or R18+ material. Parents and caregivers are encouraged to set their own boundaries on what is considered appropriate materials for their children and to monitor their selection and utilisation of library materials.
- 8. Gifts and donations are accepted on the understanding that the material becomes the property of the City and if they align with the collection management criteria. Vincent Library and Local History Centre reserves the right to include or not include donated materials in its collections or to dispose of the materials as deemed appropriate by the City.
- The library endorses the IFLA-UNESCO Public Library Manifesto (2022) and the ALIA statements; Free
  Access to Information (2018), Libraries and Literacies (2006) and Public Library Services (2018).
- 10. The Local History Centre houses a permanent collection of current and retrospective material in a variety of formats, including physical and digital, relating to the history of the City of Vincent.
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- 12. The Local History Centre's collection is searchable and accessible through the online catalogue and image library. Access to the physical material is available at the Local History Centre during opening hours and is dependent on staff availability.
- 13. Digital copies of photographs in the Local History Centre's collection may be requested and supplied, dependent on copyrights and in accordance with the City's adopted Fees and Charges Schedule.
- 14. The Collection Management Guide outlines the criteria for how the Local History Centre collection is curated, managed, stored, and accessed. The local history collection development is managed by the Senior Librarian Local History.

OFFICE USE ONLY	
Responsible Officer	Manager Customer and Library Services, Branch Librarian and Senior Local History Librarian
Initial Council Adoption	27/04/2021
Previous Title	Library Collection Management Policy (3.11.1) and Local History Collection Management Policy (3.11.2)
Reviewed / Amended	27/04/2021
Next Review Date	04/2025

Page | 1 of 1 CM D20/173385

# Have your say

## **SURVEY RESPONSE REPORT**

12 September 2024 - 03 October 2024

## PROJECT NAME:

**Library and Local History Collection Management Policy** 



Have your say : Survey Report for 12 September 2024 to 03 October 2024

# **SURVEY QUESTIONS**

Page 1 of 3

Have your say: Survey Report for 12 September 2024 to 03 October 2024

## Q1 Please provide your feedback about the amended Collection Management Policy.

## Screen Name Redacted

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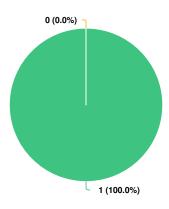
Excellent amendments. Censorship by individuals and groups asking for the removal of materials based on race, gender, political, or religious grounds is to be vigorously resisted. Typo? There are two mentions of race in Policy section 6. "promote nor engage in censorship in the selection or rejection of material based on race, gender, political, racial or religious grounds".

Mandatory Question (1 response(s))
Question type: Essay Question

Page 2 of 3

Have your say : Survey Report for 12 September 2024 to 03 October 2024

## Q2 Would you like to be kept updated on this Policy?





Mandatory Question (1 response(s))
Question type: Dropdown Question

Page 3 of 3

## 7 COMMUNITY & BUSINESS SERVICES

## 7.1 FINANCIAL STATEMENTS AS AT 30 SEPTEMBER 2024

## Attachments:

Financial Statements as at 30 September 2024 U



## **RECOMMENDATION:**

That Council RECEIVES the Financial Statements for the month ended 30 September 2024 as shown in Attachment 1.

## **PURPOSE OF REPORT:**

To present the statement of financial activity for the period ended 30 September 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 ended 30 September 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	7-12
6.	Cash Backed Reserves	13
7.	Receivables: Rates and Other Debtors	14
8.	Beatty Park Leisure Centre Financial Position	15-16

## **Explanation of Material Variances**

The materiality thresholds used for reporting variances are 10% and \$20,000, respectively. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year-to-date budget and where that variance exceeds \$20,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 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 30 September 2024 have been detailed in the variance comments report in Attachment 1.

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## 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 \$244,191 (0.5%). The following items materially contributed to this position:

- A favourable variance of \$288,882 in Other revenue mainly due to timing variance in reimbursement of Perth Inner City Group costs.
- A favourable variance of \$287,318 in Fees and Charges mostly due to timing variances in:
  - o \$87,494 favourable waste management fees,
  - o \$79,641 favourable parking and infringement revenue,
  - o \$59,622 favourable lease income,
  - \$47,795 favourable building license permits and development application fees.
- An unfavourable timing variance in Operating grants, subsidies, and contributions of \$266,339.

**Expenditure by Nature or Type** (on page 1) is favourable, attributed by an under-spend of \$4,693,539 (26.4%). The following items materially contributed to this position:

- \$3,280,662 favourable Depreciation expense due to timing variances.
- \$1,053,784 favourable Materials and Contracts mainly due to timing variances.
- \$267,265 favourable Employee related costs mostly due to timing variances.
- \$52,438 favourable interest expense due to timing variances.
- \$37,319 favourable Utility charges due to timing variances.

## **Surplus Position**

The surplus position brought forward to 2024/25 is \$7,927,084 compared to the adopted budget amount of \$4,689,661. The actual opening surplus figure will be adjusted after the year audit has been finalised in December 2024.

The favourable opening surplus position also includes a higher brought forward payment of \$1,294,204 in Federal Grant Funding. An adjustment will be required at Mid-Year Budget Review 2024/25 to reduce the budgeted grant revenue in lieu of the higher brought forward payment and account for capital carry forward amounts.

## **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. <u>Statement of Financial Position (Note 3 Page 3)</u>

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 7-12)

The full capital works program is listed in detail in Note 5 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.

Item 7.1 Page 79

## 6. Cash Backed Reserves (Note 6 Page 13)

The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 30 September 2024 is \$24,222,498.

## 7. Receivables: Rating Information (Note 7 Page 14)

The notices for rates and charges levied for 2024/25 were issued on 25 August 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	30 August 2024
Second Instalment	1 November 2024
Third Instalment	3 January 2025
Fourth Instalment	7 March 2025

The outstanding rates debtors balance at 30 September 2024 was \$20,433,981, excluding deferred rates of \$153,457. The outstanding rates percentage at 30 September 2024 was 40.77% compared to 42.74% for the same period last year.

## 8. Receivables: Other Debtors (Note 7 Page 14)

Total trade and other receivables at 30 September 2024 were \$2,273,652. Below is a summary of the significant items with an outstanding balance over 90 days:

- \$869,250 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.
- \$170,762 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.

## 9. Beatty Park Leisure Centre – Financial Position report (Note 8 Page 15-16)

As at 30 September 2024, the Centre's net surplus position was \$503,509 compared to the year to date budget of \$569,787.

## **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.

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## **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.

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CITY OF VINCENT NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY BY NATURE OR TYPE FOR THE PERIOD ENDED 30 SEPTEMBER 2024



	Note	Revised Budget	YTD Budget 30/09/2024	YTD Actual 30/09/2024	YTD Variance	YTD Variance
		2024/25 \$	\$	\$ \$	\$	%
Opening Funding Surplus(Deficit)		4,689,661	4,689,661	7,927,084	3,237,423	69.0%
Revenue from operating activities						
Rates		44,452,032	44,172,032	44,097,857	(74,175)	-0.2%
Operating Grants, Subsidies and Contributions		1,693,715	353,436	87,097	(266,339)	-75.4%
Fees and Charges		24,628,387	6,469,707	6,757,025	287,318	4.4%
Interest Earnings		2,080,000	869,996	878,501	8,505	1.0%
Other Revenue		1,332,126	316,443	605,325	288,882	91.3%
Profit on Disposal of Assets		4,201,752	1,250,000	1,250,000	0	0.0%
		78,388,012	53,431,614	53,675,805	244,191	0.5%
Expenditure from operating activities						
Employee Costs		(33,656,433)	(7,735,884)	(7,468,619)	267,265	-3.5%
Materials and Contracts		(24,802,697)	(5,976,795)	(4,923,011)	1,053,784	-17.6%
Utility Charges		(1,968,786)	(413,222)	(375,903)	37,319	-9.0%
Depreciation on Non-Current Assets		(13,122,588)	(3,280,662)	0	3,280,662	-100.0%
Interest Expenses		(378,943)	(102,720)	(50,282)	52,438	-51.0%
Insurance Expenses		(801,318)	(200,331)	(200,331)	0	0.0%
Other Expenditure		(881,243)	(84,167)	(82,096)	2,071	-2.5%
Loss on Disposal of Assets		(13,043)	0	0	0	0.0%
		(75,625,051)	(17,793,781)	(13,100,242)	4,693,539	-26.4%
Operating activities excluded from budget						
Add Deferred Rates Adjustment		0	0	245,926	245,926	0.0%
Add Back Depreciation		13,122,588	3,280,662	0	(3,280,662)	-100.0%
Adjust (Profit)Loss on Asset Disposal		(4,188,709)	(1,250,000)	(1,250,000)	0	0.0%
		8,933,879	2,030,662	(1,004,074)	(3,034,736)	-149.4%
Amount attributable to operating activities		11,696,840	37,668,495	39,571,489	1,902,994	5.1%
Investing Activities						
Non-operating Grants, Subsidies and Contributions		9,428,344	0	28,144	28,144	0.0%
Purchase Property, Plant and Equipment	5	(9,197,061)	(2,016,788)	(2,170,043)	(153,255)	7.6%
Purchase Infrastructure Assets	5	(16,061,433)	(852,000)	(1,035,699)	(183,699)	21.6%
Proceeds from Joint Venture Operations		3,750,000	1,250,000	1,250,000	0	0.0%
Proceeds from Disposal of Assets		552,350	0	134,797	134,797	0.0%
Amount attributable to investing activities		(11,527,800)	(1,618,788)	(1,792,801)	(174,013)	10.7%
Financing Activities						
Principal elements of finance lease payments		(264,318)	(66,079)	(49,176)	16,903	(25.6%)
Repayment of Loans		(1,498,010)	(559,184)	(559,185)	(1)	0.0%
Transfer to Reserves	6	(6,179,099)	(2,052,273)	(2,125,540)	(73,267)	3.6%
Transfer from Reserves	6	3,232,201	800,137	767,480	(32,657)	-4.1%
Amount attributable to financing activities		(4,709,226)	(1,877,399)	(1,966,421)	(89,022)	4.7%
Closing Funding Surplus(Deficit)		149,475	38,861,969	43,739,350	4,877,381	12.6%



# CITY OF VINCENT NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY NOTE 2 - NET CURRENT FUNDING POSITION FOR THE PERIOD ENDED 30 SEPTEMBER 2024

	Note	YTD Actual	PY Actual
		30/09/2024 \$	30/09/2023 \$
Current Assets		Φ	Φ
Cash Unrestricted		33,820,478	32,981,269
Cash Restricted		24,222,498	19,134,532
Receivables - Rates	7	20,433,981	20,185,296
Receivables - Other	7	4,519,952	4,278,190
Inventories		1,436,375	1,431,098
	_	84,433,284	78,010,386
Less: Current Liabilities			
Payables		(13,212,595)	(11,320,824)
Provisions - employee		(5,521,069)	(5,766,564)
	_	(18,733,664)	(17,087,389)
Unadjusted Net Current Assets		65,699,620	60,922,997
Adjustments and exclusions permitted by FM Reg 32			
Less: Reserves - restricted cash	6	(24,222,498)	(19,134,532)
Less: Land held for sale		(1,101,531)	(1,251,293)
Add: Current portion of long term borrowings		1,513,745	1,525,001
Add: Infringement Debtors transferred to non current asset		1,625,260	1,293,417
Add: Current portion of long term finance lease liabilities	_	266,740	0
		(21,960,270)	(17,508,201)
Adjusted Net Current Assets	_ _	43,739,350	43,414,796





	Note	YTD Actual	PY Actual
		30/09/2024	30/06/2024
		\$	\$
Current Assets			
Cash Unrestricted		33,820,478	15,812,924
Cash Restricted		24,222,498	22,864,438
Receivables - Rates	7	20,433,981	1,345,454
Receivables - Other	7	4,519,952	3,999,440
Inventories		1,436,375	1,402,537
Total Current Assets		84,433,284	45,424,793
Non-Current Assets			
Receivables - Rates		171,382	208,654
Receivables - Other		1,364,454	1,364,454
Inventories		83,972	41,986
Investment in associate		14,962,895	14,962,895
Property, plant and equipment		252,618,218	250,657,162
Infrastructure		150,103,622	149,308,446
Right of use assets		644,136	644,136
Intangible assets		145	145
Total Non-Current Assets		419,948,824	417,187,878
Total Assets	_	504,382,108	462,612,671
Current Liabilities			
Payables		(13,212,595)	(11,489,328)
Provisions - employee		(5,521,069)	(5,388,014)
Total Current Liabilities	_	(18,733,664)	(16,877,342)
Non-Current Liabilities			
Borrowings		(8,474,278)	(9,100,796)
Employee related provisions	_	(541,428)	(541,428)
Total Non-Current Liabilities	_	(9,015,706)	(9,642,224)
Total Liabilities	_	(27,749,370)	(26,519,566)
Net Assets	_	476,632,740	436,093,105
Equity			
Retained Surplus		(151,652,037)	(112,470,462)
Reserve Accounts		(24,222,498)	(22,864,438)
Revaluation Surplus	_	(300,758,205)	(300,758,205)
Total Equity		(476,632,740)	(436,093,105)

## **CITY OF VINCENT**

## **NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE**

**INFRASTRUCTURE AND ENVIRONMENT DIRECTORATE** 



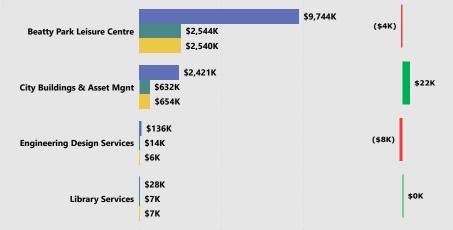


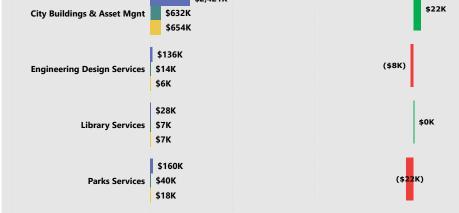


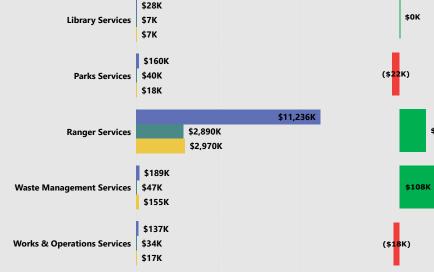


# CITY OF VINCENT

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







● Annual Current Budget ● YTD Current Budget ● YTD Actuals

\$10M

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

## **Beatty Park Leisure Centre**

\$429k favourable expenditure mostly due to timing variances for depreciation \$424k, materials and contracts \$23k and interest expense \$23k. This is partially offset by unfavourable employee costs of \$80k.

## City Buildings & Asset Management

\$22k favourable income mostly due to higher fees and charges.

\$1.2m favourable expenditure mostly due to timing variances for depreciation \$1.1m and materials and contracts

\$42k unfavourable expenditure due to timing variances in employee costs \$73k which is partially offset by favourable timing variance in depreciation \$50k.

## **Library Services**

\$24k unfavourable expenditure mostly due to timing variances in employee costs of \$24k.

\$22k unfavourable income mainly due to timing variance in hire fees \$14k.

\$622k favourable expenditure mostly due to timing variances for depreciation \$312k, materials and contracts \$197k and employee costs \$114k.

## Ranger Services

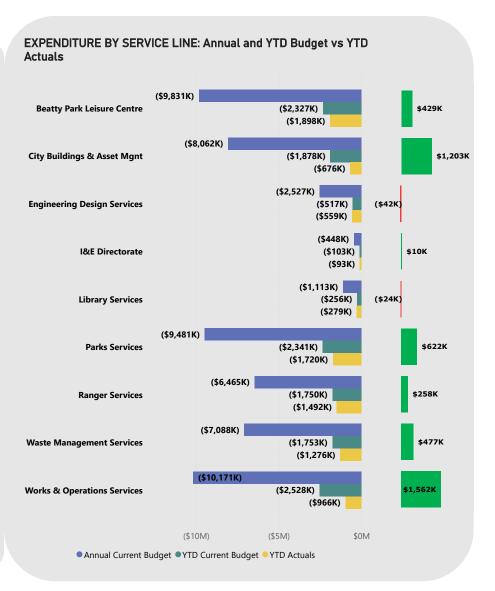
\$79k favourable income mainly due to parking revenue \$68k.

\$258k favourable expenditure mainly due to timing variances in depreciation \$94k, equipment maintenance \$78k, materials and contracts \$47k and employee costs \$34k.

\$108k favourable income variance due to timing variances in fees and charges \$87k and other revenues of \$20k. \$477k favourable expenditure mostly due to timing variance in materials and contracts \$402k and employee costs

## Works & Operations Services

\$1,56m favourable expenditure mostly due to timing variance in depreciation of \$1.3m, materials and contracts \$172k and employee costs \$97k.



## **CITY OF VINCENT**

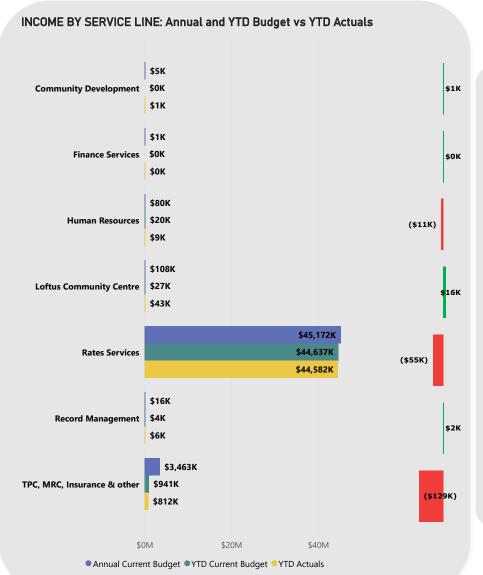
## **NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE**

## **COMMUNITY & BUSINESS SERVICES DIRECTORATE**

## OFFICE OF THE CEO

**AS AT 30 SEPTEMBER 2024** 









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

## **Finance Services**

\$28k favourable expenditure due to lower employee costs.

## **Human Resources**

\$74k favourable expenditure due to timing variance in other employee costs of \$28k, materials and contracts of \$25k and employee costs of \$23k.

## Information Communication and Technology

\$166k favourable expenditure mainly due to timing variances in software license fees of \$110k.

## Marketing and Communications

\$27k unfavourable expenditure mainly due to timing variance in employee cost \$18k.

\$55k unfavourable income mostly due to a timing variance in interim rates.

\$38k unfavourable expenditure mainly due to timing variance in bank fees.

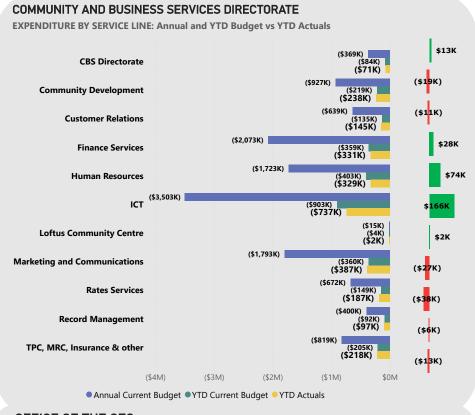
## TPC, MRC, Insurance and Other

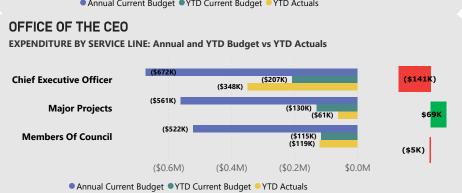
\$129k unfavourable income mostly due to timing variances in financial assistance grants \$230k, partially offset by favourable variances in reimbursements \$96k.

\$141k unfavourable expenditure mainly due to timing variance in subscriptions \$75k, employee costs \$42k and operating initiatives \$40k.

\$69k favourable expenditure mainly due to timing variance in employee costs \$38k and materials and contracts \$18k.







## **CITY OF VINCENT**

## NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE



**STRATEGY AND DEVELOPMENT DIRECTORATE** 

**AS AT 30 SEPTEMBER 2024** 







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

## **Building Services**

\$29k favourable income due to timing variance in fees and charges \$29k. \$39k favourable expenditure mainly due to timing variance in employee costs \$26k

## Compliance Services.

\$21k favourable expenditure mainly due to timing variance in employee costs \$13k.

## **Public Health and Built Environment**

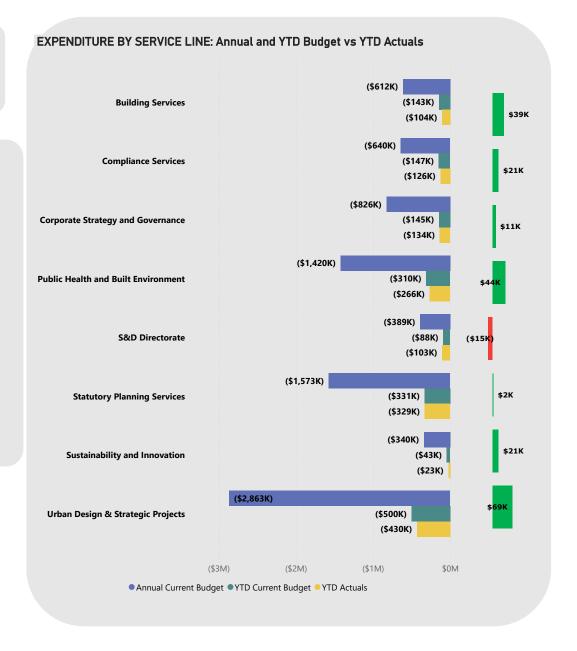
\$44k favourable expenditure due to timing variance in materials and contracts \$32k.

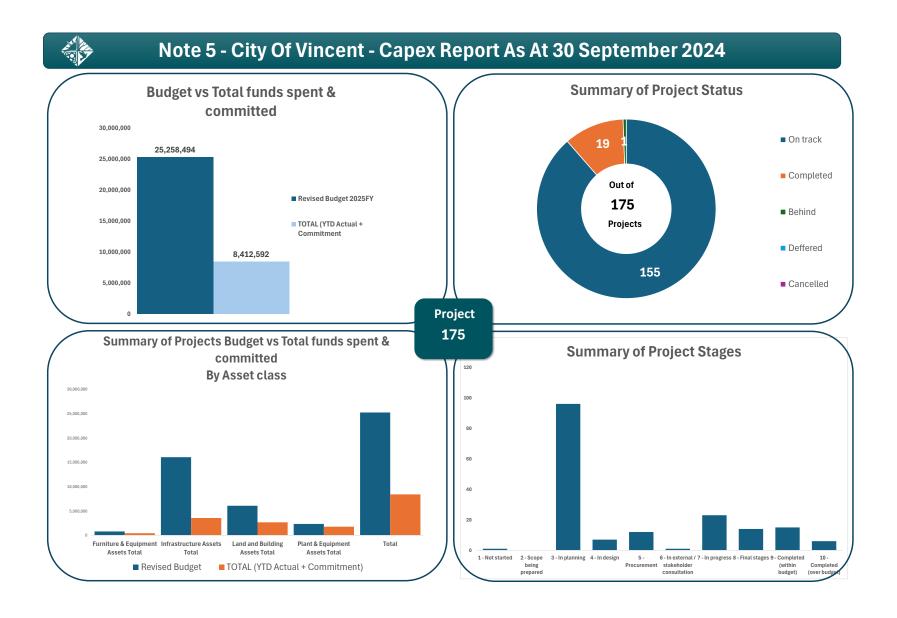
\$21k favourable expenditure mainly due to timing variance in materials and contracts \$21k.

## Urban Design & Strategic Projects

\$69k favourable expenditure mostly due to timing variance in employee cost \$63k







CITY OF VINCENT NOTE 5 - CAPITAL WORKS SCHEDULE 2024/25 AS AT 30 SEPTEMBER 2024

	Revised Budget					TOTAL (YTD Actual +			
WO Name	2025FY	YTD Budget	YTD Actual	YTD Variance	Commitment	Commitment	Status	Stage	Commentary
Land and Building Assets Air Conditioning & HVAC Renewal									
Air Conditioning & HVAC Renewal - Admin	484.000		-		-		On track	3 - In planning	In procurement
Air Con & HVAC Renew - Miscellaneous	91,570	50,000	50,900	(900)	27,527	78,427	On track	7 - In progress	Works ongoing
Air Con/HVAC Renew - Mt Hawthorn Comm Centre (Leased)	100,000	-	-	-	-		On track	4 - In design	In design phase
Leederville Oval - HVAC Renewal - East Perth Function Room Air Con & HVAC Renew - Library & Local History Centre	120,000		104	(104)	11,200	11,200 104	On track Completed	4 - In design 9 - Completed (within budget)	In design phase 2024FY project
			101	(101)		101	Completed	o completed (minim badget)	20211 1 510,000
Public Toilet Renewal Program  Britannia Road Pavilion Toilets - Roof Resheeting	70,000	_					On track	5 - Procurement	In procurement
· ·	70,000					-	Offitack	3 - 1 localement	in procurement
BPLC - Construction of Indoor Changerooms BPLC - Construc & Fit Out Indoor Pool Changerooms	742,352	350,000	342,697	7,303	460,701	803,399	On track	8 - Final stages	On track for completion next month
Litis Stadium changeroom redevelopment									
Infrastructure Works - Litis Stadium	1,900,000	500,000	509,228	(9,228)	422,722	931,950	On track	7 - In progress	On track to claim the next milestone payment
Floreat Athena Clubrooom Refurbishment - Litis Stadium	221,653	70,000	67,720	2,280	176,362	244,082	On track	7 - In progress	Toilet refurbishment has commenced
Beatty Park Leisure Centre - Facilities Infrastruc									
BPLC - Facilities Infrastructure Renewal	250.000	150.000	166.811	(16.811)	91.680	258.491	On track	7 - In progress	Works ongoing
BPLC - Pool Tiling Works	6,848		-	(10,011)	29,409	29,409	Completed	9 - Completed (within budget)	Project completed
BPLC - Eastern Side Grandstand - Water Ingress	350,000	-	-	-	-		On track	3 - In planning	On hold due to asbestos remediation
Miscellaneous Asset Renewal (City Buildings)									
Misc Asset Renewal - City buildings	100,000		-				On track	5 - Procurement	Obtaining quotations
Loftus - Gymnastics WA - Renew Fans and Ventilation	100,000	-	-	-	-		On track	5 - Procurement	In procurement
Forrest Park Croquet - Kitchen Renewal	15,000	-	-	-	-	-	On track	4 - In design	Finalising Layout
City Buildings Painting Renewal	30,000	-	-	-	-	-	On track	5 - Procurement	In procurement
Land and Building Asset Renewal Projects									
DLGSC - Lighting Renewal	243,302	-	-	-	948	948	On track	4 - In design	Finalising scope
Lease Property Non Scheduled Renewal	101,500	-	-	-	20,051	20,051	On track	7 - In progress	
Library Renewals - Upgrades to Accessibility	85,000	-	4,980	(4,980)	-	4,980	On track	4 - In design	Design completed
Gym roof repairs (Leased Belgravia)	60,000	-	-		-		On track	3 - In planning	In procurement
Lift Renewal - Administration & Civic Centre	240,000	110,000	114,487	(4,487)	131,210	245,697	On track	7 - In progress	Lift fabrication commenced
Leederville Oval - Misc Buildings Renewal	12,436	-	-	-	12,436	12,436	On track	3 - In planning	
Administration Centre Stage 1 - Accessibility (2024)									
Stage 2 - Customer Service and Foyer Renewal (2025)	300,000	-	2,100	(2,100)	15,487	17,587	On track	5 - Procurement	In procurement
Loftus - Gymnastics WA - Roof Renewal Mt Hawthorn Com Centre - Roof Renewal	100,000 200,000	-	-	-	-	-	On track On track	3 - In planning 3 - In planning	Preparing Scope Preparing Scope
DLGSC - Renew balcony tiling and waterproofing	35,000						On track	3 - In planning	Preparing Scope Preparing Scope
North Perth Bowling Club - conversion of bowling green	66,000	-	-	-	-	-	On track	3 - In planning	Topaming Goope
Water and Energy Efficiency Initiatives						_			
Water and Energy Efficiency Initiatives  Water and Energy Efficiency Initiatives	50,000		-		8,640	8,640	On track	3 - In planning	
Land & Building Assets Total	6,074,661	1,230,000	1,259,027	(29,027)	1,408,373	2,667,400			
Furniture & Equipment Assets									
Beatty Park Leisure Centre - Furniture & Equipment									
BPLC - Non Fixed Assets Renewal	195,000		1,696	(1,696)	38,355	40.050	On track	3 - In planning	
BPLC Non-Infrastructure Fixed Asset Renewal	100.000	-	1,096	(1,090)	38,355	33,776	On track	3 - In planning 3 - In planning	
	100,000				33,770	33,770	Offitack	3 - III planning	
ICT Renewal Program									
ICT Infrastructure Renewal	120,000	12,000	11,630	370	11,287	22,917	On track	7 - In progress	Works ongoing
Public Arts Projects									
COVID-19 Artwork relief project	107,500	-	-	-	139,750	139,750	On track	7 - In progress	Options for progressing artwork to be discussed
Miscellaneous Asset Renewal (City Buildings)									
Furniture and Equipment Renewal - (Admin, Library and Depot)	40,000	15,000	11,410	3,590	3,960	15,370	On track	3 - In planning	Works ongoing
Parking Machines Asset Replacement Program									
Parking Infrastructure Renewal Program	226,012	200,000	171,385	28,615	_	171.385	Completed	9 - Completed (within budget)	Completed
	220,012	200,000	,505	20,010		,505	- Junipiotou	_ Completes (main sudget)	

Accessible City Strategy Implementation Program									
Accessible City Strategy Implementation - Capex for future years									
subject to Cash-in Lieu Reserve Funds received	-		1,450	(1,450)	131,284	132,734	On track	8 - Final stages	2024FY project
Furniture & Equipment Assets Total	788,512	227,000	197,571	29,429	358,411	555,983			
Plant & Equipment Assets									
Major Plant Replacement Program									
Heavy Fleet Replacement Program	1,320,000	420,000	415,530	4,470	1,061,185	1,476,716	On track	7 - In progress	
Fleet Management Program									
Light Fleet Replacement - Annual Allocation		-							
P1267 - Toyota Camry Hybrid 2.5Lt. Rego.1GUX039	50,000	-	-	-	-	-	On track	3 - In planning	
P1268 - Toyota Corolla Hybrid, 1GVG554	50,000	-	-	-	-	-	On track	3 - In planning	
P1270 - Toyota Corolla Hybrid 1GWG751, Ascent Hatch P1271 - Toyota Corolla Hybrid 1GWG752, Ascent Hatch	50,000 50,000	-	-	-	-	-	On track On track	3 - In planning 3 - In planning	
P1277 - Toyota Corolla Hybrid TGWG732, Ascent Hatch P1272 - 1GWH072, Nissan LEAF EV 18MY, Artic White/Black	50,000		- :		- :	1	On track	3 - In planning	
P1273 - 1GWH073, Nissan LEAF Ev 18MY	50,000	-	-	-	-	-	On track	3 - In planning	
P1281 - HYUNDI - Ioniq EV Hatch - 1HCJ354 Rangers	50,000	-	-	-	-	-	On track	3 - In planning	
P1282 - Toyota Corolla Sedan Hybrid - 1HDR934	50,000	-	-	-	-	-	On track	3 - In planning	
P1289 - Kluger Hubrid Wagon 1HNG494	65,000	-	-	-	-	-	On track	3 - In planning	
P2186 - Fiat Dobl 1.6L MTA SWB\LR VAN Diesel - 1GEA133 P2193 - Nissan Navara 4x2 - 1GQG990	50,000 50,000	-	-	-	-	1	On track On track	3 - In planning 3 - In planning	
P2193 - Nissan Navara 4x2 - 1G QG990 P2212 - Nissan Navara 4X DSL Auto DC RX - 1HCO126	50,000	-		- :	-	1	On track	3 - In planning 3 - In planning	
P2213 - Renaul Kangaroo 1HIY67	50,000	-	-	-	-		On track	3 - In planning	
P2215 - NAVARA 4X2 1HK0697	50,000	-	-	-	-	-	On track	3 - In planning	
P4006 - Polmac Box Trailer - 8WM071	3,000	-	-	-	-	-	On track	3 - In planning	
P4009 - Box Trailer - 8WL891	3,000	-	-	-	-	-	On track	3 - In planning	
P4020 - Trailer - Polmac 7x4 - 1THI414	5,000	-	-	-	-	-	On track	3 - In planning	
P4022 - Trailer - Polmac 7x4 Tipper - 1THR345 P4026 - Trailer - 6 X 4 Tradesman - 1TIX236	5,000 7,500						On track On track	3 - In planning 3 - In planning	
P4029 - Trailer 6X4 14inch One Door 1TNN265	5,000		-		-		On track	3 - In planning	
P4030 - Trailer 8X6 2 tonner Flat Top	5,000	-	-	-	-	-	On track	3 - In planning	
P4032 - Tailer 6x4 Galvanized Import - 1TQH625	5,000	-	-	-	-	-	On track	3 - In planning	
P4035 - 7x4 Cage Trailer with ramp 1TSS280	5,000	-	-	-	-	-	On track	3 - In planning	
P2171 - Toyota Corolla Hybrid Hatch	25,000				-		On track	3 - In planning	
P2209 - VW Caddy Maxi TDl250 P2200 - VOLKSWAGEN Caddy Maxi TDl250	69,894 69,894	69,894 69,894	70,049 70,340	(155) (446)	-	70,049 70,340	Completed Completed	<ul><li>10 - Completed (over budget)</li><li>10 - Completed (over budget)</li></ul>	Completed Completed
P1279 - Toyota Camry Hybrid SL	28,000	09,094	70,340	(440)		70,340	On track	3 - In planning	Completed
P2212 - Nissan Navara 4x DSL	45,000		-		-		On track	3 - In planning	
P1286 - Corolla Sedan Hybrid 1HKS151	-	-	712	(712)	-	712	Completed	9 - Completed (within budget)	Completed
Artlets						_			
Artlets - Public Art - Sculpture	17,600	_	-	_	2,400	2,400	On track	3 - In planning	
Miscellaneous	,,,,,								
Belgravia / Loftus Rec Centre - Purchase of Gym Equipments		-	146,665	(146,665)	-	146,665	Completed	9 - Completed (within budget)	2024FY project
Parks Irrigation Upgrade & Renewal Program									
Weather Stations and Soil Moisture Probes	-	-	10,150	(10,150)	-	10,150	On track	8 - Final stages	2024FY project
Plant & Equipment Total	2,333,888	559,788	713,445	(153,657)	1,063,585	1,777,031			
			-						
Infrastructure Assets									
Robertson Park Development Plan - Stage 1									
Robertson Park Stage 1A - Tennis Centre Greening program - Robertson Park	350,000	275,000	276,341 20,754	(1,341) (20,754)	113,108	389,449 20,754	On track	8 - Final stages 8 - Final stages	Practical completion Practical completion
	,	-	20,754	(20,754)	-	20,754	On track	_	
Robertson Park Stage 1B/1C - Tennis Centre Robertson Park Stage 1B - Contingency	1,579,000	-	-	-	-	-	On track On track	5 - Procurement 5 - Procurement	In procurement In procurement
Robertson Park Stage 1A - Contingency	50,000		4,449	(4,449)	9,715	14,164	On track	8 - Final stages	Practical completion
	,		.,	(.,)	-,	,			
MISCELLANEOUS Temporary at-grade car park	450,000				3,000	3.000	On track	3 - In planning	
	450,000	-	-	-	3,000	3,000	Ontrack	o - m pianning	
Parks Fencing Renewal Program									
Shakespeare St Res - renew perimeter fencing	30,000	-	-	-	11,977	11,977	On track	7 - In progress	Awaiting installtion timeframes
Jack Marks Reserve - renew perimeter fencing	50,000	-	-	-	-	-	On track	3 - In planning	Consultation in conjunction with eco-zoning
Footpath Upgrade and Renewal Program									
Footpath Opgrade and Renewal Program  Footpath Upgrade and Renewal Program	185,500	125,000	126,233	(1,233)	43,993	170,226	On track	7 - In progress	Works ongoing
, , , , , , , , , , , , , , , , , , , ,	,	-,	-,	( ,)	-,			, , ,	<b>.</b> •

Parks Irrigation Upgrade & Renewal Program									
Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical	45,000	-	-	-	-	-	On track	7 - In progress	Aawaiting assesment from contractor
cubicle and bore renewal	120,826	-	-	-	87,221	87,221	On track	7 - In progress	Installation in progress
Hyde Park - renew groundwater bores No 24 and 29	90,000	-	-	-	-		On track	3 - In planning	Awaiting DWER licence
Robertson Park - renew groundwater bore No 31	50,000	-	-	-	-	-	On track	3 - In planning	Awaiting DWER licence
Gladstone St Res - renew irrigation, elec cabinet and ground water									
bore	120,000	-	-	-	28,252	28,252	On track	5 - Procurement	In procurement
Ellesmere St Res - renew groundwater bore & electrical cabinet	75,000	-	-	-	28,062	28,062	On track	3 - In planning	Awaiting DWER licence
Brentham St Res - renew groundwater bore and electrical cabinet install iron filter	75,000	-	-	-	28,444	28,444	On track	3 - In planning	Awaiting DWER licence
Forrest Park - upgrade irrigation system and electrical cabinet	170,000 250,000		1,000	(1,000)	28,140	29,140	On track On track	3 - In planning 4 - In design	Project uncertanties due to carpark development Designs for irrigation being developed
Litis Stadium - Inground Irrigation Renewal	90,000	- :	1,000	(1,000)	89,530	89,530	On track	5 - Procurement	In procurement
	,				,				
Road Maintenance Programs – MRRG						_			
Annual MRRG Program - bgt to be split	95,285	-					On track	3 - In planning	
MRRG - Brady Street South Bound MRRG - Powis Street EB	185,689	-	1,992	(1,992)	183,189	185,180	On track On track	8 - Final stages 3 - In planning	Completed waiting linemarking
MRRG - Powis Street EB	231.132	-	-		254.199	254,199	On track On track	3 - In planning 3 - In planning	
MRRG - Angove Street EB	221,892				204,199	234,133	On track	3 - In planning	
MRRG - Leederville Pde	376,002			-			On track	3 - In planning	
MRRG - Guildford Rd EB		-	-	-	-		On track	3 - In planning	
Road Maintenance Programs – Local Road Program								, ,	
Annual Local Roads Program - bgt to be split							On track	3 - In planning	
LRP - Melrose St - Oxford St to Leicester St	159,830	30,000	29,180	820	123,681	152,861	On track	7 - In progress	Kerb completed, asphalt to complete in Oct
LRP - Stamford St - Melrose Street to Freeway Off Ramp	86,845	25,000	26,798	(1,798)	85,512	112,310	On track	8 - Final stages	Complete waiting linemarking
LRP - Barnet St - Bourke Street to Barnet place	182,820	-	-	-	12,566	12,566	On track	3 - In planning	
LRP - Vine St - View Street to Alma Road	66,000	15,000	11,354	3,646	7,317	18,671	On track	7 - In progress	
LRP - Amy St - Lake St to Cul-De-Sac	89,870	-		-	34,632	34,632	On track	3 - In planning	
LRP - Halyey Ave - Bruce St to Richmond St	36,795	-	870	(870)	4,194	5,064	On track	3 - In planning	
LRP - Eton St - Ellesmere St to Green St LRP - Old Aberdeen Place - Golding St to Cul De Sac	191,785 92,840	-	9,852	(9,852)	15,550 20,767	15,550 30,619	On track On track	3 - In planning 3 - In planning	
LRP - Old Aberdeen Place - Golding St to Cut be Sac	181,555	-	9,052	(9,052)	18,769	18,769	On track	3 - In planning 3 - In planning	
LRP - Glebe Street - View St to Alma Rd	88.165				11,356	11.356	On track	3 - In planning	
LRP - Raglan Rd - Fitzgerald St to Norfolk St	145,695				18,769	18.769	On track	3 - In planning	
LRP - Forrest Street - Norfolk St to William St	164,890				15,550	15,550	On track	3 - In planning	
LRP - Forrest Street - William St to Walcott St	112,910	-	-	-	-	-	On track	3 - In planning	
LRP - Glendower Street - William St to Fitzgerald St			-	-	-	-	On track	3 - In planning	
LRP - Monmouth Street - William St to York St		-	-	-	-	-	On track	3 - In planning	
LRP - Bramall Street - E Parade to Joel Tce		-	-	-	-	-	On track	3 - In planning	
LRP - Chamberlain Street - Loftus Street to Pennant Street		-	850	(850)	2,565	3,415	Completed	9 - Completed (within budget)	Completed
LRP - Hardy Street - Howlett Street to Scarborough Beach Road LRP - Richmond Street - Oxford Street to Leicester Street		-	180	(180)	5,662	5,843	Completed	9 - Completed (within budget)	Completed
LRP - Albert Street - Barnet Street to C			159 21.677	(159) (21,677)	5,566 12.314	5,725 33.991	Completed On track	9 - Completed (within budget) 8 - Final stages	Completed
LRP - Dunedin Street - Woodstock Street			1,659	(1,659)	38.632	40.291	On track	3 - In planning	
LRP - Pennant Street - Kadina Street to			(464)	464	10,964	10,500	On track	3 - In planning	
LRP - Stuart Street - Fitzgerald Street		-	(3,760)	3,760	15,310	11,550	On track	3 - In planning	
Darlas Caracina Dian Baranan						_			
Parks Greening Plan Program Greening plan	150.000		(0)	0	44.847	44.847	On track	5 - Procurement	In procurement
Post PSHB Restoration Works	125,000		(0)		44,047	44,047	On track	4 - In design	Awaiting for DPIRD works to occur
	,							·g.	
Traffic Management Improvements  Minor Traffic Management Improvements	337,850	40,000	39,301	699	29,871	69,172	On track	3 - In planning	Works ongoing
Parks Infrastructure Upgrade & Renewal Program									
Parks Infrastructure Upgrade & Renewal - BBQ provision	45.000	45.000	44.040	960		44.040	Completed	9 - Completed (within budget)	Completed
Axford Park - replace flag poles	10,000	10,000	8,242	1,758		8,242	Completed	9 - Completed (within budget)	Completed
Accessible City Strategy Implementation Program									
Wayfinding Implementation Plan - Stage 1	126,800	-	1,000	(1,000)	4,913	5,913	On track	3 - In planning	Finalising stage 1 design
Road Maintenance Programs - State Black Spot									
Blackspot - Broome/Wright, Highgate	150,000	-	732	(732)	119,587	120,319	On track	3 - In planning	
Blackspot - Brady Street & Tasman Street		-	1,042	(1,042)	20,408	21,450	On track	8 - Final stages	

Road Maintenance Programs - Roads to Recovery									
Annual Roads to Recovery Program - bgt to be split							0.11	O tratación	
R2R - Forrest St - Norfolk St to William St		-	26	(26)	-	26	On track On track	3 - In planning 3 - In planning	
R2R - Harold St - Vincent St to Beaufort St			20	(20)		20	On track	3 - In planning	
R2R - Forrest St - Fitzgerald St to Norfolk St			-				On track	3 - In planning	
R2R - Albert Street - Tay St to Barnett St	123,769	-		-			On track	3 - In planning	
R2R - Brentham Street - Egina and Raglan		-	2,577	(2,577)	1,500	4,077	Completed	10 - Completed (over budget)	
R2R - Raglan Road - Hutt to Hyde Street	109,971	-	6,333	(6,333)	158,645	164,977	On track	8 - Final stages	Completed waiting linemarking
R2R - Egina Street - Scarborough Beach Road to Ber	-	-	2,100	(2,100)	17,561	19,661	Completed	10 - Completed (over budget)	
Public Open Space Strategy Implementation Plan									
Public Open Space Strategy Implementation	30,600	15,000	13.816	1,184	5,060	18.876	On track	5 - Procurement	In procurement
Birdwood Square - Public Toilets	44,306	30,000	27,013	2,987		27,013	On track	9 - Completed (within budget)	Completed
Birdwood Square upgrades - POS elements	59,530	25,000	26,450	(1,450)	4,421	30,871	On track	5 - Procurement	In procurement
Parks Lighting Renewal Program									
Lighting Renewal Program - General Provision	50,000	20,000	16,844	3,156	30,072	46,916	On track	8 - Final stages	Final works at Banks & Oxford to occur
Community Safety Initiatives	,								
Laneway Lighting Program	83,200	15,000	13,038	1,962	23,320	36,358	On track	3 - In planning	Out for consultation
Banks Reserve Master Plan Implementation	,								
Walter's Brook Crossing	247,000	10,000	7,684	2,316	169,125	176,809	On track	3 - In planning	
General landscaping and park furniture/amenities	100,000	-	7,004	2,310	103,123	- 170,003	On track	3 - In planning	
Boardwalk - Interpretation Node	15,000	-	-	-	295	295	On track	8 - Final stages	Practical completion October
Gully Soak-well and Minor Drainage Improvement Pro									
Minor Drainage Improvement Program	92,128	25.000	27.556	(2.556)	16.909	44.465	On track	7 - In progress	Works ongoing
Catchment Drainage Improvements	500,000			(=,===,	-		On track	3 - In planning	
Gully Soak Well Program		-	3,945	(3,945)	13,575	17,520	On track	7 - In progress	2024FY project
Mt Hawthorn West Drain Improv – Stage 1	-	-	-	-	-	-			
Parks Eco-Zoning Program									
Monmouth Street	8,136	-		-		-	Behind	1 - Not started	On hold - Governance to report to Council on sale
Jack Marks Reserve - Eco-zoning	10,000	-	-	-	-	-	On track	3 - In planning	Consultation required with fencing - Implimentation 2025
Road Reserves - Eco-zoning	13,000	-	-	-	-	-	On track	3 - In planning	Locations being determined - implimentation 2025
Bourke Street Reserve - Eco-zoning	20,000	-	-	-	-	-	On track	3 - In planning	Plans to be developed - drainage incorporated
Leake/Alma Street Reserve - Eco-zoning	7,000	-	-	-	-	-	On track	3 - In planning	Plans to be developed for consultation
Blackford Street Reserve - Eco-zoning	-	-	151	(151)	133	284	Completed	9 - Completed (within budget)	Completed
Parks Pathways Renewal Program									
Venables Park - re-asphalt existing bitumen pathways	50.000	-	-				On track	3 - In planning	Works to be programmed with Engineering
Banks Reserve - re-asphalt existing bitumen pathways	50,000						On track	3 - In planning	Works to be programmed with Engineering
	50,000	-	-	•	-	-	On track	3 - III pianning	works to be programmed with Engineering
Car Parking Upgrade/Renewal Program						_			
Minor Capital Improv of City Car Parks (General Provision)	22,000	-	-	-	2,516	2,516	On track	3 - In planning	
Access and Inclusion (DAIP) – ACROD Parking Improve Program	30,000	12,000	11,935	65	37,718	49,653	Completed	9 - Completed (within budget)	Completed
Accessibility audits and proposed project implementation	50,000	-	-	-	-	-	On track	7 - In progress	
Bus Shelter Replacement and Renewal Program									
Bus Shelters - Replace & Upgrade	40,000	-	-	-	3,500	3,500	On track	3 - In planning	
Parks Playground / Exercise Equipment Upgrade									
Britannia Reserve - replace exercise equipment	80,000			_	126	126	On track	3 - In planning	Quotes being sought and consultation in progress
		-	100		120	126	On track On track	6 - In external / stakeholder consultation	
Edinboro St Res - repl playground equipment and soft fall	160,000	-	160	(160)	-	160	On track On track		
Hyde Park - renew playground and softfall (east)	150,000			-	-			3 - In planning	Consultation to occur
Auckland & Hobart St Reserve - replace shade sails	25,000	10,000	10,845	(845)	-	10,845	On track	9 - Completed (within budget)	Completed
Beatty Park Reserve - Renew Playground Equipment and Softfall	170,000	-	-	-	-	-	On track	3 - In planning	Consultation to be developed with toilets & other upgrades
Birdwood Square - Renew Playground Equipment and Softfall	170,000	-	-	-	170,630	170,630	On track	7 - In progress	Design finalised, installation Decmber 2025
Leased Properties Margaret Kindy - Playground Equipment and	400.00-				04.000	04.05-	0.11	7 1	Budan Carlot Hamble and Older
Softfall Renewal Braithwaite Park - playground and soft fall replac (south)	100,000	-	- 04 200	(04.200)	94,230	94,230	On track	7 - In progress	Designs finalised, iInstallation during Christmas Holidays
Lynton St Res - Renew/rep playground equipment		-	94,200 650	(94,200)	-	94,200 650	Completed Completed	10 - Completed (over budget) 10 - Completed (over budget)	2024FY project Completed
Hyde Park - water playground  Hyde Park - water playground			000	(650)		000	On track	7 - In progress	Works underway
nator praygradita							OII II II II	- III progress	

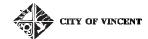
Summary  Land and Buildings	Revised Budget 2025FY \$ 6.074.661	YTD Budget \$	YTD Actual \$ 1.259.027	Remaining Budget \$ 79.27%					
Total	25,258,494	2,868,788	3,205,742	(336,954)	5,206,849	8,412,592			
Infrastructure Assets Total	16,061,433	852,000	1,035,699	(183,699)	2,376,480	3,412,179			
Sullivan Logistics Stadium Turf & Lighting Upgrade Sullivan Logistics Stadium Turf Upgrade Sullivan Logistics Stadium Lighting Upgrade	2,506,175 2,619,712	:	:	:	:	:	On track On track	7 - In progress 7 - In progress	
Car Parking Upgrade/Renewal Program HBF Stadium Car Park		-	39,684	(39,684)	12,683	52,367	On track	8 - Final stages	2024FY project
Skate Space at Britannia Reserve  Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	188,000	125,000	107,175	17,825	-	107,175	Completed	9 - Completed (within budget)	Project completed, grant acquittal being processed
Street Lighting Renewal Program Street Lighting Upgrade Program	30,000	-	-	-	-		On track	3 - In planning	
Rights of Way Rehabilitation Program Rights of Way Rehab Program	126,000	-	-	-	1,116	1,116	On track	3 - In planning	
Bicycle Network Bicycle Network Bicycle Network - Travel Smart Actions	520,430 25,500	-	36	(36)	25,210	25,246	On track On track	3 - In planning 3 - In planning	

	2023F1	TID buaget	T I D Actual	Duaget
	\$	\$	\$	\$
Land and Buildings	6,074,661	1,230,000	1,259,027	79.27%
Furniture and Equipment	788,512	227,000	197,571	74.94%
Plant and Equipment	2,333,888	559,788	713,445	69.43%
Infrastructure Assets	16,061,433	852,000	1,035,699	93.55%
Total	25,258,494	2,868,788	3,205,742	87.31%
Funding	Revised Budget			Remaining
	2025FY	YTD Budget	YTD Actual	Budget
	\$	\$	\$	\$
Own Source Funding - Municipal	12,045,599	2,068,651	2,275,321	81.1%
Cash Backed Reserves	3,232,201	800,137	767,480	76.3%
Capital Grants, Contributions and Loans	9,428,344	-	28,144	99.7%
Other (Disposals/Trade In)	552,350		134,797	75.6%

CITY OF VINCENT NOTE 6 - CASH BACKED RESERVES AS AT 30 SEPTEMBER 2024

Reserve Particulars	Budget Opening	Actual Opening	Budget Transfers	YTD Actual Transfers	Budget Interest	YTD Actual	Budget Transfers	YTD Actual Transfers	Budget Closing	Actual Closing
	Balance	Balance	to Reserve	to Reserve	Earned	Earned	from Reserve	from Reserve	Balance	Balance
	1/07/2024	1/07/2024	30/09/2024	30/09/2024	30/09/2024	30/09/2024	30/09/2024	30/09/2024	30/09/2024	30/09/2024
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset Sustainability Reserve	9,171,284	9,406,909	470,034	470,138	79,941	109,465	(800,000)	(764,646)	8,921,259	9,221,867
Beatty Park Leisure Centre Reserve	241,529	273,462	0	0	2,193	3,003	0	(1,696)	243,722	274,770
Cash in Lieu Parking Reserve	884,575	1,023,150	0	0	8,007	10,964	0	(1,000)	892,582	1,033,114
Hyde Park Lake Reserve	177,411	175,492	0	0	1,620	2,218	0	0	179,031	177,710
Land and Building Acquisition Reserve	326,965	323,439	0	0	2,985	4,087	0	0	329,950	327,526
Leederville Oval Reserve	76,166	75,344	0	0	696	953	0	0	76,862	76,297
Loftus Community Centre Reserve	151,353	149,712	0	0	1,383	1,894	0	0	152,736	151,606
Loftus Recreation Centre Reserve	127,553	285,115	18,225	17,506	1,140	1,561	0	0	146,918	304,182
Office Building Reserve - 246 Vincent Street	218,963	216,638	0	0	2,001	2,740	0	0	220,964	219,378
Parking Facility Reserve	116,179	114,926	0	0	1,062	1,454	0	0	117,241	116,380
Percentage For Public Art Reserve	264,395	312,870	0	0	2,064	2,826	0	0	266,459	315,696
Plant and Equipment Reserve	137	138	0	0	0	0	(137)	(138)	0	(0)
POS reserve - General	1,412,485	1,409,951	0	0	13,014	17,820	0	0	1,425,499	1,427,772
POS reserve - Haynes Street	85,590	100,340	10,635	10,636	780	1,068	0	0	97,005	112,044
State Gymnastics Centre Reserve	153,448	152,078	3,381	3,397	1,404	1,923	0	0	158,233	157,398
Strategic Waste Management Reserve	272,617	271,472	100,000	100,000	2,523	3,455	0	0	375,140	374,927
Catalina Land Sales Reserve	6,051,245	6,022,134	1,250,000	1,250,000	55,632	76,178	0	0	7,356,877	7,348,312
Underground Power Reserve	2,578,960	2,551,268	0	0	23,553	32,252	0	0	2,602,513	2,583,520
	22,310,855	22,864,438	1,852,275	1,851,677	199,998	273,863	(800,137)	(767,480)	23,562,991	24,222,498

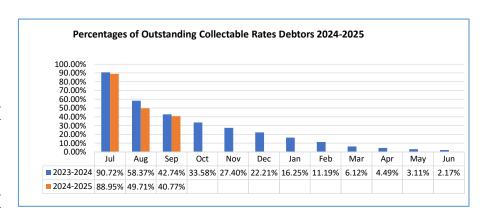
CITY OF VINCENT NOTE 7 - RECEIVABLES (RATING & OTHER DEBTORS) FOR THE MONTH ENDED 30 SEPTEMBER 2024



4,519,952

## **Rates Outstanding**

	Total
Balance from Previous Year	1,345,454
Rates Levied - Initial	44,225,965
Rates Levied - Interims	(7,839)
Rates Waived	(120,270)
Non Payment Penalties	433,043
Other Rates Revenue	187,263
Total Rates Collectable	46,063,617
Outstanding Rates	18,778,899
ESL Debtors	823,051
Pensioner Rebates Not Yet Claimed	932,969
ESL Rebates Not Yet Claimed	52,519
Deferred Rates Debtors	(153,457)
<b>Current Rates Outstanding</b>	20,433,981



## **Receivable - Other Debtors**

TOTAL TRADE AND OTHER RECEIVABLES

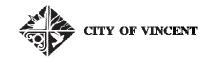
DESCRIPTION	30 Days	60 Days	90 Days	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	6,894	751	2,344	120,045	130,034
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	0	0	0	170,762	170,762
DEBTOR CONTROL - PROPERTY INCOME	20,166	3,165	6,254	8,749	38,334
DEBTOR CONTROL - RECOVERABLE WORKS	1,370	0	0	930	2,299
DEBTOR CONTROL - OTHER	1,071,192	56,595	23,192	64,217	1,215,197
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	1,151	0	1,151
DEBTOR CONTROL - PLANNING SERVICES FEES	705	(108)	0	685	1,282
DEBTOR CONTROL - INFRINGEMENT	158,630	136,607	56,676	869,250	1,221,163
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 30/09/2024	1,258,957	(67,401)	51,037	1,031,059	2,273,652
	55.4%	-3.0%	2.2%	45.3%	100.0%
ACCRUED INCOME					(36,815)
ACCRUED INTEREST					794,528
PREPAYMENTS					1,488,588

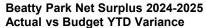


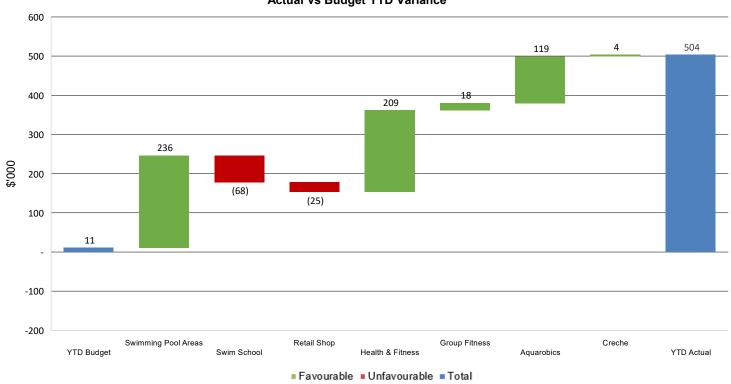
## CITY OF VINCENT NOTE 8 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION AS AT 30 SEPTEMBER 2024

	Original Budget 2024/25	YTD Budget Sep-24	YTD Actuals Sep-24	YTD Actuals Sep-23	Month Actuals Sep-24	Month Actuals Sep-23
ADMINISTRATION	\$	\$	\$	\$	\$	\$
Revenue	0	0	0	(188,004)	(87,328)	(74,805)
Expenditure	0	0	0	187,574	87,328	74,805
Surplus/(Deficit)	0	0	0	(430)	0	0
SWIMMING POOLS AREA						
Revenue	3,081,921	755,226	752,178	666,740	267,009	254,300
Expenditure	(5,025,298)	(1,227,957)	(989,206)	(851,403)	(416,891)	(261,881)
Surplus/(Deficit)	(1,943,377)	(472,731)	(237,028)	(184,663)	(149,882)	(7,581)
SWIM SCHOOL						
Revenue	2,254,260	688,562	728,146	637,174	224,454	207,498
Expenditure	(1,535,074)	(353,794)	(461,757)	(389,626)	(150,446)	(127,650)
Surplus/(Deficit)	719,186	334,768	266,390	247,549	74,008	79,848
RETAIL SHOP						
Revenue	741,524	185,379	154,825	146,385	55,423	54,144
Expenditure	(494,856)	(98,046)	(92,336)	(72,520)	(16,270)	(38,091)
Surplus/(Deficit)	246,668	87,333	62,489	73,865	39,153	16,053
HEALTH & FITNESS						
Revenue	2,291,153	572,793	726,261	661,674	247,441	220,100
Expenditure	(1,657,326)	(393,086)	(337,757)	(301,435)	(133,072)	(111,520)
Surplus/(Deficit)	633,827	179,707	388,504	360,239	114,369	108,580
GROUP FITNESS						
Revenue	798,500	199,626	247,119	227,627	81,404	75,994
Expenditure	(662,576)	(174,147)	(203,205)	(152,517)	(92,713)	(48,553)
Surplus/(Deficit)	135,924	25,479	43,913	75,110	(11,309)	27,441
<u>AQUAROBICS</u>						
Revenue	324,958	79,740	97,087	90,568	32,377	30,102
Expenditure	(633,296)	(146,251)	(44,602)	(39,911)	(17,384)	(12,010)
Surplus/(Deficit)	(308,338)	(66,511)	52,485	50,657	14,993	18,092
CRECHE						
Revenue	94,184	23,547	26,051	25,625	8,511	8,421
Expenditure	(433,796)	(100,882)	(99,293)	(78,271)	(31,723)	(24,763)
Surplus/(Deficit)	(339,612)	(77,335)	(73,242)	(52,646)	(23,212)	(16,341)
Net Surplus/(Deficit)	(855,722)	10,710	503,509	569,787	58,120	226,113
Less: Depreciation	(1,695,004)	(423,750)	0	0	0	0
Surplus/(Deficit)	839,282	434,460	503,509	569,787	58,120	226,113

CITY OF VINCENT NOTE 8 - STATEMENT OF FINANCIAL ACTIVITY BY SERVICE - GRAPH AS AT 30 SEPTEMBER 2024







# 7.2 AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 SEPTEMBER 2024 TO 30 SEPTEMBER 2024

## Attachments:

- 1. September 2024 Payments by Payroll and EFT !
- 2. September 2024 Payments by Direct Debit J.
- 3. September 2024 Payments by Fuel cards U

## Recommendation:

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 September 2024 to 30 September 2024 as detailed in Attachments 1, 2, 3 and 4 as summarised below:

EFT payments, including payroll	\$8,755,742.0
Cheques	\$0.0
Direct debits, including credit cards	\$165,988.5

# Total payments for September 2024

\$8,921,730.5

## **PURPOSE OF REPORT:**

To present to Council the list of expenditure and accounts paid for the period 1 September 2024 to 30 September 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 September 2024 to 30 September 2024, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3		
EFT Payments	3110-3116	\$7,175,089.47
Payroll by Direct Credit	September 2024	\$1,580,652.54
Sub Total		\$8,755,742.01

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Cheques

Cheques \$0.00
Sub Total \$0.00

## **Direct Debits (including Credit Cards)**

Lease Fees	\$21,017.53
Loan Repayments	\$60,916.88
Bank Charges – CBA	\$65,497.99
Credit Cards	\$18,556.16
Sub Total	\$165,988.56

Total Payments \$8,921,730.57

## **CONSULTATION/ADVERTISING:**

Not applicable.

## LEGAL/POLICY:

Regulation 12(1) and (2) of the Local Government (Financial Management) Regulations 1996:

- "12. Payments from municipal fund or trust fund, restrictions on making
- (1) A payment may only be made from the municipal fund or the trust fund
  - if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or
  - otherwise, if the payment is authorised in advance by a resolution of Council.
- (2) Council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to Council."

Regulation 13(1) and (3) of the Local Government (Financial Management) Regulations 1996:

- "13. Lists of Accounts
- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared
  - the payee's name;
  - the amount of the payment;
  - the date of the payment; and
  - sufficient information to identify the transaction.
- (2) A list prepared under sub regulation (1) is to be
  - presented to Council at the next ordinary meeting of Council after the list is prepared; and
  - recorded in the minutes of that meeting."

## **RISK MANAGEMENT IMPLICATIONS**

**Low:** Management systems are in place that establish satisfactory controls, supported by the internal and external audit functions. Financial reporting to Council increases transparency and accountability.

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## 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.

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# Authorisation of Expenditure for the Period September 2024 Payment by EFT and Payroll (Payee A-Z)

Payment Date	Payee	DESCRIPTION		AMOUNT
06/09/2024	A & L G Molinari	Refund of part dog registration fee	\$	30.00
	a space Australia Pty Ltd	Supply and Install of new playground Braithwaite Park	\$	103,620.00
	A Team Printing Pty Ltd	Health & Fitness Printing	\$	257.40
	A Vosper & W Tolhurst	Rates Refund	\$	1,772.78
	A. Richards Pty Ltd	Supply of fertiliser- Birdwood square & Woodville Reserve	\$	658.00
	AAAC Towing Pty Ltd Access Office	Towing of vehicle	\$	481.80
	Acurix Networks Pty Ltd	Supply of cove chair Leederville wifi services - September 2024	\$	12,551.00 1,503.70
	Adam Cruickshank	Artwork storage 17.08.24 to 11.10.24	\$	3,080.00
	Addstyle Constructions Pty Ltd	Refund of infrastructure bond	\$	3,000.00
	AKC Pty Ltd T/as Baileys Ferti	Supply of fertilizer	\$	10,141.89
	AKC Pty Ltd T/as Baileys Ferti	Supply of fertilizer	\$	2,568.50
	Alchemy Saunas Pty Ltd	Monthly rental fee for 2 saunas - August 2024	\$	2,860.00
	Alerton Australia	Urgent call out, server not responding	\$	936.10
	Alexandra Castle	Meeting attendance fee September 2024	\$	2,094.75
13/09/2024	Alexandra Castle	Deputy Mayor allowance fee September 2024	\$	1,428.17
20/09/2024	Alinta Sales Pty Ltd	Gas supplies: UA Lot 366 Joel Tce 23.05.24 to 21.08.24	\$	41.15
06/09/2024	Alison Austin	Fitness instructor fee	\$	660.00
13/09/2024	Alison Xamon	Mayor allowance fee September 2024	\$	5,217.67
13/09/2024	Alison Xamon	Meeting attendance fee September 2024	\$	2,808.83
	Alison Xamon	Reimbursement for Mileage 01.07.24 to 05.09.24	\$	27.14
	Allflow Industrial Australia P	Service oil/water separator	\$	401.50
	Allflow Industrial Australia P	Service oil/water separator	\$	376.75
	Allpipe Technologies	Cleaver Street- Drainage Cleaning & CCTV	\$	5,054.50
	Allstate Kerbing	Kerbing services Stamford St, Sherdin Lane	\$	4,887.07
	Allstate Kerbing	Kerbing Services - Bribane St, Dunedin st, Lyton St, Stamford St , Sherdin Lane	\$	4,875.93
	Alsco Pty Ltd	Monthly mat changeover at BPLC	\$	1,017.06
	Altus Planning Pty Ltd	Council Capacity Building 03.09.24 Fuel and Oil August 2024	\$	3,080.00 29,460.07
	Ampol Australia Petroleum Pty Andrew Bradshaw		\$	200.00
	Anna Cappelletta	Reimbursement for safety glasses Fitness instructor fee	\$	1,520.00
	Anna Cappelletta	Fitness instructor fee	\$	1,440.00
	Anthea Auld	ANZAC Day 2024 - Photography	\$	580.00
	Anthony Murphy	Refund of infrastructure bond	\$	275.00
	APARC Pty Ltd	Credit card transactions - July 2024 LHSC Sensor August 2024	\$	11,292.34
	APOD Pty Ltd	BPLC aquatic changerooms refurbishments	\$	3,877.50
	APOD Pty Ltd	Listis Stadium Changeroom Renewal - Contract Admin	\$	3,798.39
	Aqueo Import & Distribution Pt	Purchase Havaianas for resale in retail BPLC	\$	687.06
06/09/2024	Arbor Consulting	Arboricultural services - 20 Mary St, BPLC and Braithwaite Park	\$	2,992.00
20/09/2024	Arbor Consulting	Arboricultural services - various locations	\$	297.00
	Arboricultural Association of	Supporting partners fees and semiar attendance	\$	3,366.00
	Arthur D Riley & Co Pty Ltd	ADR Monthly support TicketOr2 Licensing September 2024	\$	4,729.16
	Ashlee La Fontaine	Meeting attendance fee September 2024	\$	2,094.75
	Ashley Wallace	Meeting attendance fee September 2024	\$	2,094.75
	Asphaltech Pty Ltd	Asphalt supplies	\$	786.72
	Australia Post	Postage charges August 2024	\$	5,099.08
	Australia Post	Commission charges - July 2024 and August 2024	\$	3,552.04
	Australian HVAC Services	Air-conditioning maintenance - various location	\$	9,598.27 2,480.50
	Australian HVAC Services Australian Institute of Manage	Air-conditioning maintenance - Loftus centre  Contract training - Execution and close	\$	1,451.00
	Australian Renovation Group Pt	Refund of infrastructure bond	\$	3,000.00
	Australian Services Union	Payroll deductions	\$	159.00
	Australian Services Union	Payroll deductions	\$	159.00
	Australian Swim Schools Associ	Attendance of 5 day national conference	\$	1,173.70
	Australian Taxation Department	Payroll deductions	\$	225,571.00
	Australian Taxation Department	Payroll deductions	\$	222,339.00
	Autumn Style	Style workshop for new mums - 13 Aug 2024	\$	400.00
20/09/2024	Award Irrigation Pty Ltd	Locating services Britannia Road & Bream Cove	\$	1,672.00
06/09/2024	Award Irrigation Pty Ltd	Locating sites on Beaufort St	\$	627.00
20/09/2024		Prepaid: Energy Monitoring 04.08.24 to 31.11.24	\$	4,273.50
	Balshaws Florist	Mt Hawthorn RSL event	\$	420.00
	BCA Consultants	Beatty Park - Gym AC assessment report	\$	1,848.00
	Beatty Park Physiotherapy Pty	Fitness instructor fee	\$	1,260.00
	Benara Nurseries	Plant supplies	\$	876.70
	Bing Technologies Pty Ltd	Printing and photocopying -01.08.24 to 30.08.24  Bobcat Hire	\$	14,387.43
	Bladerunner Trust Bladerunner Trust	Bobcat Hire	\$	7,991.50
ZU/U9/ZU/4		44/99 Palmerston Assessment #55271	\$	4,235.00 463.91
			1 0	403.91
06/09/2024	BLMH Pty Ltd t/as Halyn Proper Boc Gases Australia Limited			445 28
06/09/2024 20/09/2024	Boc Gases Australia Limited Boc Gases Australia Limited	Supply Co2 beverage Supply 1st aid medical oxygen	\$	445.28 117.57

00/00/000	AIDI O	10	Τ.	0.000.00
	Boral Construction Materials G	Supply of concrete	\$	2,220.20
	Bowers Pty Ltd	For the digitisation of 24 paintings	\$	600.00
	Boya Equipment Pty Ltd	Spray Parts	\$	759.53
	BPA Consultants Pty Ltd	Robertson Park - Civil Works Inspections & contract administration	\$	9,988.00
	1 Bredideca	Repair suction motor on scrubber machine	\$	261.25
	Brett Coulson	Refund of part membership fee BPLC	\$	547.38
	Bridgestone Australia Ltd	Tyre services and repairs	\$	1,982.42
20/09/2024	Briskleen Supplies	Monthly changeover of sanitary and nappy	\$	1,286.49
06/09/2024	Briskleen Supplies	Supply Toiletry and Cleaning Supplies BPLC	\$	981.69
20/09/2024	Bronte Miltrup	Reimbursement for 2 rolling cooler bags	\$	104.00
	Broomstick Prod & Cold Crankin	Fitness Audio DX6-TF digital transmitter	\$	460.00
	Broomstick Prod & Cold Crankin	Repair microphone headsets	\$	308.00
	4 Buildwell Group Pty Ltd	Refund of infrastructure bond	\$	1,000.00
	4 Bunnings Group Limited			
		Hardware supplies	\$	359.09
	Bunnings Group Limited	Hardware supplies & plants and pots for depot	\$	180.45
	c2pr Group Pty Ltd	Trend to defender endpoint and migration August 2024	\$	27,060.00
	4 CA AND PR CHARLESTON	Printing services: various	\$	759.00
06/09/2024	1 Call Associates Pty Ltd	After hours call provider - June 2024 and July 2024	\$	3,444.77
06/09/202	Carmen Armstrong	Rates Refund	\$	1,122.44
06/09/2024	Carriage Motors Pty Ltd	Service and repairs P1290	\$	760.00
	1 Catherine Kosick	Reimbursement for BPLC expenses	\$	555.64
	Charlotte Baker and Henry Tiem	Rates Refund	\$	1,693.43
	4 Child Safeguard Pty Ltd		\$	7,150.00
		Review of Child Safety complaints investigation		
	Ching Man Lee	Reimbursement of transport fees	\$	140.0
	1 Choiceone Pty Ltd	Hire of agency staff	\$	22,473.7
	Choiceone Pty Ltd	Hire of agency staff	\$	13,179.9
	1 Christopher Busch	Refund of part dog registration fee	\$	150.00
06/09/2024	Christou Design Group Pty Ltd	DRP advice	\$	220.00
	Christou Design Group Pty Ltd	DRP advice	\$	220.00
	City of Gosnells Municipal Fun	Refund of part membership fee BPLC	\$	7,700.00
	City of Nedlands Municipal	Long service leave liability	\$	2,187.0
	1 City of South Perth Municipal	Refund of part dog registration fee	\$	40.0
		1 0 0		
	City of Stirling	Rates -1 Linwood Court 2024/25	\$	25,293.9
	City of Vincent	Payroll deductions	\$	1,011.9
	1 City of Vincent	Payroll deductions	\$	1,011.9
12/09/2024	City of Vincent Social Club	Payroll deductions	\$	448.00
25/09/2024	City of Vincent Social Club	Payroll deductions	\$	448.00
20/09/202	1 City of Wanneroo	Tamala park rates share FY 2024-2025	\$	17,798.3
	1 City of Wanneroo	Long service leave liability	\$	3,287.6
	4 Civica Pty Ltd	Rates on Demand - August 2024	\$	264.0
	Claudia Scalisi	Fitness instructor fee	\$	210.0
	1 Clever Patch	Library supplies	\$	176.4
	Coates Hire Operations Pty Ltd	Hire Plant and Machinery	\$	1,500.3
	Coates Hire Operations Pty Ltd	Hire Plant and Machinery	\$	40.6
06/09/2024	1 Cobblestone Concrete Pty Ltd	Concrete path repairs Harwood Place,	\$	29,478.2
06/09/2024	Cobblestone Concrete Pty Ltd	Concrete path repairs Woodstock street	\$	17,909.0
06/09/2024	4 Cobblestone Concrete Pty Ltd	Concrete repairs 18 Kalgoorlie Street	\$	7,034.9
	1 Cockburn Cement Limited	Cement & Pallets	\$	1,042.8
	1 Cockburn Party Hire	Native Plant Sale - August 2024	\$	2,676.7
	Colin Dickson and Francesca Ne	Fitness instructor fee	\$	106.0
	Comex Civil	Sheridan Lane Project eathrworks box out	\$	28,784.2
	Commercial Aquatics Australia	Water Treatment at BPLC	\$	1,518.0
	1 Compu-Stor	Off-site Storage and Digitisation August 2024	\$	15,174.8
	Constable Care Child Safety Fo	Prepaid - Partnership MoU 2024-2025	\$	12,210.0
06/09/202	Contra-Flow Pty Ltd	Traffic management various locations	\$	63,433.5
06/09/2024	Corsign WA	Sign supplies and install	\$	1,685.6
	1 Corsign WA	Sign supplies and install	\$	1,093.8
	Cromag Pty Ltd t/as Sigma Chem	Supply of pool chemicals for BPLC	\$	6,903.6
	Cromag Pty Ltd t/as Sigma Chem	Supply of pool chemicals for BPLC	\$	1,515.2
	CSE Crosscom Pty Ltd	Prepaid: Network Fees - 01.08.24 to 30.06.25	\$	37,298.2
	CSE Crosscom Pty Ltd	CSE Crosscom - 1 x FPR Repair Motorola	\$	654.5
	4 CTI Security Services Pty Ltd			6,937.8
		Alarm monitoring Depot and Admin	\$	
	CTI Security Services Pty Ltd	Alarm monitoring - North Perth Town Hall 28.06.24	\$	249.0
	4 C-Twelve	Gully Soak Well Program - 1 tonne pallets	\$	1,650.0
	Custom Built Saunas	Replace sauna heater with a new 15KW heater	\$	3,254.9
06/09/202	4 CW & SC Dearman	Fitness instructor fee	\$	324.8
06/09/202	4 CW & SC Dearman	Fitness instructor fee	\$	180.0
06/09/2024	D John Inglis T/A Aline Brickp	Brick paving services - Bondi St, Stamford st , Boulevard St	\$	7,084.0
	D&L Studio Pty Ltd	14 swim school name badges with magnet backing	\$	164.8
	DA Van der Feltz	Refund of planning application fee	\$	1,600.0
		Refund of infrastructure bond	\$	3,275.0
06/09/202	1 Danmar Homes		Ψ	
06/09/2024 06/09/2024	Danmar Homes		9	
06/09/2024 06/09/2024 06/09/2024	Darren Mascurine	Refund of part dog registration fee	\$	
06/09/2024 06/09/2024 06/09/2024 06/09/2024	Darren Mascurine David Gray & Co Pty Ltd	Refund of part dog registration fee 60 liters dark green retro bin purchase	\$	91.7
06/09/202- 06/09/202- 06/09/202- 06/09/202- 06/09/202-	Darren Mascurine David Gray & Co Pty Ltd David Weir	Refund of part dog registration fee 60 liters dark green retro bin purchase Rates Refund	\$	30.0 91.7 1,380.9
06/09/202- 06/09/202- 06/09/202- 06/09/202- 06/09/202- 20/09/202-	Darren Mascurine David Gray & Co Pty Ltd David Weir DB Cole	Refund of part dog registration fee 60 liters dark green retro bin purchase Rates Refund Reimbursement for service unit planning	\$ \$	91.7 1,380.9 62.4
06/09/202- 06/09/202- 06/09/202- 06/09/202- 06/09/202- 20/09/202-	Darren Mascurine David Gray & Co Pty Ltd David Weir	Refund of part dog registration fee 60 liters dark green retro bin purchase Rates Refund	\$	91.7 1,380.9 62.4 10,975.6
06/09/202- 06/09/202- 06/09/202- 06/09/202- 06/09/202- 20/09/202- 06/09/202-	Darren Mascurine David Gray & Co Pty Ltd David Weir DB Cole	Refund of part dog registration fee 60 liters dark green retro bin purchase Rates Refund Reimbursement for service unit planning	\$ \$	91.7 1,380.9 62.4

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				40,761.54
20/04/2027	Devco Builders	Maintenance and repairs - Various locations	\$	
	Devco Builders	Maintenance and repairs - Leederville Oval	\$	24,578.45
	Devco Builders	Maintenance and repairs - BPLC	\$	12,876.58
	Devco Builders	Maintenance and repairs - various locations	\$	11,945.61
	Developed Property Pty Ltd	Refund of planning application fee	\$	200.00
	Dianne Prior	Payment for auslan interpreting services	\$	270.00
	Diplomatik Pty Ltd	Hire of agency staff	\$	4,141.10 400.40
	Discus on Demand Pty Ltd	Health and Fitness pads	\$	3.778.50
	Dismantle Main Account	Cleaning Senior verges August 2024	\$	
	Dominic Snellgrove	DRP advice	\$	312.50
	Donald Veal Consultants P/L	Glendower St to Walcott St SAS 85% road audit	\$	10,560.00
	Donegan Enterprises Pty Ltd	Playground repair and maintenance various location	\$	495.00
	Downer EDI Services Pty Ltd	Security upgrade works at Beatty Park	\$	2,550.63
	Duncan Barnes	Refund of part dog registration fee	\$	150.00
	Duncan Charles Phillips	GIS Consulting Services 24.07.24 to 29.08.24	\$	5,610.00
	Eamco Pty Ltd t/as EOS Electri	Annual RCD & emergency light test various locations	\$	22,865.36
	Eamco Pty Ltd t/as EOS Electri	Electrical services - Various Locations	\$	11,631.93
	Eamco Pty Ltd t/as EOS Electri	Electrical services Various locations	\$	8,477.59
	Eamco Pty Ltd t/as EOS Electri	Electrical services BPLC	\$	6,073.95
	Educational Art Supplies	Library supplies	\$	48.18
	Elise Hinkley	Adult Embroidery Workshop and Materials	\$	357.50
	Ellenby Pty Ltd	Supply of plants and trees	\$	4,151.40
	Ellenby Pty Ltd	Supply of plants and trees	\$	2,134.00
	Emily Swan & Sam Swan	Rebate for reusable sanitary product purchase	\$	50.00
	Emma Boogaerdt	Rates Refund	\$	2,051.17
	Emma-Jane Hunt	Workshop for NAIDOC week 13.07.24	\$	1,200.00
	Enigin Partners Pty Ltd	Real time Energy Monitoring	\$	7,189.60
	Enviroblast Cannington	High Pressure tidy bin frames -September 2024	\$	1,663.50
	Environmental Industries Pty L	Braodleafe passive and active spraying	\$	39,600.00
	ER NG Woolf	Meeting attendance fee September 2024	\$	2,094.75
25/09/2024		Payroll deductions	\$	6,099.25
12/09/2024		Payroll deductions	\$	5,599.04
	Exbo Signage and Print Pty Ltd	Purchase of banner vnyl parking hoods	\$	2,603.43
06/09/2024		Delivery and assembly of vasse composite seat	\$	6,933.30
	F J Baden-Powell	Rates Refund	\$	1,678.29
20/09/2024		Consultancy services for Mount Hawthorn Town Centre	\$	16,632.00
	Fastwork Investments Pty Ltd t	24/262 Lord Street assessment 53515 TW Yip	\$	440.19
	Finestone Investments Pty Ltd	Plumbing services - BPLC	\$	48,962.22
	Finestone Investments Pty Ltd	Plumbing Services- various locations	\$	3,290.83
	Finestone Investments Pty Ltd	Plumbing services various locations	\$	2,268.71
06/09/2024	Fire And Emergency Services Au	FY 2024-2025 ESL 1st quarter contribution	\$	2,437,662.68
				47 444 07
20/09/2024	Flexi Staff Group Pty Ltd	Hire of agency staff	\$	
20/09/2024 06/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd	Hire of agency staff Hire of agency staff	\$ \$	16,485.47
20/09/2024 06/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd	Hire of agency staff Hire of agency staff Pest control services various locations	\$ \$	16,485.47 18,019.27
20/09/2024 06/09/2024 20/09/2024 06/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade	\$ \$ \$	16,485.47 18,019.27 264.00
20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024,	\$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50
20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Networks	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024	\$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50
20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Networks Focus Networks	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024	\$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90
20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Networks Focus Networks Focus Networks Focus Networks	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour	\$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 11,220.00
20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24	\$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 11,220.00 4,532.00
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 11,220.00 4,532.00 3,437.50
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 4,532.00 4,532.00 3,437.50
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Frocus Networks Frocus Networks Frocus Networks	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	17,111.27 16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 11,220.00 4,532.00 3,437.50 566.46
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Retworks Focus Networks Focus Retworks Focus Retworks Focus Retworks Focus Networks Focus Retworks Focus Retworks Focus Retworks Focus Retworks Focus Retworks Francis W Stapleton Frisca Rusli	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 4,532.00 4,532.00 3,437.50 566.46
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Retworks Focus Retworks Francis W Stapleton Frisca Rusli G R Dorn	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 13,451.90 11,220.00 4,532.00 3,437.50 1,259.50 566.46 150.00
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Retworks Focus Retworks Focus Retworks Focus Retworks Francis W Stapleton Frisca Rusli G R Dorn Geoff's Tree Service Pty Ltd	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - ZOne 1	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 4,532.00 4,532.00 3,437.50 566.46 150.00 30.00 53,328.00
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Retworks Focus Retworks Focus Retworks Focus Retworks Focus Retworks Francis W Stapleton Frisca Rusli G R Dorn Geoff's Tree Service Pty Ltd Geoff's Tree Service Pty Ltd	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - 2One 1 Power line prune zone 1	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 4,532.00 4,532.00 566.46 150.00 30.00 53,328.00 40,656.00
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Retworks Focus Retworks Focus Retworks Focus Networks Focus Retworks Focus Frocus Networks Focus Networks Focus Focus Networks Focus Focus Networks Focus Focus Focus Focus Focus Networks Focus F	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Powerline prune zone 1 Spendmap 12 month subcription Jul 2024		16,485.47 18,019.27 264.00 30,255.50 30,233.50 11,220.00 4,532.00 3,437.50 1,259.50 566.46 150.00 30.00 53,328.00 40,656.00 18,018.00
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Fo	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - ZOne 1 Power line prune zone 1 Spendmap 12 month subcription Jul 2024 Auto door maintenance Mt Hawthom CC	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 11,220.00 4,532.00 3,437.50 1,259.50 566.46 150.00 30.00 53,328.00 40,656.00 18,018.00 2,520.10
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - ZOne 1 Power line prune zone 1 Spendmap 12 month subcription Jul 2024 Auto door maintenance Mt Hawthorn CC Keiser Studio Plus Spin Bike	8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8 8	16,485.47 18,019.27 264.00 30,255.56 30,233.56 13,451.90 11,220.00 3,437.56 566.46 150.00 30.00 53,328.00 40,656.00 18,018.00 2,520.11 35,090.00
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Focus Retworks Focus Networks Gocus Networks Focus Networks	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - ZOne 1 Power line prune zone 1 Spendmap 12 month subcription Jul 2024 Auto door maintenance Mt Hawthorn CC Keiser Studio Plus Spin Bike Equipment Maintenance Keiser Bikes & Gym		16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 4,532.00 4,532.00 3,437.50 12,59.50 566.46 150.00 30.00 40,656.00 18,018.00 2,520.11 35,990.00 804.03
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Goorn Networks Focus Networks	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - ZOne 1 Power line prune zone 1 Spendmap 12 month subcription Jul 2024 Auto door maintenance Mt Hawthorn CC Keiser Studio Plus Spin Bike Equipment Maintenance Keiser Bikes & Gym Equipment Maintenance Keiser Bikes & Gym		16,485.47 18,019.27 264.00 30,255.50 30,233.50 11,220.00 4,532.00 3,437.50 1,259.50 30.00 53,328.00 40,656.00 18,018.00 2,520.10 35,090.00
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks Gocus Networks Focus Networks Focus Networks Good Networks Focus Networks Fo	Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - ZOne 1 Power line prune zone 1 Spendmap 12 month subcription Jul 2024 Auto door maintenance Mt Hawthorn CC Keiser Studio Plus Spin Bike Equipment Maintenance Keiser Bikes & Gym Leederville oval returfing 277sqm & Supply and install 83m2 jumbo kikuyu	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.56 30,233.50 11,220.00 4,532.00 3,437.50 1566.46 150.00 30.00 53,328.00 40,656.00 2,520.10 35,090.00 804.03 322.62 24,037.10
20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flexi Staff Group Pty Ltd Flick Anticimex Pty Ltd Flick Anticimex Pty Ltd Focus Networks	Hire of agency staff Hire of agency staff Hire of agency staff Pest control services various locations Pest control services 125 Western Parade Monthly MPS Devices August 2024, Monthly MPS Devices August 2024, Monthly MPS device - September 2024 Software as a Service Sep 2024 Prepaid block hours labour Replacement firewall 20.06.24 Billable support after hours, Decommission network, VMWARE security updated Managed firewall services SECaaS - August 2024 Rates Refund Refund of part dog registration fee Refund of part dog registration fee Powerline pruning - ZOne 1 Power line prune zone 1 Spendmap 12 month subcription Jul 2024 Auto door maintenance Mt Hawthorn CC Keiser Studio Plus Spin Bike Equipment Maintenance Keiser Bikes & Gym Equipment Maintenance Keiser Bikes & Gym Leederville oval returfing 277sqm & Supply and install 83m2 jumbo kikuyu Equipment Hire	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	16,485.47 18,019.27 264.00 30,255.50 30,233.50 13,451.90 11,220.00 4,532.00 3,437.50 566.46 150.00 30.00 53,328.00 40,656.00 18,018.00 2,520.10 35,090.00 804.03 322.62 24,037.10 486.75
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20/00/2024	Homewood Consulting Pty Ltd	Vincent tree plotter subcription	\$	1,237.50
	Hyde Park Fair Account	Prepaid : Event Sponsorship 24-25	\$	13.200.00
	Ian and Julie Glyde	Rates Refund	\$	500.51
	Iconic Property Services Pty L	Cleaning services various locations	\$	3,734.51
	ID Consulting Pty Ltd	Housing ID - subcription fee July 2024	\$	54,510.50
	Inez Carey	Refund of part membership fee BPLC	\$	201.98
	Infocouncil Pty Ltd	Upgrade infocouncil production environment	\$	869.00
	Inlogik Pty Ltd	Monthly subcription payment - July 2024 and August 2024	\$	512.14
	Insight Enterprises Australia	Insight Enterprises Invoice #100474958 Azure Plan	\$	287.78
	Institute of Public Administra	Women in Public Service Leadership - 18 Sept 2024	\$	3,690.00
	Institute of Public Works Engi	Training - How your local govt grant funding	\$	160.00
	iSUBSCRiBE Pty Ltd	Magazine Subcription Renewal	\$	1,094.00
	J & K Hopkins	Depot Office Chairs inc delivery - Eng Dept	\$	1,555.00
	J & K van Omme	Rates Refund	\$	227.09
	J Blackwood & Son Ltd	Hardware supplies	\$	8,561.24
	J Blackwood & Son Ltd	Hardware supplies	\$	728.48
	James Chung	Fitness instructor fee	\$	480.00
	Janet Verburg	Fitness instructor fee	\$	1,470.00
	JB Commercial Ltd	Phones for Waste Team	\$	1,192.66
	John Kaminski	Refund of BCITF levey and BSL	\$	943.60
	John M Newman	Rates Refund	\$	2,002.91
	John Wilkes Amanda Wilkes	Rates Refund	\$	1,761.58
	Jonathan Hallett	Meeting attendance fee September 2024	\$	2,094.75
	K.S.Black Pty Limited	Bore/pump maintenance - Weld Square, Norwood park , Banks reserve	\$	35,996.03
	Kasse M McCummiskey	Fitness instructor fee	\$	240.00
	Kate Smith	Fitness instructor fee	\$	1,500.00
	Kayleigh Peace	Fitness instructor fee	\$	600.00
	Kim Kossenberg	Deliver 8 week Introduction to Auslan course	\$	2,160.00
	Kingsway Bay Pty Ltd	Zoggs stock for sale in retail shop	\$	575.85
	Kleen West Distributors	Gloves TNG5	\$	1,346.40
	Kleen West Distributors	Gloves Disposable Large	\$	924.00
	Klopper & Davis Architects	DRP advice	\$	550.00
	Kone Elevators Pty Ltd	Lift maintain BPLC and Mt Hawthorn CC	\$	2,374.38
	Konica Minolta Business Soluti	Printing costs -Depot, Admin & BPLC August 2024	\$	2,109.12
	KR & PM Jewell	Refund of infrastructure bond	\$	1,000.00
	Landmark Operations Limited	Supply of weedkiller	\$	6,600.00
	Landmark Products Pty Ltd	Dewatering of trench for new sewer line	\$	5,287.70
	Lara Phillips	Refund of part dog registration fee	\$	55.00
	LB Fleay & EJF Vosnacos	Rates Refund	\$	2,002.91
	Lea Corrigan	Refund of infrastructure bond	\$	3,000.00
20/09/2024		Rates Refund	\$	1,930.50
	Leo Heaney Pty Ltd	Reticulation Flushing & street tree planting and watering	\$	53,394.00
06/09/2024		Les Mills Music License Fees 01.09.24 to 30.09.24	\$	1,871.77
	Level 5 Design Pty Ltd	Consultancy services : Parking mgmt plan 21.09.24	\$	1,595.00
	Library Board IB	Better beginnings program annual delivery 2024-2025	\$	1,474.00
	Line Marking Specialists	Line marking services - Cnr Lindsay St , Britannia St, Stuart St, Little Russles	\$	9,065.54
	Lisa Joy Sharp	Fitness instructor fee	\$	120.00
	Little Fish Group	Booking Wednesday 4 September 2024	\$	234.00
	Liveable Group Pty Ltd	Tree pruning & removal services Smiths street, Powelines , Oxford St, Braithwaite Park		20,880.20
	LIZO Pty Ltd	Hardware supplies	\$	3,564.00
	LKS Constructions (WA) Pty Ltd		\$	172,064.48
	LKS Constructions (WA) Pty Ltd	Payment for progress claim 07 Indoor pool change room renewal BPLC	\$	2,105.40
	Local Government Professionals	Local government career campaign 18.06.24 & Ignite leadership program	\$	4,290.00
	Local Health Authorities Apply	Training various for staff Analytical services 24/25	\$	1,800.00
	Local Health Authorities Analy Luca Construct	,	\$	9,436.39
	M Chellew-Hawley	Refund of infrastructure bond  Rebate for reusable sanitary product purchase	\$	275.00 38.39
	Macdonald Johnston Engineering	Plant repairs and maintenance	\$	3,565.23
			-	
	Macdonald Johnston Engineering  Maria Chembe	Plant repairs and maintenance Refund for invoice 51198 COV	\$	998.25 208.00
	Marissa Lague	Refund of infrastructure bond	\$	1,000.00
				1,298.00
	Market Creations Agency Pty Lt Mary Slater	Landing Page module for Intranet site.  Fitness instructor fee	\$	1,298.00
	Mary Slater	Fitness instructor fee	\$	126.00
	Masterprint Pty Limited	Authorisation Cards - standing PO	\$	49.50
	Maxima Group Training	Payment for work experience students	\$	1,595.83
	McLeods Lawyers	Legal advice	\$	5,694.92
	McLeods Lawyers  McLeods Lawyers	Legal advice		2,505.14
			\$	312.35
		ISMS Ingergrating for Phoenix August 2024	\$	
20/09/2024	Message4U Pty Ltd	SMS Ingergrating for Phoenix August 2024	Ф	
20/09/2024 20/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty	Prepaid:Ownership agreement - 03.07.24 to 02.07.24	\$	
20/09/2024 20/09/2024 06/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty Military Pty T/As SAS Locksmit	Prepaid:Ownership agreement - 03.07.24 to 02.07.24 Key cutting and lock maintenance service	\$	387.09
20/09/2024 20/09/2024 06/09/2024 20/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty Military Pty T/As SAS Locksmit Military Pty T/As SAS Locksmit	Prepaid: Ownership agreement - 03.07.24 to 02.07.24  Key cutting and lock maintenance service  Key cutting and lock maintenance service	\$	387.09 75.02
20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty Military Pty T/As SAS Locksmit Military Pty T/As SAS Locksmit Mindarie Regional Council	Prepaid: Ownership agreement - 03.07.24 to 02.07.24 Key cutting and lock maintenance service Key cutting and lock maintenance service Processable waste 01.08.24 to 30.08.24	\$ \$	387.09 75.02 79,575.97
20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty Military Pty T/As SAS Locksmit Military Pty T/As SAS Locksmit Mindarie Regional Council Mindarie Regional Council	Prepaid: Ownership agreement - 03.07.24 to 02.07.24 Key cutting and lock maintenance service Key cutting and lock maintenance service Processable waste 01.08.24 to 30.08.24 Processable waste 02.09.24 to 12.09.24	\$ \$ \$	387.09 75.02 79,575.97 36,109.20
20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty Military Pty T/As SAS Locksmit Military Pty T/As SAS Locksmit Mindarie Regional Council Mindarie Regional Council Mindarie Regional Council	Prepaid:Ownership agreement - 03.07.24 to 02.07.24 Key cutting and lock maintenance service Key cutting and lock maintenance service Processable waste 01.08.24 to 30.08.24 Processable waste 02.09.24 to 12.09.24 Reimbursement of Admin Expense August 2024	\$ \$ \$ \$	2,068.56 387.09 75.02 79,575.97 36,109.20 33,338.81
20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 06/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty Military Pty T/As SAS Locksmit Military Pty T/As SAS Locksmit Mindarie Regional Council Mindarie Regional Council Mindarie Regional Council Mindarie Regional Council	Prepaid: Ownership agreement - 03.07.24 to 02.07.24 Key cutting and lock maintenance service Key cutting and lock maintenance service Processable waste 01.08.24 to 30.08.24 Processable waste 02.09.24 to 12.09.24 Reimbursement of Admin Expense August 2024 Non processable waste 02.08.24 to 29.08.24	\$ \$ \$ \$ \$	387.09 75.02 79,575.97 36,109.20 33,338.81 11,502.30
20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024	Message4U Pty Ltd Messages on Hold Australia Pty Military Pty T/As SAS Locksmit Military Pty T/As SAS Locksmit Mindarie Regional Council Mindarie Regional Council Mindarie Regional Council	Prepaid:Ownership agreement - 03.07.24 to 02.07.24 Key cutting and lock maintenance service Key cutting and lock maintenance service Processable waste 01.08.24 to 30.08.24 Processable waste 02.09.24 to 12.09.24 Reimbursement of Admin Expense August 2024	\$ \$ \$ \$	387.09 75.02 79,575.97 36,109.20 33,338.81

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	TABLE CONTROL (AVA) DE LES	Inc. de la constant d	1.0	44.000.00
UE/UU/3U34	MM IT Consulting (WA) Pty Ltd Moon Creature Studios	Block Hours for modern workplace management Photography	\$	11,880.00 2.684.00
	Mr C Herrmann	Rates Refund	\$	99.38
	Mr Matthew George Jajko	Fitness instructor fee	\$	180.00
	Mr Matthew George Jajko	Fitness instructor fee	\$	180.00
06/09/2024		Photography	\$	297.00
20/09/2024		Photography	\$	297.00
20/09/2024	Ms Nola Lee Jones	1h photos Wear it Purple council and Library	\$	210.00
	My Best Friend Veterinary Cent	Animal Sterilisations for July 2024	\$	1,900.00
	My Best Friend Veterinary Cent	Animal Sterilisations for August 2024	\$	1,450.00
	Nao Williams	Fitness instructor fee	\$	435.00
	National Tyre & Wheel Pty Ltd	Tyre repair and maintenance	\$	3,297.28
	National Tyre & Wheel Pty Ltd	Tyre repair and maintenance	\$	786.50
	Natural Area Holdings Pty Ltd	Charles Veryard Quarterly weed control 19.08.24	\$	1,584.00 150.00
	Naturalis Spring Water Newground Water Services Pty L	10 x 15LT bottles of Water for admin	\$	
06/09/2024		Undertake the Irrigation design at Beatty Park & Pump flow test 3 sites  Refund of infrastructure bond	\$	2,612.50 5,000.00
	Nightlife Music Pty Ltd	Supply Crowd DJ for the gym- September 2024	\$	417.94
	Noma Pty Ltd	DRP advice	\$	1,980.00
	Northsands Resources	Construction waste Disposal August 2024	\$	4,704.48
	Northsands Resources	Paving Sand	\$	753.90
06/09/2024	Northshore Unit Inc SES	FESA SES Contribution Q1 - 24/24	\$	11,534.66
	Nyoongar Patrol Systems Inc	Nyoongar Outreach Services July 2024 to September 2024	\$	13,750.00
	Officeworks Ltd	Office supplies	\$	460.43
	Officeworks Ltd	Office stationery supplies	\$	90.04
	Omnicom Media Group Australia	Advertising Bi-monthly ad May 2024, Pruning street trees	\$	2,025.87
	Omnicom Media Group Australia	Advertisement Public Notice - Weed Control Program & Bi Monthly adveristiment	\$	1,677.25
	Open Systems Technology Pty Lt	Monthly Subscription September 2024	\$	32,369.12
	Open Systems Technology Pty Lt	Monthly subscription August 2024  Professional carriers Payrell Support CPMS Support Congrel Support July 2024	\$	32,149.12 25,720.76
	Open Systems Technology Pty Lt Open Systems Technology Pty Lt	Professional services Payroll Support, CRMS Support, General Support July 2024  Professional services April 2024 & Power automate per user	\$	6,158.75
	Open Systems Technology Pty Lt	Azure hosting fees August 2024	\$	1,395.41
	Open Systems Technology Pty Lt	Professional services - April 2024 (Bal Pay)	\$	726.00
	Optus Billing Services Pty Ltd	Internet and mobile phone Aug2024	\$	9,574.97
	Optus Billing Services Pty Ltd	Admin mobile phone Jul 24	\$	3,021.59
06/09/2024	Orbic Construction	Refund of infrastructure bond	\$	3,000.00
20/09/2024	Otis Elevator Company Pty Ltd	Prepaid: Lift maintenance 01.01.24 to 31	\$	2,658.54
06/09/2024	Our Community Pty Ltd	Prepaid grants : 22.08.24 to 21.08.25	\$	13,750.00
	Oxford Retail Pty Ltd	Printing services - various	\$	141.50
	P & R Trust t/as Workwear Supp	Uniform supplies	\$	191.07
	P Waldock & A Lowagie	Crossover subsidy payment	\$	535.00
24/09/2024	Paxon Business & Financial Ser	Preparations for pool inspection review Pay Period 7	\$	4,110.48 793,805.09
10/09/2024		Pay Period 6	\$	786,847.45
	Pei-Chea Tran	Fitness instructor fee	\$	300.00
	Pei-Chea Tran	Fitness instructor fee	\$	240.00
	People Sense	EAP Service July 2024	\$	692.18
20/09/2024	Perth Bouncy Castle Hire	Prepaid -505 deposit for rainbow picnic	\$	2,376.00
	Perth International Jazz Festi	Event Sponsorship 2024-25 - Perth International Jazz Picnic	Ψ	
20/09/2024	Perth Region Tourism Organisat		\$	24,200.00
		Perth inner city alliance partnership marketing	\$ \$	66,000.00
06/09/2024	Perth Soccer Club	Perth inner city alliance partnership marketing Payment for event held 07.08.24	\$ \$ \$	66,000.00 858.00
06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond	\$ \$ \$	66,000.00 858.00 3,000.00
06/09/2024 20/09/2024 06/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05	\$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12
06/09/2024 20/09/2024 06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06	\$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event	\$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06	\$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024	Perth Socer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024	\$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6	\$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 06/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 730.00
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference PIA State Conference PIA state Conference Piant supplies Printing services - various	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 1,250.02 500.50
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phiase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 7,30.00 1,250.02 500.50
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various CEO Performance Review Facilitation 2024	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 5,706.25
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 1,250.02 500.50 187.00 5,766.25 230.00
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 5,706.25 230.00 2,834.48
06/09/2024 20/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Plant repairs and maintenance		66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 730.00 1,250.02 500.50 187.00 5,706.25 230.00 2,8334.48 3,152.16
06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phiase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Plant repairs and maintenance Litis stadium monthly August 2024	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 5,706.25 230.00 5,706.25 230.00 2,834.48 3,152.16 4,389.45
06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Perth Solar Warehouse Phase3 Landscape Construction Phise3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various Printing services - various Printing services - various Printing services are various Printing services - various Printing services - various Printing services - various Printing services are various Printing services - various Plant repairs and maintenance Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone &	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 2,834.48 3,152.16 4,389.45 511.16
06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Phise Sundscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia Planning Institute Australia Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo Programmed Electrical Technolo	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Plant repairs and maintenance Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone & Replacement Mic for PA system	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 3,000.00 203,075.12 45,900.32 285.70 238.03 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 2,834.48 3,152.16 4,389.45 511.16
06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Perth Solar Warehouse Phase3 Landscape Construction Phise3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various Printing services - various Printing services - various Printing services are various Printing services - various Printing services - various Printing services - various Printing services are various Printing services - various Plant repairs and maintenance Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone &	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 2,834.48 3,152.16 4,389.45 511.16 266.20 4,718.38
06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia PPG Industries Australia Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo Programmed Skilled Workforce L	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Pla State Conference Praint supplies Printing services - various Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Plant repairs and maintenance Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone & Replacement Mic for PA system Hire of agency staff		66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 1,250.02 500.50 187.00 5,706.25 230.00 2,834.48 3,152.16 266.20 4,718.39.45 511.16 266.20 4,718.30
06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia Planning Institute Australia Per Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo Programmed Electrical Technolo Programmed Skilled Workforce L Programmed Skilled Workforce L Protector Fire Services Pty Lt Protector Fire Services Pty Lt	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Plant repairs and maintenance Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone & Replacement Mic for PA system Hire of agency staff Hire of agency staff Fire equipment maintenance - Various locations Fire equipment maintenance - BPLC	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 3,000.00 203,075.12 45,900.32 285.70 238.03 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 2,834.48 3,152.16 4,389.45 511.16 266.20 4,718.38 2,381.06 5,912.44 181.50
06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo Programmed Skilled Workforce L Programmed Skilled Workforce L Protector Fire Services Pty Lt Public Trustee	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Pinting services various Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone & Replacement Mic for PA system Hire of agency staff Hire of agency staff Fire equipment maintenance - Various locations Fire equipment maintenance - BPLC Rates Refund	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 2,834.48 3,152.16 4,389.45 511.16 266.20 4,718.38 2,381.06 5,912.44 181.50 833.46
06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Phase3 Landscape Construction Phiase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia Planning Institute Australia Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo Programmed Electrical Technolo Programmed Skilled Workforce L Protector Fire Services Pty Lt Protector Fire Services Pty Lt Protector Fire Services R Clixby Superannuation Pty Lt	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Plant repairs and maintenance Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone & Replacement Mic for PA system Hire of agency staff Fire equipment maintenance - Various locations Fire equipment maintenance - BPLC Rates Refund Rates Refund Rates Refund	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,689.12 1,100.00 1,460.00 1,250.02 500.50 187.00 2,834.48 3,152.16 266.20 4,718.38 2,381.06 5,912.44 181.50 833.46 20,012.74
06/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024	Perth Soccer Club Perth Solar Warehouse Perth Solar Warehouse Phase3 Landscape Construction Phase3 Landscape Construction Philip & Kylie Bardon PirtekPty Ltd Pixelcase Group Pty Ltd PJA Holdings (Australia) Pty L Planning Institute Australia Planning Institute Australia Planning Institute Australia PPG Industries Australia Pty L Pretone Graphics Pretone Graphics Price Consulting Group Pty Ltd Primavera Quality Meats Print and Sign Co Pro Turf Services Profounder Turfmaster Pty Ltd Programmed Electrical Technolo Programmed Electrical Technolo Programmed Skilled Workforce L Protector Fire Services Pty Lt Public Trustee R Clixby Superannuation Pty Lt R Hastings	Perth inner city alliance partnership marketing Payment for event held 07.08.24 Refund of infrastructure bond Progress claim No 05 Progress claim No 06 Catering reimbursements WASPIN event Plant repairs and maintenance - P3526.6 Aero Ranger ALPR hardware vehicle kit October 2024 Highgate Mount Lawley Precinct RFQ Brief - Initial consultation PIA State Conference PIA State Conference Paint supplies Printing services - various Printing services - various CEO Performance Review Facilitation 2024 Parks Team Building BBQ Printing services various Pinting services various Litis stadium monthly August 2024 Supply AJ-ZM3M - Australian Monitor Microphone & Replacement Mic for PA system Hire of agency staff Hire of agency staff Fire equipment maintenance - Various locations Fire equipment maintenance - BPLC Rates Refund	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	66,000.00 858.00 3,000.00 3,000.00 203,075.12 45,900.32 285.70 238.03 5,688.12 1,100.00 1,460.00 730.00 1,250.02 500.50 187.00 2,834.48 3,152.16 4,389.45 511.16 266.20 4,718.38 2,381.06 5,912.44 181.50 833.46

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	RAC Motoring	Repairs and maintainence- Plant	\$	474.00
	Rachel Freitas	Fitness instructor fee	\$	600.00
	Rada Mirceta	After hours cleaning of BPLC August 2024	\$	12,570.00
20/09/2024	Rada Mirceta	After hours cleanning 26.08.24 to 30.08.24	\$	1,100.00
	Rebecca Gulvin	Refund of part dog registration fee	\$	150.00
06/09/2024	Reclink Australia	Prepaid Event funding Reclink community	\$	8,800.00
	Regents Commercial Trust Accou	Rent - September 2024	\$	8,926.34
	Regents Commercial Trust Accou	Water service charge Lots 49 01.09.24 to	\$	314.03
	Remida Perth Inc	Membership for arts collective activities	\$	240.00
	Renata Popis	Fitness instructor fee	\$	455.00
	Retech Rubber	Repairs to softfall play area - various locations	\$	1,556.50
06/09/2024	Riskwest Pty Ltd itf Riskwest	Risk Assessment training - 23.07.24	\$	2,178.00
20/09/2024	Riviera Homes	Refund of infrastructure bond	\$	1,000.00
13/09/2024	RJ & MT Alexander	Meeting attendance fee September 2024	\$	2,094.75
	Robot Welding Systems	Supply of gully grates	\$	7,975.00
	Ŭ ,	117 0 70		
	Rosevale Electrical	Electrical services - BPLC	\$	7,375.50
	Rosevale Electrical	Electrical services - BPLC	\$	1,842.50
	RPG Auto Electrics	Precinct auto electrical repair September 2024	\$	396.00
06/09/2024	Ruth Markham	Reimbursement for service planning day expenses	\$	322.14
06/09/2024	S & S Massey	Milk supplies 20.07.24 to 16.08.24	\$	381.60
06/09/2024		Reimbursement for Hyde Park PSHB data collection	\$	665.90
	SafetyCulture Pty Ltd	Prepaid annual iauditor 15.08.24 to 01.07.25	\$	219.89
	Sage Consulting Engineers Pty	Robertson park Electrical Design Stage 1	\$	9,212.50
	Samantha Le	Refund of Leederville Oval Parking Permit Sept24	\$	175.00
06/09/2024	Sanax Medical	Supply first aid items	\$	385.8
06/09/2024	Sanderson Engineering	Plant repairs and maintenance	\$	95.00
	Scarboro Motors Pty Ltd	Plant repairs and maintenance	\$	545.07
	Schlager Group Pty Ltd	Progress claim 07	\$	251,944.9
		Progress claim 08 Rev2		186,810.70
	Schlager Group Pty Ltd	0	\$	•
	Shaaron Taylor	Fitness instructor fee	\$	210.00
	Shane McMaster Surveys	Surveying services - various locations	\$	3,300.00
06/09/2024	Shane McMaster Surveys	Surveying services - various locations	\$	1,100.00
20/09/2024	Sherina Patchett	Fitness instructor fee	\$	336.00
	Sherina Patchett	Fitness instructor fee	\$	276.00
	Shivi Crowley			98.70
		Reimbursement for expenses waste department	\$	
	Shop for Shops	Supply and install new shelving for retail shop BPLC	\$	4,435.8
20/09/2024	Shred-X Pty Ltd	Security bin changeover BPLC	\$	199.90
20/09/2024	Sidney Sze Phin Thoo	4 Ethel Street - Green Design Consultation Rhianna	\$	300.00
	Signbiz WA	Sign supplies - Admin building	\$	880.00
	Softwoods Timberyards	Refund of infrastructure bond	\$	1,000.00
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	Solo Resource Recovery	Pressure cleaning services - Depot	\$	6,263.9
	Sophie M Greer	Meeting attendance fee September 2024	\$	2,094.7
06/09/2024	Speedo Australia Pty Ltd	Speedo stock for resale in the retail shop - BPLC	\$	22,586.3
20/09/2024	Speedo Australia Pty Ltd	Speedo stock for resale in the retail shop - BPLC	\$	21,933.29
20/09/2024	St John Ambulance Australia	Service first aid kits - depot and semi automatic defibrilator	\$	3,090.5
	St John Ambulance Australia	Prepaid : Consumables July 2024-June 2025	\$	1,194.5
	Star Door Service & Repairs		\$	1,030.00
		Purchase of additional ten (10) Admin garage roll		
	Stott Hoare	Hardware supplies	\$	3,038.20
06/09/2024	Stott Hoare	Hardware supplies	\$	412.50
06/09/2024	StrataGreen	Garden equipment supplies	\$	528.00
06/09/2024	Stuart M Armstrong	Servic fee for hot water pump mechanical	\$	859.3
	Suzanne Smart	Fitness instructor fee	\$	180.00
	Suzanne Worner	Meeting attendance fee September 2024	\$	2,094.75
06/09/2024		Electricity Supplies : various locations	\$	107,897.22
20/09/2024		Electricity Supplies : various locations	\$	101,117.1
20/09/2024		Refund of building permit application fee	\$	1,178.00
20/09/2024	T Waigana	Robertson park mural materials	\$	4,894.4
	T&H Wilkes Pty Ltd	Gravel Supplies and waste disposal	\$	7,020.20
	Tabata Australia Pty Ltd	Purchase Tabata goggles for resale in retail store	\$	1,899.9
	Tara Gloster	Attendance to WPN Award launch breakfast	\$	50.00
	Temptations Catering	Catering for ENRICH Your Brain Workshop	\$	408.6
	Temptations Catering	Council Catering 10.09.24	\$	404.6
	Temptations Catering	Catering for 20 August 2024 Council Meeting	\$	397.0
06/09/2024	Temptations Catering	Catering for OCM 23.07.24	\$	366.6
	Temptations Catering	Council Catering 27.08.24	\$	361.02
	Temptations Catering	Catering Council Workshop 30.07.24	\$	357.0
	Temptations Catering  Temptations Catering	Council Catering 03.09.24	\$	356.0
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	Temptations Catering	Catering for the Poppy making 10.09.24	\$	353.4
20/09/2024		Catering for ADHD event on Friday 13.09.24	\$	338.5
20/09/2024 20/09/2024	Temptations Catering			334.0
20/09/2024 20/09/2024	Temptations Catering Temptations Catering	catering for Packed with Goodness sessions	\$	
20/09/2024 20/09/2024 20/09/2024		catering for Packed with Goodness sessions  Catering for Style workshop for new mums	\$	
20/09/2024 20/09/2024 20/09/2024 06/09/2024	Temptations Catering Temptations Catering	Catering for Style workshop for new mums	\$	258.9
20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024	Temptations Catering Temptations Catering Temptations Catering	Catering for Style workshop for new mums Catering for Healthy Minds Menu workshop	\$	258.9 131.5
20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024	Temptations Catering Temptations Catering Temptations Catering Tetra Tech Coffey Pty Ltd	Catering for Style workshop for new mums Catering for Healthy Minds Menu workshop Professional service for BPLC grandstand	\$ \$	258.9 131.5 5,181.0
20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024	Temptations Catering Temptations Catering Temptations Catering Tetra Tech Coffey Pty Ltd Thai Nguyen	Catering for Style workshop for new mums Catering for Healthy Minds Menu workshop Professional service for BPLC grandstand Rates Refund	\$ \$ \$	258.9 131.5 5,181.0 3,040.5
20/09/2024 20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024	Temptations Catering Temptations Catering Temptations Catering Tetra Tech Coffey Pty Ltd Thai Nguyen The BBQ Man	Catering for Style workshop for new mums Catering for Healthy Minds Menu workshop Professional service for BPLC grandstand Rates Refund Pressure cleaning - various locations	\$ \$ \$ \$	258.9 131.5 5,181.0 3,040.5 5,065.2
20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024	Temptations Catering Temptations Catering Temptations Catering Tetra Tech Coffey Pty Ltd Thai Nguyen The BBQ Man The BBQ Man	Catering for Style workshop for new mums Catering for Healthy Minds Menu workshop Professional service for BPLC grandstand Rates Refund	\$ \$ \$	258.9 131.5 5,181.0 3,040.5 5,065.2 440.0
20/09/2024 20/09/2024 20/09/2024 06/09/2024 06/09/2024 06/09/2024 20/09/2024 20/09/2024 06/09/2024	Temptations Catering Temptations Catering Temptations Catering Tetra Tech Coffey Pty Ltd Thai Nguyen The BBQ Man	Catering for Style workshop for new mums Catering for Healthy Minds Menu workshop Professional service for BPLC grandstand Rates Refund Pressure cleaning - various locations	\$ \$ \$ \$	258.9 131.5 5,181.0 3,040.5 5,065.2

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06/09/2024 The Royal Life Saving Society	Aids Memorial service charges, swim school digital certificate, service charges for Hyd	\$ 4,560.60
06/09/2024 The University of Western Aust	AUDRC agreement - year 1 payment	\$ 7.150.00
20/09/2024 Thomson Geer Perth General Off	DRP advice	\$ 2,593.25
20/09/2024 Total Packaging WA Pty Ltd	Purchase of 240 Liters plastic bin liners	\$ 2,129.60
20/09/2024 Totally Workwear Mt Hawthorn	Uniform supplies	\$ 3,538.30
06/09/2024 Totally Workwear Mt Hawthorn	Uniform supplies	\$ 3,212.97
06/09/2024 Tracklink WA Pty Ltd	Excavator and trailer hire - various locations	\$ 6,600.00
06/09/2024 Transpacific Industries PL	Residential recycling collection 240 Lts, Residential waste bin collection140 Lts	\$ 87,732.27
20/09/2024 Transpacific Industries PL	Residential recyling 240 Lts collections, 140 Lts collections and customer service Augus	\$ 86,107.99
20/09/2024 Travis Hayto	Photography Toddler Playground Braithwaite Park and videography	\$ 1,375.00
06/09/2024 Tri-Jarrah t/as Western Traini	Excavator Training - Staff	\$ 800.00
06/09/2024 Truck Centre (WA) Pty Ltd	Plant repairs and maintenance	\$ 3,760.74
06/09/2024 Trustee for Holdsworth Trust t	DRP advice	\$ 440.00
06/09/2024 Trustees for The Folan Family	Team Vision Session and Print Profiles, Service day planning	\$ 8,525.00
06/09/2024 Urbis Pty Ltd	DRP advice	\$ 880.00
06/09/2024 Vanessa Forbes	Fitness instructor fee	\$ 594.00
20/09/2024 Vanessa Forbes	Fitness instructor fee	\$ 396.00
20/09/2024 Veolia Recycling & Recovery Pt	General Waste Collection	\$ 10,844.30
06/09/2024 Veolia Recycling & Recovery Pt	General Waste Collection May 2024	\$ 572.18
20/09/2024 W.A. Limestone Co	Supply of limestone	\$ 1,678.05
06/09/2024 WA Library Supplies	Library supplies	\$ 175.00
20/09/2024 WA Local Government Associatio	WALGA annual subscription fee	\$ 74,442.81
06/09/2024 WA Local Government Associatio	Speaking Professionally Elected Member 06.09.24	\$ 654.50
20/09/2024 WA Local Government Associatio	Prepaid Procurement and Contract Essentials	\$ 654.50
20/09/2024 WA Rangers Association	Attendance to awards dinner night 23.09.23	\$ 1,350.00
06/09/2024 WA Safety Tape & Mesh	Traffic cones and bollards Balance \$15	\$ 15.00
20/09/2024 Walcott Industries Pty Ltd	Floreat Athena Clubhouse Toilets Renewal	\$ 56.559.80
06/09/2024 Water Corporation	Water Supplies : various locations	\$ 27,512.98
20/09/2024 Water Corporation	Water Supplies : various locations	\$ 24,575.65
06/09/2024 Wattleup Tractors	Purchase of new trimax stealth roller	\$ 34,936.00
06/09/2024 Way Funky Company Pty Limited	Funkita stock for resale in the retail shops BPLC	\$ 1,199.55
20/09/2024 WC Convenience Management	Maintenance exloos July 2024 to Sept 2024 - Various Locations	\$ 14,098.68
20/09/2024 West Coast Turf	Supply & install jumbo kikuyu - Birdwood Square & Braithwaite park	\$ 15.884.00
06/09/2024 West Coast Turf	Supply and install jumbo kikuyu Birdwood Square	\$ 9,504.00
06/09/2024 Western Australian Local Gover	Workers Compensation Adjustment FY 2023- 24	\$ 17,129.61
20/09/2024 Western Australian Local Gover	Excess MV claim MO0073242: 1GWG751: 21.0	\$ 500.00
12/09/2024 Western Australian Municipal R	Payroll deductions	\$ 22.00
25/09/2024 Western Australian Municipal R	Payroll deductions	\$ 22.00
20/09/2024 Western Irrigation Pty Ltd	Supply and installation of signal weather station kit	\$ 11,165.00
06/09/2024 Western Irrigation Pty Ltd	Retic Parts	\$ 5,009.26
20/09/2024 Western Irrigation Pty Ltd	Retic Parts	\$ 791.18
20/09/2024 Western Metropolitan Regional	Processing FOGO material August 2024 & Verge bulk waste collections	\$ 65,565.59
06/09/2024 Western Metropolitan Regional	Processing of FOGO August 2024 and verge bulk collections	\$ 61,619.30
20/09/2024 West-Sure Group Pty Ltd	Cash Collection BPLC & Parking- August 2024	\$ 1,215.01
06/09/2024 Wheelers Books Pty Ltd	Library books purchases	\$ 555.05
20/09/2024 Winc Australia Pty Limited	Office stationery supplies	\$ 742.72
06/09/2024 Winc Australia Pty Limited	Office stationery supplies	\$ 456.24
20/09/2024 Woodlands Distributors & Agenc	Compostable dog bags 06.09.24	\$ 8,537.76
06/09/2024 Worldwide Online Printing Cann	Printing services Illegally dumped mater	\$ 3,409.00
20/09/2024 Yolande Gomez	Fitness instructor fee	\$ 922.00
06/09/2024 Yolande Gomez	Fitness instructor fee	\$ 392.00
06/09/2024 Zenien	New CCTV at rear of Admin Building 29.08.24	\$ 6,079.43
20/09/2024 ZIP Heaters Aust Pty Ltd	Prepaid Hydrotap maintenance -Library, Gymnastics , Royal park , Mt Hawthorn Hall , Lo	\$ 4,944.06
Grand Total		\$ 8,755,742.01

		Creditors Report - Payments by Direct D			
	T	01 September 2024 to 30 September 20	24		
Credit Card Transactions for the Period - 01 Sept	1		In	-	
Card Holder	Date	Payee	Description	Amoui	nt
CEO					
	07/09/2024	WANEWSDTI Osborne ParkWA	West Australian Newspaper Monthly Subscription	\$	83.60
	09/09/2024	CPP Convention Centre Perth WA	CEO Parking - PIA Conference Presentation	\$	25.24
	12/09/2024	CPP Citiplace PERTH WA	CEO Parking - DPLH Meeting - 10 September	\$	6.06
		WILSON PARKING PER055 PERTH WA	CEO Parking - NRCoP WA Event - 11 September	\$	27.00
	13/09/2024	CPP Convention Centre Perth WA	CEO Parking - NRCoP WA Event - 11 September	\$	14.13
		1	-	\$	156.03
				*	
Manager Marketing and Partnerships					
	2/09/2024	FACEBK *JQ785A88R2fb.me/adsIRL	Facebook advertising	\$	223.76
	5/09/2024	THE RE STORE LEEDERVILLE	Catering for workshop	\$	153.76
	12/09/2024	MAILCHIMP*MISC MAILCHIMP.COGA	Enewsletter platform	\$	641.63
	16/09/2024	International Transaction Fee	Website Live Chat - int transaction fee	\$	3.74
	16/09/2024	PURE CHAT, INC. (A SUB	Website Live Chat	\$	149.55
		International Transaction Fee	Survey and form tool - int transaction fee	\$	1.60
	16/09/2024	JOTFORM PTY LTD MORTLAKE AUS	Survey and form tool	\$	64.13
	17/09/2024	SPOTLIGHT PTY LTD STH MELBOURNAUS	Poppy making supplies	\$	32.50
	19/09/2024	OFFICEWORKS Bentleigh EaAUS	Paper fasteners for Poppy Making Kits - Poppy Proj	\$	25.95
	24/09/2024	International Transaction Fee	Scheduling tool - int transaction fee	\$	22.48
	24/09/2024	ASANA.COM SAN FRANCISCCA	Marketing and Comms scheduling tool	\$	899.28
	27/09/2024	SHUTTERSTOCK IRELAND L Dublin 2 IRL	Stock photo subscription	\$	99.00
				\$	2,317.38
Executive Director Infrastructure & Environment					
		HOLEY MOLEY AUSTRALIA ABBOTSFORD VIC	Team building Event - Parks	\$	1,172.92
	25/9/2024	HOLEY MOLEY AUSTRALIA ABBOTSFORD VIC		\$	1,172.92
	27/9/2024	Bronson Safety Pty Ltd 1300095701 QLD	Heavy duty Water Filled Barriers	\$	4,783.82
				\$	7,129.66
Council Liaison Officer					
		WALGA EVENTS WEST LEEDERVWA	Mayor Xamon attendance at WALGA Urban Forest Conf	\$	190.00
	26/09/2024	Farmer Jacks	Drinks for Council	\$	60.77
	26/09/2024	Farmer Jacks	Drinks for Council	\$	39.45
	<u></u>			\$	290.22

Card Holder	Date Payee	Description	Amou	nt
Duay ab Libuarian		Т		
Branch Librarian	40/00/2004 ADD*AloudDodoo Couth Malkout/	Drawatiana, Baduaa fan Drida Manth Calabustian	•	20.50
	16/09/2024 APR*AlondBadges South MelbouVi	Promotions: Badges for Pride Month Celebration	\$	36.56 18.95
	16/09/2024 APR*AlondBadges South MelbouVi	Promotions: Badges for Pride Month Celebration	\$	
	24/09/2024 CANVA* I04283-8210987 SURRY HILLS NSW	Displays and Promotions: Canva subscription	\$	164.99 146.10
	27/09/2024 ABC 2000 Currum Downs	Displays and Promotions: Pride Badges	\$	
			\$	366.60
Manager ICT				
	02/09/2024 NODE1 INTERNET GERALDTON	Node1 Wireless Internet	\$	119.00
	03/09/2024 International Transaction Fee	AssetSonar License	\$	15.17
	03/09/2024 Asset Sonar	AssetSonar License	\$	606.78
	04/09/2024 International Transaction Fee	Digital Signage License	\$	9.99
	04/09/2024 Yodeck	Digital Signage License	\$	399.76
	04/09/2024 ONETOUCH ENTERPRISES SURRY HILLS NSW		\$	20.00
	05/09/2024 EZI*M2M One Pty Ltd Kensington AUS	Software Licence Fees - Irrigation Payments	\$	1,062.11
	06/09/2024 International Transaction Fee	Landis Contact Centre	\$	32.91
	06/09/2024 Landis Technology	Landis Contact Centre	\$	1,316.58
	06/09/2024 International Transaction Fee	SendGrid Mail License	\$	3.36
	06/09/2024 Twilo Sendgrid	SendGrid Mail Payment	\$	134.58
	09/09/2024 NODEONE GERALDTON WA	Node1 Wireless Internet	\$	109.00
	10/09/2024 Microsoft-G058983369 Sydney AUS	Azure Subscription for Security	\$	153.61
	24/09/2024 International Transaction Fee	SimplyBookMe by Creche	\$	2.21
	24/09/2024 SimplyBookME LIMASSOL CYP	SimplyBookME by Creche	\$	88.34
	30/09/2024 ONETOUCH ENTERPRISES	SMS Credit for Emegency Alerts	\$	75.00
			\$	4,148.40
Procurement and Contracts Officer		Donate and Characteristic Continuous and		
	05/09/2024 STANDARDS AUSTRALIA SYDNEY NSW	Purchase of Standards for Engineering	\$	1,349.16
	12/09/2024 International Transaction Fee	Intnl fee for incorrect auto-renewal subscription	\$	8.71
	13/09/2024 LOCAL GOVERNEMENTMANA MT HAWTHORN	Procurement Fundamentals Training	\$	850.00
	25/09/2027 LOCAL GOVERNEMENT MANA MT HAWTHORN	LG Professionals Training	\$	1,940.00
			\$	4,147.87
Total Corporate Credit Cards		1	\$	18,556.16

Card Holder	Date	Payee	Description	Amount	
Direct Debits					
	2/09/2024	HP financials services leasing		\$ 20	0,621.70
	24/09/2024	PB Leasing		\$	395.83
			Total Leasing	\$ 2	1,017.53
Loan Repayments					
	2/09/2024	WA Treasury		\$ 60	0,916.88
		-	Total Treasury Corporation	\$ 60	0,916.88
Bank Fees and Charges					
	30/09/2024	CBA Fees and charges		\$ 69	5,497.99
			Bank fees	\$ 69	5,497.99
Total Direct Debits including Credit Cards				\$ 16	5,988.56

## CITY OF VINCENT FUEL CARDS REPORT FOR THE MONTH OF 30 SEPTEMBER 2024

Payee	Date Typ	e Total Cost
AMPOL FOODARY CARINÉ	23/09/2024 Fue	
AMPOL FOODARY DOUBLEVIEW	3/09/2024 Fue	I 75.44
AMPOL FOODARY DOUBLEVIEW	4/09/2024 Fue	l 90.69
AMPOL FOODARY DOUBLEVIEW	15/09/2024 Fue	l 83.54
AMPOL FOODARY EAST PERTH	4/09/2024 Fue	I 154.65
AMPOL FOODARY EAST PERTH	12/09/2024 Fue	l 130.87
AMPOL FOODARY EAST PERTH	<b>15/09/2024</b> Fue	l 129.17
AMPOL FOODARY EAST PERTH	20/09/2024 Fue	l 277.52
AMPOL FOODARY EAST PERTH	5/09/2024 Fue	l 79.54
AMPOL FOODARY EAST PERTH	<b>18/09/2024</b> Fue	l 469.04
AMPOL FOODARY EAST PERTH	<b>25/09/2024</b> Fue	l 224.74
AMPOL FOODARY EAST PERTH	<b>6/09/2024</b> Fue	l 372.03
AMPOL FOODARY EAST PERTH	<b>19/09/2024</b> Fue	
AMPOL FOODARY EAST PERTH	<b>26/09/2024</b> Fue	
AMPOL FOODARY EAST PERTH	<b>13/09/2024</b> Fue	
AMPOL FOODARY EAST PERTH	<b>27/09/2024</b> Fue	
AMPOL FOODARY EAST PERTH	<b>17/09/2024</b> Fue	
AMPOL FOODARY EAST PERTH	<b>28/09/2024</b> Fue	
AMPOL FOODARY ERSKINE	1/09/2024 Fue	
AMPOL FOODARY ERSKINE	6/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	2/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	3/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	4/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	10/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH AMPOL FOODARY GLENDALOUGH	12/09/2024 Fue 29/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	11/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	24/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	20/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	5/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	18/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	25/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	6/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	<b>19/09/2024</b> Fue	
AMPOL FOODARY GLENDALOUGH	<b>22/09/2024</b> Fue	I 63.65
AMPOL FOODARY GLENDALOUGH	<b>26/09/2024</b> Fue	I 556.36
AMPOL FOODARY GLENDALOUGH	13/09/2024 Fue	l 929.73
AMPOL FOODARY GLENDALOUGH	27/09/2024 Fue	I 445.51
AMPOL FOODARY GLENDALOUGH	17/09/2024 Fue	l 339.54
AMPOL FOODARY GLENDALOUGH	23/09/2024 Fue	l 126.21
AMPOL FOODARY GLENDALOUGH	9/09/2024 Fue	l 155.79
AMPOL FOODARY GLENDALOUGH	<b>01/09/2024</b> Fue	
AMPOL FOODARY GLENDALOUGH	8/09/2024 Fue	
AMPOL FOODARY GLENDALOUGH	<b>14/09/2024</b> Fue	
AMPOL FOODARY GREENFIELDS	<b>16/09/2024</b> Fue	
AMPOL FOODARY GREENFIELDS	22/09/2024 Fue	
AMPOL FOODARY JOONDALUP	27/09/2024 Fue	
AMPOL FOODARY KINGSLEY	22/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE	2/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE	3/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE AMPOL FOODARY LEEDERVILLE	4/09/2024 Fue 10/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE	12/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE	29/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE	11/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE	24/09/2024 Fue	
AMPOL FOODARY LEEDERVILLE	16/09/2024 Fue	
WILL OF LOODWL I FFFDFKAIFFE	10/03/2024 Pue	1 431.81

AMPOL FOODARY LEEDERVILLE	20/09/2024		410.36
AMPOL FOODARY LEEDERVILLE	5/09/2024		539.39
AMPOL FOODARY LEEDERVILLE	18/09/2024		194.16
AMPOL FOODARY LEEDERVILLE	25/09/2024		588.87
AMPOL FOODARY LEEDERVILLE	1/09/2024	Fuel	52.90
AMPOL FOODARY LEEDERVILLE	6/09/2024		308.57
AMPOL FOODARY LEEDERVILLE	19/09/2024		425.45
AMPOL FOODARY LEEDERVILLE	26/09/2024		855.95
AMPOL FOODARY LEEDERVILLE	13/09/2024	Fuel	589.41
AMPOL FOODARY LEEDERVILLE	27/09/2024		590.76
AMPOL FOODARY LEEDERVILLE	17/09/2024	Fuel	1,053.55
AMPOL FOODARY LEEDERVILLE	23/09/2024	Fuel	380.32
AMPOL FOODARY LEEDERVILLE	9/09/2024	Fuel	448.13
AMPOL FOODARY LEEDERVILLE	8/09/2024		110.29
AMPOL FOODARY LEEDERVILLE	21/09/2024	Fuel	122.92
AMPOL FOODARY MALAGA DRIVE S/STN	24/09/2024		93.11
AMPOL FOODARY MALAGA DRIVE S/STN	1/09/2024		63.98
AMPOL FOODARY MALAGA DRIVE S/STN	7/09/2024		90.78
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	10/09/2024		58.04
AMPOL FOODARY MOUNT LAWLEY (INGLEWOOD)	26/09/2024		58.67
AMPOL FOODARY SUBIACO	8/09/2024		90.65
AMPOL FOODARY WESTMINSTER	3/09/2024	Fuel	49.63
AMPOL FOODARY WESTMINSTER	10/09/2024		40.23
AMPOL FOODARY WESTMINSTER	24/09/2024	Fuel	48.10
EG AMPOL 94240 OSBORNE PARK	16/09/2024		55.61
EG AMPOL 94240 OSBORNE PARK	18/09/2024		122.79
EG AMPOL 94240 OSBORNE PARK	9/09/2024		61.84
EG AMPOL 94240 OSBORNE PARK	30/09/2024		57.75
EG AMPOL 94243 GREENWOOD	19/09/2024		77.10
AMPOL FOODARY NORTHLANDS - BALCATTA	10/09/2024		91.18
AMPOL FOODARY NORTHLANDS - BALCATTA	5/09/2024		66.99
AMPOL FOODARY NORTHLANDS - BALCATTA	9/09/2024		74.59
AMPOL FOODARY NORTHLANDS - BALCATTA	01/09/2024		99.62
AMPOL FOODARY BELMONT	27/09/2024		113.95
AMPOL FOODARY MIDVALE	15/09/2024		132.83
AMPOL FOODARY KARRINYUP	7/09/2024		73.36
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT			105.48
AMPOL FOODARY COCKBURN CENTRAL JANDAKOT			90.10
AMPOL FOODARY MURDOCH	2/09/2024		62.11
AMPOL FOODARY MURDOCH	20/09/2024		65.79
EG AMPOL 94203 BALLAJURA	16/09/2024		63.60
AMPOL FOODARY FORREST HIGHWAY NORTH	8/09/2024		59.69
AMPOL FOODARY MUNDARING S/STN	6/09/2024		82.50
AMPOL FOODARY MELVILLE	01/09/2024		60.81
EG AMPOL 94218 DIANELLA	18/09/2024		104.32
EG FUELCO 94235 JOONDALUP	18/09/2024		71.14
AMPOL FOODARY GELORUP	1/09/2024	Fuel	50.70
Grand Total			24,704.22

#### 7.3 **INVESTMENT REPORT AS AT 30 SEPTEMBER 2024**

#### Attachments:

1. Investment Statistics as at 30 September 2024 U



#### **RECOMMENDATION:**

That Council NOTES the Investment Statistics for the month ended 30 September 2024 as detailed in Attachment 1.

#### PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 30 September 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 two 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

\$9m of funds were invested in the month of September 2024. No funds matured during the period.

#### **Investment Status**

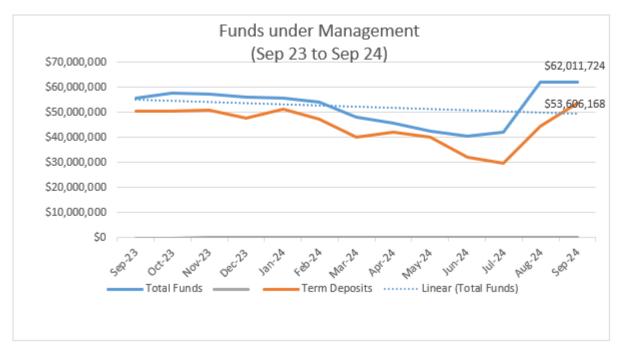
The City's investment portfolio is diversified across several accredited financial institutions.

As at 30 September 2024, the total funds held in the City's operating accounts (including on call) was \$62,011,724 compared to \$55,952,506 for the period ended 30 September 2023. All funds are interest bearing as at 30 September 2024.

The total term deposit investments for the period ended 30 September 2024 were \$53,606,168 compared to \$50,657,329 for the period ended 30 September 2023.

The following chart shows funds under management from September 2023 to September 2024:

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#### **Interest Status**

Total accrued interest earned on investments as at 30 September 2024 is:

Total Accrued Interest Earned on Investment	Budget Annual	Budget YTD	Actual YTD	% of YTD Budget	FY23/24 Actual
Municipal	860,000	299,998	301,300	100.43%	1,385,886
Reserve	800,000	269,998	273,863	101.43%	887,672
Subtotal	1,660,000	569,996	575,163	100.91%	2,273,558
Leederville Gardens Inc. Surplus Trust*	0	0	45,763	N/A	193,472
Total	1,660,000	569,996	620,926	108.94%	2,467,030

<sup>\*</sup>Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2023/24 Budget as actual interest earned is

The City has a weighted average interest rate of 4.88% for current investments compared to the Reserve Bank 90 day accepted bill rate for September 2024 of 4.42%.

#### **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%	39.4%	90%	64.8%
A-1	25%	0%	90%	0%
A-2	20%	14.3%	90%	35.2%

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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.

#### **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.

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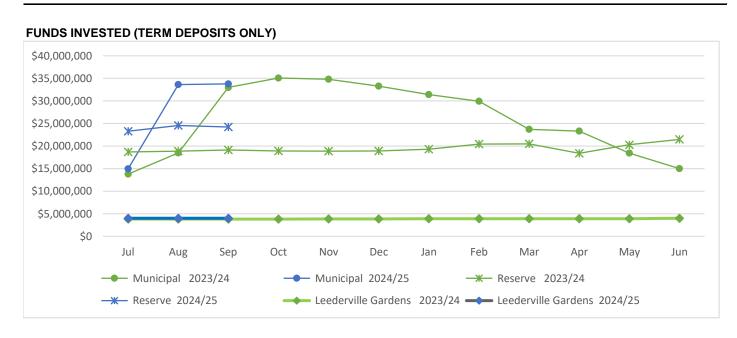
# CITY OF VINCENT CURRENT INVESTMENT HOLDING AS AT 30 SEPTEMBER 2024

Funds	Institution	Investment Date	Maturity Date	Interest Rate	Principal \$
OPERATING ACCOUNTS					
Municipal	Commonwealth Bank of Australia	Ongoing		4.10%	2,955,196
Municipal	Commonwealth Bank of Australia	Ongoing		4.35%	4,827,861
Reserve	Commonwealth Bank of Australia	Ongoing		4.10%	622,498
Total Operating Funds					8,405,556
TERM DEPOSITS					
Leederville Gardens Inc Surplus Trust	AMP Bank	19/12/2023	18/12/2024	5.25%	888,691
Leederville Gardens Inc Surplus Trust	AMP Bank	24/01/2024	23/01/2025	4.95%	949,727
Leederville Gardens Inc Surplus Trust	National Australia Bank	22/08/2024	22/08/2025	4.95%	2,167,750
Municipal	Police and Nurses	1/11/2023	31/10/2024	5.50%	1,000,000
Municipal	National Australia Bank	23/01/2024	22/01/2025	5.10%	3,000,000
Municipal	Judo Bank	5/04/2024	4/10/2024	5.15%	2,000,000
Municipal	Commonwealth Bank of Australia	9/05/2024	9/05/2025	4.99%	3,000,000
Municipal	Bendigo and Adelaide Bank	22/08/2024	2/12/2024	4.68%	4,000,000
Municipal	Commonwealth Bank of Australia	30/09/2024	3/02/2025	4.83%	3,000,000
Municipal	Commonwealth Bank of Australia	30/09/2024	3/03/2025	4.80%	4,000,000
Municipal	AMP Bank	22/08/2024	10/06/2025	5.02%	4,000,000
Reserve	National Australia Bank	23/01/2024	22/01/2025	5.10%	5,000,000
Reserve	Judo Bank	5/04/2024	4/10/2024	5.15%	3,000,000
Reserve	Bank of Queensland	30/04/2024	29/04/2025	5.10%	2,000,000
Reserve	National Australia Bank	30/09/2024	1/04/2025	5.00%	2,000,000
Reserve	National Australia Bank	30/04/2024	29/04/2025	5.20%	2,600,000
Reserve	AMP Bank	23/08/2024	20/02/2025	5.00%	3,000,000
Reserve	Commonwealth Bank of Australia	22/08/2024	20/02/2025	4.74%	2,000,000
Reserve	National Australia Bank	22/08/2024	22/08/2025	4.95%	1,000,000
Reserve	Commonwealth Bank of Australia	22/08/2024	22/08/2025	4.75%	4,000,000
Reserve	G&C Mutual	9/05/2024	9/05/2025	5.35%	1,000,000
Total Tarm Danasita					E2 600 400
Total Term Deposits					53,606,168
Total Funds available					62,011,724

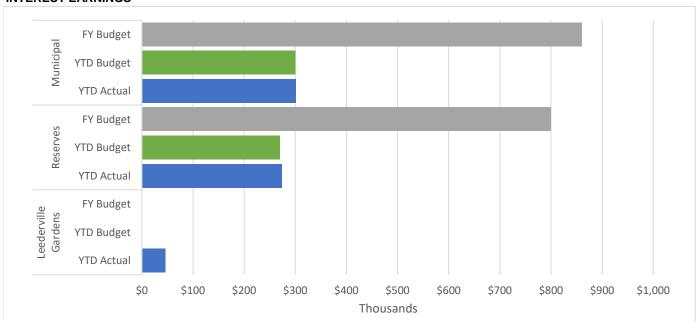
# CITY OF VINCENT INVESTMENT PORTFOLIO AS AT 30 SEPTEMBER 2024

	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	2,955,196	622,498	0	3,577,694	5.8%
Online Saver	4,827,861	0	0	4,827,861	7.8%
Term Deposits	26,000,000	23,600,000	4,006,168	53,606,168	86.4%
	33,783,058	24,222,498	4,006,168	62,011,724	100.0%
BY INSTITUTION					
Bank of Queensland	0	2,000,000	0	2,000,000	3.2%
Bendigo and Adelaide Bank	4,000,000	0	0	4,000,000	6.5%
Commonwealth Bank of Australia	17,783,058	6,622,498	0	24,405,556	39.4%
National Australia Bank	5,000,000	8,600,000	2,167,750	15,767,750	25.4%
AMP Bank	4,000,000	3,000,000	1,838,418	8,838,418	14.3%
Judo Bank	2,000,000	3,000,000	0	5,000,000	8.1%
G&C Mutual	0	1,000,000	0	1,000,000	1.6%
Police and Nurses	1,000,000	0	0	1,000,000	1.6%
	33,783,058	24,222,498	4,006,168	62,011,724	100.0%
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	22,783,058	15,222,498	2,167,750	40,173,306	64.8%
A-2	11,000,000	9,000,000	1,838,418	21,838,418	35.2%
· · -	33,783,058	24,222,498	4,006,168	62,011,724	100.0%
DV TEDMO					
BY TERMS	7 702 050	622.409	0	9 40E EEC	12 60/
0-30 days 91-180 days	7,783,058 11,000,000	622,498 0	0	8,405,556 11,000,000	13.6% 17.7%
181-270 days	4,000,000	8,000,000	0	12,000,000	19.3%
271-365 days	11,000,000	15,600,000	4,006,168	30,606,168	49.4%
27 1 000 days	33,783,058	24,222,498	4,006,168	62,011,724	100.0%
BY MATURITY	0.700.050	0.000.400	•	10 105 550	04.007
0-30 days	9,783,058	3,622,498	0	13,405,556	21.6%
31-90 days	5,000,000	0	888,691	5,888,691	9.5%
91-180 days	10,000,000	10,000,000	949,727	20,949,727	33.8%
181-270 days	9,000,000	5,600,000	0	14,600,000	23.5%
271-365 days	33,783,058	5,000,000 <b>24,222,498</b>	2,167,750 <b>4,006,168</b>	7,167,750 <b>62,011,724</b>	11.6% <b>100.0%</b>
	33,103,000	27,222,430	4,000,100	02,011,124	100.0 /0
BY FOSSIL FUEL EXPOSURE					
Fossil Fuel Investments	26,783,058	18,222,498	4,006,168	49,011,724	79.0%
Non Fossil Fuel Investments	7,000,000	6,000,000	0	13,000,000	21.0%
	33,783,058	24,222,498	4,006,168	62,011,724	100.0%

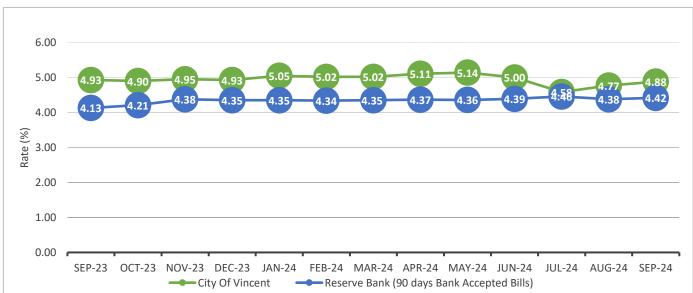
# CITY OF VINCENT INVESTMENT PERFORMANCE AS AT 30 SEPTEMBER 2024



### **INTEREST EARNINGS**

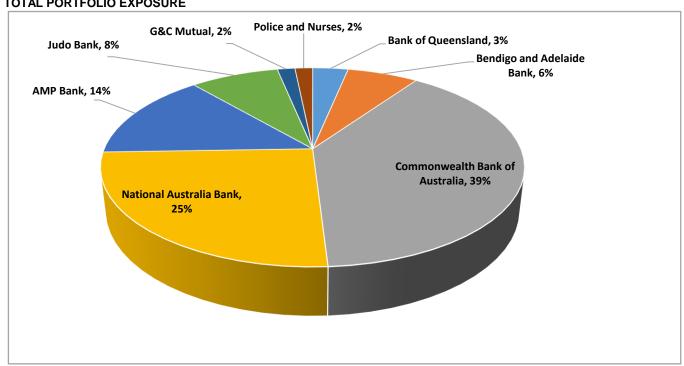


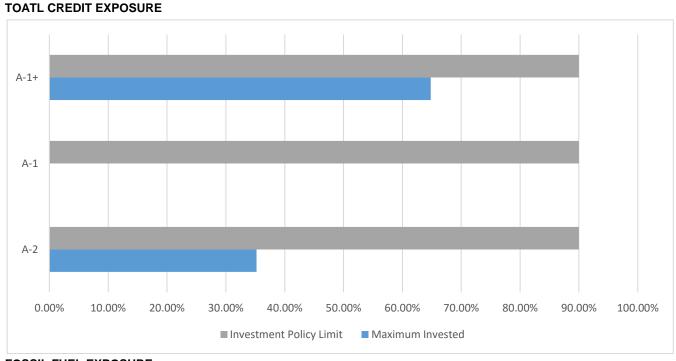
# INTEREST RATE COMPARISON

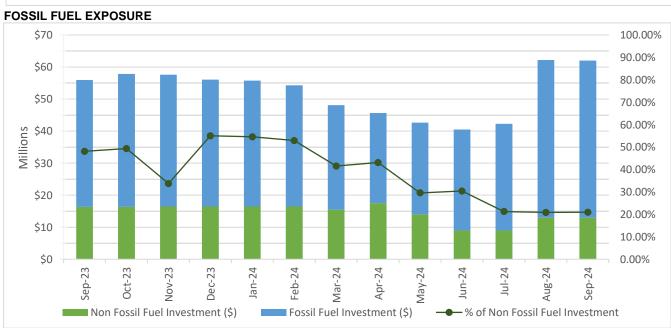


# **CITY OF VINCENT INVESTMENT POLICY COMPLIANCE AS AT 30 SEPTEMBER 2024**

### **TOTAL PORTFOLIO EXPOSURE**







#### 7.4 PROPOSED REPEAL OF POLICY NO. 1.2.8 - CORPORATE CREDIT CARDS

### Attachments: 1. Assessment of Policy - Corporate Credit Cards 1.

#### **RECOMMENDATION:**

That Council REPEALS the Policy No.1.2.8 - Corporate Credit Cards.

#### **PURPOSE OF REPORT:**

To seek approval to repeal Policy No. 1.2.8 - Corporate Credit Cards.

#### **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:**

The <u>Corporate Credit Cards Policy</u> was adopted on 23 January 2007 and last reviewed on 30 April 2019. It aimed to ensure compliance with legislation and best financial practices by effectively issuing and using corporate credit cards

The Policy was presented to Council Members though the monthly Policy Paper in August 2024 to seek any questions or comments on the outcome of the review and proposed repeal. No feedback was received.

#### **DETAILS:**

Considering the elements outlined in clause 1.3 of the <u>Policy Development and Review Policy</u>, this report recommends the repeal of the City of Vincent Corporate Credit Card Policy. The rationale behind this recommendation is grounded in the existing legislative framework, the robust Corporate Credit Card Procedure already in place, the overarching Purchasing Policy governing all transactions, and the current monthly reporting requirements ensuring transparency and accountability.

The repeal aims to streamline procedures, reduce administrative burdens, and ensure compliance with all relevant regulation. The City of Vincent historically maintained a Corporate Credit Card Policy, but a review of legislative requirements and internal procedures indicates that a standalone policy is no longer necessary.

Objectives of the existing policy are provisioned elsewhere. The City's Corporate Credit Card Management Procedure and Purchasing Policy governs the allocation, usage and reporting of all corporate credit card transactions.

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

Administration believes there is no longer a need for a documented City position.

#### Examples of current / best practice:

Administration reviewed the policies of 10 other metropolitan local governments, including all Inner-City local governments, and found that only 3 have a corporate credit card policy.

Additionally, advice from WALGA's Governance Team supports the view that a policy document is not required for the allocation and use of corporate credit cards, as this can be adequately governed by a documented procedure.

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#### An evaluation of policy requirement:

The findings of Administrations review of Policy No. 1.2.8 Corporate Credit Cards are as follows:

#### 1. No legislative requirement for a policy

There is no local government legislative mandate for a corporate credit card policy. The Local Government Act under section 6.5(a) mandates the Chief Executive Officer (CEO) to ensure proper accounts and records of transactions are kept in accordance with regulations.

The Local Government (Financial Management) Regulations 11(1)(a) and 13A specifically address corporate credit cards. Regulation 11(1)(a) requires the development of procedures for the authorisation and payment of accounts to ensure security and appropriate authorisations are in place for the use of credit cards.

Regulation 13A, introduced in September 2023, outlines the reporting requirements for credit card transactions to enhance transparency and accountability in local government.

#### 2. Current procedure document

The City of Vincent already has in place a comprehensive Corporate Credit Card Management Procedure that meets all the requirements of Regulations 11(1)(a) and 13A. This procedure document ensures that all credit card allocations and transactions are properly authorised, recorded and reported, providing effective security and compliance with legislative requirements. The procedures also specify the responsibilities, limits and controls placed on the use of credit cards to prevent misuse.

#### 3. Compliance with Purchasing Policy

All purchases, including those made with corporate credit cards, adhere to the City's Purchasing Policy, ensuring transparency, accountability, and compliance with laws and regulations.

#### 4. Transparency and accountability through monthly reporting

Monthly reporting to Council ensures oversight of corporate credit card spending, promoting transparency and accountability in the use of municipal funds.

#### **CONSULTATION/ADVERTISING:**

In accordance with the City's <u>Community and Stakeholder Engagement Policy</u>, repealed policies do not require consultation.

#### 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 City's <u>Policy Development and Review Policy</u> sets out the process for the development and review of the City's policy documents.

In alignment with the Council's Policy Development and Review Policy and established document hierarchy, the objectives of the policy are more appropriately addressed through an Internal Procedure.

#### **RISK MANAGEMENT IMPLICATIONS**

Low: The repeal of the policy is low risk. The management, issuance, and use of corporate credit cards are effectively governed by the City's Corporate Credit Card Management Procedure and the City's Purchasing Policy. Furthermore, monthly reporting to Council ensures oversight and maintains transparency in spending.

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#### 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 does not contribute to any environmental sustainability outcomes in the *City's Sustainable Environment Strategy 2019-2024*.

#### **PUBLIC HEALTH IMPLICATIONS:**

Repealing this Policy does not impact on the achievement of the City's Public Health Plan 2020-2025.

#### FINANCIAL/BUDGET IMPLICATIONS:

None.

#### **COMMENTS:**

The repeal of the City of Vincent Corporate Credit Card Policy is recommended due to the comprehensive Corporate Credit Card Procedure already in place, which meets all legislative requirements. The Purchasing Policy governs all purchases, including credit card transactions, ensuring compliance with budgetary constraints.

The reporting mechanism to Council provides transparency and accountability. Repealing this policy will streamline procedures, reduce administrative burden, and ensure compliance with all relevant regulations.

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#### **Assessment of Policy 1.2.8 Corporate Credit Cards**

**Impact of Policy Repeal**: There is no specific legislative requirement for a Council Policy. In alignment with the Council's Policy Development and Review Policy and established document hierarchy, the objectives of the policy are more appropriately addressed through an Internal Procedure.

The recommendation to repeal this policy is grounded in the existing legislative framework, the robust Corporate Credit Card Management Procedure already in place, the overarching Purchasing Policy governing all transactions, and the current monthly reporting requirements ensuring transparency and accountability.

No.	Current Clause	Impact of Policy revocation
1.	PURPOSE	No impact – the City's Corporate Credit Card Management Procedure aligns with this clause and clearly outlines the purpose of the procedure.
	To ensure legislative compliance and financial good practice are met through the effective	
	issue and use of corporate credit cards.	
2.	OBJECTIVES	No impact – the City's Corporate Credit Card Management Procedure aligns with this clause and outlines the objectives.
	To ensure that adequate controls exist for the issue	,
	of corporate credit cards and outline the appropriate use of corporate credit cards by the	
	City's officers.	
	The use of corporate credit cards shall only be	
	approved if there is a demonstrated need and advantage to the City. This may include:	
	reduction of time spent on paper-based ordering and payments;	
	b. reduction of administrative costs;	
	<ul> <li>reduction of the number of payments processed per month:</li> </ul>	
	d. facilitating regular on-line fixed subscriptions for services such as internet service providers;	
	e. timely remittance of payments to suppliers resulting in better customer service; and	
	f. facilitating payment in emergency situations.	

No.	Current Clause	Impact of Policy revocation
3.	POLICY OWNER	No impact – The management of corporate credit cards remains the
		responsibility of the Manager of Financial Services and the Executive Director
	Manager Financial Services	of Community and Business Services / CFO.
4.	RELATED DOCUMENTS	No impact – the City's Corporate Credit Card Management Procedure aligns
		with this clause and identifies the updated and relevant documents.
	Administrative Procedure 1.2.8 – Corporate	
	Credit Cards;	
	Credit card cardholder agreement;	
	City's Policy No. 1.2.3 – Purchasing Policy; and	
	Local Government (Financial Management)	
	Regulations 1996.	
5.1	POLICY STATEMENT	No impact – Item 1 of the City's Corporate Credit Card Management Procedure
	Applications for corporate credit cards and	aligns with this clause and outlines the application process, maximum limit
	approval	determination, and approval procedures.
	All applications for a comparate gradit gord shall	
	All applications for a corporate credit card shall be approved by the Executive Director	
	Corporate Services or the Chief Executive	
	Officer;	
	the Executive Director Corporate Services or	
	the Chief Executive Officer will determine the	
	conditions for use, maximum credit limit and	
	credit limit for individual transactions; and	
	In the case of the Chief Executive Officer, the	
	Mayor shall approve the application and	
	determine the conditions for use and maximum	
	credit limit and credit limit for individual	
	transactions.	
5.2	Issuing of corporate credit cards to Elected	No impact – Item 2 of the City's Corporate Credit Card Management Procedure
	Members	aligns with this clause.
		Additionally, this is addressed by the <i>Local Government Act 1995</i> , which does
	The Local Government Act 1995 does not make	not provide for the issuance of credit cards to Elected Members.
	provision for the issuing of credit cards to Elected	
	Members. As such Elected Members shall not be	
	issued with a corporate credit card.	

No.	Current Clause	Impact of Policy revocation
5.3	Eligibility  The City may issue a corporate credit card to an employee that:  a. is an ongoing or fixed term employee of the City;  b. occupies a position that has a regular and demonstrated need to purchase goods and services; and  c. will comply with the conditions of use as stated in the City's credit card cardholder agreement, this policy and any relevant administrative procedure.	No impact – Item 3 of the City's Corporate Credit Card Management Procedure aligns with this clause and outlines the eligibility requirements for applying for a Corporate Credit Card.
5.4	Register  The Manager Financial Services will maintain a register of all corporate credit cards issued.	No impact – Item 3 of the City's Corporate Credit Card Management Procedure aligns with this clause and specifies the requirement to maintain a register, including the identification of staff responsible for its management.
5.5	Making Purchases  Credit cards shall only be used for purchasing goods and services on behalf of the City and done so in accordance with the City's Policy No. 1.2.3 - Purchasing Policy.	No impact – Item 6 of the City's Corporate Credit Card Management Procedure aligns with this clause and outlines the guidelines for making purchases, including adherence to the City's Purchasing Policy.
5.6	Misuse of corporate credit card  The following acts are considered misuse of a corporate credit card.  a. use of corporate credit cards for personal expenditure;  b. cash withdrawals;  c. personal entertainment purposes; and d. use of the card in conjunction with reward schemes, such as Fly Buys.  Misuse of the corporate credit card will result in the Chief Executive Officer withdrawing the authority to use the corporate credit card and taking appropriate	No impact – Item 5 and Item 6 of the City's Corporate Credit Card Management Procedure aligns with this clause and addresses the misuse of corporate credit cards.

No.	Current Clause	Impact of Policy revocation
	disciplinary action. Instances of alleged criminal or	
	fraudulent misuse shall be reported in accordance	
	with Part 3 of the Crime and Corruption Act.	
5.7	a. The cardholder must retain tax invoices and evidence of approval of expenditure to allow the validity of the purchase to be determined. This must be provided with the card statement to facilitate acquittal; and	No impact – Item 7 of the City's Corporate Credit Card Management Procedure aligns with this clause and outlines the reconciliation process.
	b. The Executive Director Corporate Services must approve all acquittals, except for the Executive Director Corporate Services' acquittal, which must be approved by the Chief Executive Officer.	
6.	ROLES AND RESPONSIBILITIES  Manager Financial Services:	No impact – The City's Corporate Credit Card Management Procedure aligns with this clause and clearly delineates the associated roles and responsibilities.
	maintain register of credit card holders and coordinate the credit card approval process; and	
	<ul> <li>develop and ensure compliance with good practice use of corporate credit cards processes.</li> </ul>	
	Executive Director Corporate Services and Chief Executive Officer:	
	approval of credit card applications and authorising payment acquittals.	

#### 7.5 BUDGET AMENDMENTS 2024/25

#### Attachments:

1. Budget Amendments 2024/2025 J

#### **RECOMMENDATION:**

- 1. That Council BY ABSOLUTE MAJORITY APPROVES the following amendments to the 2024/25 Annual Budget as shown in Attachment 1:
  - 1.1 A net decrease in the Operating result of \$735,585;
  - 1.2 A net increase in the Capital Expenditure Budget of \$786,984;
  - 1.3 A net increase in transfer from Cash Backed Reserves of \$445,809 with a closing balance of \$25,379,915; and
  - 1.4 A net increase in the closing surplus of \$1,037,878 resulting in a forecasted year end surplus at 30 June 2025 of \$1,187,352.

#### **PURPOSE OF REPORT:**

The purpose of this report is to consider and authorise proposed Budget Amendments for 2024/25, including amendments to the 2024/25 capital carry-forward items.

#### **BACKGROUND:**

During the 2024/25 annual budget preparation, an allowance was made to carry-forward funds for capital projects that will not be delivered in 2023/24. The value of the carry forwards was based on estimates of expenditure that would be unspent at 30 June 2024.

The Annual Financial Statements for the year ended 30 June 2024 have been being finalised and audited, therefore the estimated funds available to be carried forward can now be updated.

#### **DETAILS:**

The City has not undertaken a full First Quarter Budget Review this year. The budget amendments proposed in this report just relate to capital expenditure carry forward adjustments and known variances for brought forward financial assistance grant payments and a reduction in rent relating to the Belgravia Health & Leisure Group Pty Ltd lease.

A more detailed budget review will be undertaken as part of the Mid-Year Budget Review and presented to Council in March 2025.

#### **Capital Expenditure**

The 2024/25 budget includes a capital expenditure program totalling \$25,258,494 including carry-forward funding of \$3,415,299. Overall, capital expenditure for carry-forward projects as at 30 June 2024 was \$786,984 higher and the budget available in 2024/25 for these projects should now be increased accordingly.

Detail of all capital carry forward adjustments and the full capital expenditure budget is included in **Attachment 1**.

There is a net increase in cash-backed reserves of \$445,809, as per **Attachment 1**, resulting mainly from the adjustments for carry-forward capital projects.

An additional transfer to reserve adjustment is included for \$249,804 to replace the funds allocated to the Sullivan Logistics Stadium Project, approved by Council at the OCM on 17 September 2024.

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Capital grants, subsidies and contributions have decreased by \$158,006, primarily relating to the recognition of Federal Government Grant funding due to adjustments of carry-forward capital projects.

#### **Other Budget Adjustments**

The City received a higher than expected brought forward payment of \$1,294,204 in Federal Grant Funding on 28 June 2024. A reduction in grant funding of \$650,000 has been included in the 2024/25 budget to adjust for the higher brought forward payment in 2023/24.

At the OCM on 22 October 2024, Council approved a reduction in rent for the Belgravia Health & Leisure Group Pty Ltd lease. A reduction in fees and charges of \$85,585 has been included in the 2024/25 budget to account for the lower revenue.

#### **Opening Surplus**

The opening surplus of \$6,962,305 is based on the 2023/24 audited annual financial statements. In comparison, an estimated opening surplus of \$4,689,661 was originally proposed in the 2024/25 adopted annual budget. The additional surplus of \$2,272,644 mainly relates to the following:

- Higher brought forward 2024/25 Financial Assistance Grants of \$1,294,204 paid in 2023/24. An
  adjustment of \$650,000 is required to the 2024/25 budget to account for the higher brought forward
  payment.
- Capital expenditure carry-forward adjustments \$249,377.
- A decrease of \$1,542,913 in operating expenditure, representing 2.1% of the total actual operating
  expenditure for 2023/24. An adjustment to the surplus will be required at Mid-Year Budget Review as a
  result of the new Long Service Leave regulations that came into effect on 1 September 2024.

#### **Closing Surplus**

As detailed in the Statement of Financial Activity at **Attachment 1**, the revised budget forecast at 30 June 2025 is a closing surplus of \$1,187,352, representing an increase of \$1,037,878 from the adopted budget.

Due to the current focus on carry-forward adjustments and known variances, a more extensive review of operating and capital budgets will be performed during the mid-year budget review. At that time, recommendations will be provided to the Council regarding the most effective use of the revised closing surplus.

#### **CONSULTATION/ADVERTISING:**

Not applicable.

#### **LEGAL/POLICY:**

This budget review is performed as a matter of good governance and is not required by the Act or associated regulations. The review is in accordance with the functions of the CEO as set out in section 5.41 of the Act:

5.41(d) "manage the day to day operations of the local government."

#### Imposition of fees and charges

- (1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.
- \* Absolute majority required.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be
  - (a) Imposed\* during a financial year; and
  - (b) Amended\* from time to time during a financial year.

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<sup>\*</sup> Absolute majority required.

#### **RISK MANAGEMENT IMPLICATIONS**

Low:

Conducting this budget amendments ensures Council is aware of any proposed expenditure which varies from that in the approved budget.

#### 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 satisfied with the service we provide.

Our community is aware of what we are doing and how we are meeting our goals.

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

#### **SUSTAINABILITY IMPLICATIONS:**

The proposed Budget provides sufficient resourcing to deliver the City's sustainability initiatives.

#### **PUBLIC HEALTH IMPLICATIONS:**

Expenditure within this report facilitates various projects, programs and services that contribute to the priority health outcomes within the City's *Public Health Plan 2020-2025*.

#### FINANCIAL/BUDGET IMPLICATIONS:

The various budget amendments set out in this paper increases the budget surplus at 30 June 2025 from \$149,474 to \$1,187,352.

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#### CITY OF VINCENT BUDGET AMENDMENTS 2024/25 STATEMENT OF FINANCIAL ACTIVITY

	Annual Budget	Proposed Revised Budget	Budget Increase / Decrease	
	2024/25	2024/25	2024/25	
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	4,689,661	6,962,305	2,272,644	
Revenue				
Operating grants, subsidies and contributions	1,693,715	1,043,715	(650,000)	
Fees and charges	24,628,387	24,542,802	(85,585)	
Interest earnings	2,080,000	2,080,000	0	
Other revenue	1,332,125	1,332,125	0	
Profit on asset disposals	451,752	451,752	0	
Profit on Assets Held for Sale (TPRC Joint Venture)	3,750,000 33,935,979	3,750,000 33,200,394	(735,585)	
Expenses	(22.050.422)	(22.050.422)	0	
Employee costs Materials and contracts	(33,656,433) (24,802,697)	(33,656,433) (24,802,697)	0	
Utility charges	(1,968,786)	(1,968,786)	0	
Depreciation on non-current assets	(13,122,588)	(13,122,588)	0	
Interest expenses	(378,943)	(378,943)	0	
Insurance expenses	(801,318)	(801,318)	0	
Other expenditure	(881,243)	(881,243)	0	
Loss on disposal of assets	(13,043)	(13,043)	0	
.,	(75,625,051)	(75,625,051)	0	
Net Operating excluding Rates	(41,689,072)	(42,424,657)	(735,585)	
(Profit) on disposal of assets	(451,752)	(451,752)	0	
Loss on disposal of assets	13,043	13,043	0	
Depreciation and amortisation on assets	13,122,588	13,122,588	0	
Profit/loss on Assets Held for Sale - TPRC Joint Venture  Non-cash amounts excluded from operating activities	(3,750,000)	(3,750,000)	0	
Non-cash amounts excluded from operating activities	0,933,079	8,933,879	0	
Amount attributable to operating activities	(32,755,193)	(33,490,778)	0	
INVESTING ACTIVITIES				
Capital grants, subsidies and contributions	9,428,344	9,270,338	(158,006)	
Proceeds from disposal of assets	552,350	552,350	0	
Proceeds from Joint Ventures	3,750,000	3,750,000	(580,937)	
Purchase of property, plant and equipment Purchase and construction of infrastructure	(9,197,061) (16,061,433)	(9,777,998) (16,267,480)	(206,047)	
Amount attributable to investing activities	(11,527,800)	(12,472,790)	(944,990)	
FINANCING ACTIVITIES				
Principal elements of finance lease payments	(264,318)	(264,318)	0	
Repayment of long term borrowings	(1,498,010)	(1,498,010)	0	
Transfers to reserves (restricted assets)	(6,179,099)	(6,428,903)	(249,804)	
Transfers from reserves (restricted assets)	3,232,201	3,927,814	695,613	
Amount attributable to financing activities	(4,709,226)	(4,263,417)	445,809	
Net current assets - surplus/(deficit)	(44,302,558)	(43,264,680)	1,037,878	
Total amount raised from general rates	44,452,032	44,452,032	0	

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#### CITY OF VINCENT CAPITAL WORKS CARRY FORWARD ADJUSTMENTS BUDGET AMENDMENTS 2024/25

Description	Annual Budget 2025FY	Carry Forward Adjustments	Proposed Revised Budget	Commentary
Land and Building Assets				
Air Conditioning & HVAC Renewal				
Air Conditioning & HVAC Renewal - Admin	484,000	(440)		Carry Forward adjustments
Air Con & HVAC Renew - Miscellaneous Air Con/HVAC Renew - Mt Hawthorn Comm Centre (Leased)	91,570 100,000	-	91,570 100,000	
Leederville Oval - HVAC Renewal - East Perth Function Room	120,000	-	120,000	
Air Con & HVAC Renew - Library & Local History Centre	-	-	,	
Public Toilet Renewal Program				
Britannia Road Pavilion Toilets - Roof Resheeting	70,000	-	70,000	
BPLC - Construction of Indoor Changerooms				
BPLC - Construc & Fit Out Indoor Pool Changerooms	742,352	(3,843)	738,509	Carry Forward adjustments
Litis Stadium changeroom redevelopment				
Infrastructure Works - Litis Stadium	1,900,000	(140,079)		Carry Forward adjustments
Floreat Athena Clubrooom Refurbishment - Litis Stadium	221,653	(45,735)	175,918	Carry Forward adjustments
Beatty Park Leisure Centre - Facilities Infrastruc				
BPLC - Facilities Infrastructure Renewal BPLC - Pool Tiling Works	250,000	2,215	250,000	Corny Forward adjustments
BPLC - Eastern Side Grandstand - Water Ingress	6,848 350,000	2,215	350,000	Carry Forward adjustments
Grandstand	330,000	22,629		Carry Forward adjustments
		22,023	22,023	
Miscellaneous Asset Renewal (City Buildings) Misc Asset Renewal - City buildings	100,000	_	100,000	
Loftus - Gymnastics WA - Renew Fans and Ventilation	100,000	-		
Forrest Park Croquet - Kitchen Renewal	15,000	-	15,000	
City Buildings Painting Renewal	30,000	-	30,000	
Land and Building Asset Renewal Projects				
DLGSC - Lighting Renewal	243,302	-	243,302	
Lease Property Non Scheduled Renewal	101,500	-	101,500	
Library Renewals - Upgrades to Accessibility  Gym roof repairs (Leased Belgravia)	85,000 60,000	-	85,000 60,000	
Lift Renewal - Administration & Civic Centre	240,000	_		
Leederville Oval - Misc Buildings Renewal	12,436	_	12,436	
· ·	12,100		12,100	
Administration Centre Stage 1 - Accessibility (2024) Stage 2 - Customer Service and Foyer Renewal (2025)	300,000	-	300,000	
Loftus - Gymnastics WA - Roof Renewal	100,000	-	100,000	
Mt Hawthorn Com Centre - Roof Renewal	200,000	-	200,000	
DLGSC - Renew balcony tiling and waterproofing North Perth Bowling Club - conversion of bowling green	35,000 66,000	-	35,000 66,000	
	00,000		00,000	
Water and Energy Efficiency Initiatives Water and Energy Efficiency Initiatives	50,000	_	50,000	
Land & Building Assets Total	6,074,661	(155,253)	5,919,408	_
	0,014,001	(100,200)	3,313,400	
Furniture & Equipment Assets				
Beatty Park Leisure Centre - Furniture & Equipment BPLC - Non Fixed Assets Renewal	405.000		405.000	
BPLC Non-Infrastructure Fixed Asset Renewal	195,000 100,000	-	195,000 100,000	
	100,000	_	100,000	
ICT Renewal Program ICT Infrastructure Renewal	120,000		120,000	
	120,000	-	120,000	
Public Arts Projects COVID-19 Artwork relief project	107,500	39.250	1/16 750	Carry Forward adjustments
	107,500	J8,23U	140,750	Carry i Orward adjustments
Miscellaneous Asset Renewal (City Buildings)	10.055		40.000	
Furniture and Equipment Renewal - (Admin, Library and Depot)	40,000	-	40,000	
Parking Machines Asset Replacement Program				
Parking Infrastructure Renewal Program	226,012	-	226,012	
Accessible City Strategy Implementation Program				
Accessible City Strategy Implementation - Capex for future years				
subject to Cash-in Lieu Reserve Funds received	-	56,362	56,362	Carry Forward adjustments
Furniture & Equipment Assets Total	788,512	95,612	884,124	
Plant & Equipment Assets				
Major Plant Replacement Program				
Heavy Fleet Replacement Program	1,320,000	465,000	1,785,000	Carry Forward adjustments
Fleet Management Program				
Light Fleet Replacement - Annual Allocation	-	-	-	
P1267 - Toyota Camry Hybrid 2.5Lt. Rego.1GUX039	50,000	-	50,000	
P1268 - Toyota Corolla Hybrid, 1GVG554	50,000	-	50,000	

P1270 - Toyota Corolla Hybrid 1GWG751, Ascent Hatch	50,000	_	50,000	
P1271 - Toyota Corolla Hybrid 1GWG752, Ascent Hatch	50,000	_	50,000	
P1272 - 1GWH072, Nissan LEAF EV 18MY, Artic White/Black	50,000	_	50,000	
P1273 - 1GWH073, Nissan LEAF Ev 18MY	50,000	_	50,000	
P1281 - HYUNDI - Ioniq EV Hatch - 1HCJ354 Rangers	50,000	-	50,000	
P1282 - Toyota Corolla Sedan Hybrid - 1HDR934	50,000	_	50,000	
P1289 - Kluger Hubrid Wagon 1HNG494	65,000	-	65,000	
P2186 - Fiat Dobl 1.6L MTA SWB\LR VAN Diesel - 1GEA133	50,000	_	50,000	
P2193 - Nissan Navara 4x2 - 1GQG990	50,000	_	50,000	
P2212 - Nissan Navara 4X DSL Auto DC RX - 1HCO126	50,000	_	50,000	
P2213 - Renaul Kangaroo 1HIY67	50,000	_	50,000	
P2215 - NAVARA 4X2 1HK0697	50,000	_	50,000	
P4006 - Polmac Box Trailer - 8WM071	3,000	_	3,000	
P4009 - Box Trailer - 8WL891	3,000	_	3,000	
P4020 - Trailer - OWE691 P4020 - Trailer - Polmac 7x4 - 1THI414	5,000		5,000	
P4022 - Trailer - Polmac 7x4 Tipper - 1THR345	5,000	_	5,000	
P4026 - Trailer - 6 X 4 Tradesman - 1TIX236	7,500		7,500	
P4029 - Trailer 6X4 14inch One Door 1TNN265	5,000	-	5,000	
P4030 - Trailer 8X6 2 tonner Flat Top	5,000	-	5,000	
The state of the s		-		
P4032 - Tailer 6x4 Galvanized Import - 1TQH625	5,000	-	5,000	
P4035 - 7x4 Cage Trailer with ramp 1TSS280	5,000	•	5,000	
P2171 - Toyota Corolla Hybrid Hatch	25,000	-	25,000	
P2209 - VW Caddy Maxi TDI250	69,894	-	69,894	
P2200 - VOLKSWAGEN Caddy Maxi TDI250	69,894	-	69,894	
P1279 - Toyota Camry Hybrid SL	28,000	-	28,000	
P2212 - Nissan Navara 4x DSL	45,000	-	45,000	
P1286 - Corolla Sedan Hybrid 1HKS151	-	-	-	
Artlets				
	47.000	0.400	00.000	Corny Econyard adjustm==+=
Artlets - Public Art - Sculpture	17,600	2,400	20,000	Carry Forward adjustments
Miscellaneous				
Belgravia / Loftus Rec Centre - Purchase of Gym Equipments	-	156,813	156.813	Carry Forward adjustments
Weather Stations and Soil Moisture Probes	-	16,365		Carry Forward adjustments
			,	,
DI 105 I ITI	2 222 222	0.40 550	0.074.400	
Plant & Equipment Total	2,333,888	640,578	2,974,466	
Infrastructure Assets				
Robertson Park Development Plan - Stage 1				
Robertson Park Stage 1A - Tennis Centre	350,000	28,015	378 015	Carry Forward adjustments
Greening program - Robertson Park	-	15,283		Carry Forward adjustments
5. 5				carry r orward adjustments
Robertson Park Stage 1B/1C - Tennis Centre	1,579,000	-	1,579,000	
Robertson Park Stage 1B - Contingency	-	-		
	50.000	(04.074)	00.000	O
Robertson Park Stage 1A - Contingency	50,000	(21,071)	28,929	Carry Forward adjustments
	50,000	(21,071)	28,929	Carry Forward adjustments
MISCELLANEOUS		(21,071)		Carry Forward adjustments
	50,000 450,000	(21,071)	28,929 450,000	Carry Forward adjustments
MISCELLANEOUS		(21,071)		Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park Parks Fencing Renewal Program	450,000	(21,071)	450,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing	450,000 30,000	-	450,000 30,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park Parks Fencing Renewal Program	450,000	(21,071)	450,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing	450,000 30,000	-	450,000 30,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program	450,000 30,000 50,000	-	450,000 30,000 50,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing	450,000 30,000	-	450,000 30,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program	450,000 30,000 50,000	-	450,000 30,000 50,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program  Parks Irrigation Upgrade & Renewal Program	450,000 30,000 50,000 185,500	-	450,000 30,000 50,000 185,500	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program  Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40	450,000 30,000 50,000	-	450,000 30,000 50,000	Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical	450,000 30,000 50,000 185,500 45,000		450,000 30,000 50,000 185,500 45,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program  Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal	450,000 30,000 50,000 185,500 45,000 120,826	-	450,000 30,000 50,000 185,500 45,000 119,386	Carry Forward adjustments  Carry Forward adjustments
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bores No 24 and 29	450,000 30,000 50,000 185,500 45,000 120,826 90,000		450,000 30,000 50,000 185,500 45,000 119,386 90,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bores No 24 and 29 Robertson Park - renew groundwater bore No 31	450,000 30,000 50,000 185,500 45,000 120,826		450,000 30,000 50,000 185,500 45,000 119,386	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000		450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000		450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000		450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 75,000	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 120,000 75,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 31 Gladstone St Res - renew groundwater bore and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 170,000		450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 120,000 75,000 75,000 170,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 75,000 170,000 250,000	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 170,000 250,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 31 Gladstone St Res - renew groundwater bore and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 170,000	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 120,000 75,000 75,000 170,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install inor filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 75,000 170,000 250,000	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 170,000 250,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bores No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 75,000 170,000 250,000 90,000	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing  Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore South) No 40 Keith Frame Res - renew groundwater bore South Sou	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 170,000 250,000 90,000	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 120,000 75,000 170,000 250,000 90,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street South Bound	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 75,000 170,000 250,000 90,000	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program  Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet Install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street South Bound MRRG - Powis Street EB	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs - MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street EB MRRG - Bulwer Street EB	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 120,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street South Bound MRRG - Powis Street EB MRRG - Angove Street EB MRRG - Angove Street EB	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program  Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore hoa 1d Gladstone St Res - renew irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet install iron filter Forrest Park - upgrade irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street South Bound MRRG - Powis Street EB MRRG - Angove Street EB MRRG - Leederville Pde	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 120,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 120,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street South Bound MRRG - Powis Street EB MRRG - Bulwer Street EB MRRG - Leederville Pde MRRG - Guildford Rd EB	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program  Parks Irrigation Upgrade & Renewal Program  Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore hoa 1d Gladstone St Res - renew irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet install iron filter Forrest Park - upgrade irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street South Bound MRRG - Powis Street EB MRRG - Angove Street EB MRRG - Leederville Pde	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore (south) No 40 Keith Frame Res - renew groundwater bore No 31 Gladstone St Res - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs - MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street EB MRRG - Bulwer Street EB MRRG - Bulwer Street EB MRRG - Guildford REB  Road Maintenance Programs - Local Road Program	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bore No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street EB MRRG - Bulwer Street EB MRRG - Angove Street EB MRRG - Angove Street EB MRRG - Guildford Rd EB  Road Maintenance Programs – Local Road Program Annual Local Roads Program - bgt to be split	450,000  30,000 50,000  185,500  45,000  120,826 90,000 50,000 170,000 250,000 90,000  95,285 185,689 231,132 221,892 376,002	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892 376,002	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Footpath Upgrade and Renewal Program Parks Irrigation Upgrade & Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bores No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore and electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet install iron filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Bardy Street EB MRRG - Angove Street EB MRRG - Leederville Pde MRRG - Guildford Rd EB  Road Maintenance Programs – Local Road Program Annual Local Roads Program - bgt to be split LRP - Melrose St - Oxford St to Leicester St	450,000 30,000 50,000 185,500 45,000 120,826 90,000 50,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892 376,002	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 75,000 75,000 170,000 250,000 90,000 95,285 185,689 231,132 221,892 376,002	
MISCELLANEOUS Temporary at-grade car park  Parks Fencing Renewal Program Shakespeare St Res - renew perimeter fencing Jack Marks Reserve - renew perimeter fencing Footpath Upgrade and Renewal Program Britannia Reserve - renew groundwater bore (south) No 40 Keith Frame Res - renew ground irrigation system and electrical cubicle and bore renewal Hyde Park - renew groundwater bores No 24 and 29 Robertson Park - renew groundwater bore No 31 Gladstone St Res - renew irrigation, elec cabinet and ground water bore Ellesmere St Res - renew groundwater bore & electrical cabinet Brentham St Res - renew groundwater bore and electrical cabinet Install in filter Forrest Park - upgrade irrigation system and electrical cabinet Litis Stadium - Inground Irrigation Renewal  Road Maintenance Programs – MRRG Annual MRRG Program - bgt to be split MRRG - Brady Street EB MRRG - Brady Street EB MRRG - Leederville Pde MRRG - Guildford Rd EB  Road Maintenance Programs – Local Road Program Annual Local Roads Program - bgt to be split LRP - Melrose St - Oxford St to Leicester St LRP - Stamford St - Melrose Street to Freeway Off Ramp	450,000  30,000 50,000  185,500  45,000  120,826 90,000 50,000 170,000 170,000 250,000 90,000  95,285 185,689  231,132 221,892 376,002  159,830 86,845	(1,440)	450,000 30,000 50,000 185,500 45,000 119,386 90,000 50,000 120,000 75,000 75,000 90,000 90,000 93,285 185,689 231,132 221,892 376,002 159,830 86,845	
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LRP - Broome Street - Beaufort St to Smith St	181,555	-	181,555	
LRP - Glebe Street - View St to Alma Rd	88,165	-	88,165	
LRP - Raglan Rd - Fitzgerald St to Norfolk St LRP - Forrest Street - Norfolk St to William St	145,695	-	145,695	
LRP - Forrest Street - Norlolk St to William St  LRP - Forrest Street - William St to Walcott St	164,890 112,910	-	164,890 112,910	
LRP - Glendower Street - William St to Fitzgerald St	112,510	_	112,510	
LRP - Monmouth Street - William St to York St		_	-	
LRP - Bramall Street - E Parade to Joel Tce		-	-	
LRP - Chamberlain Street - Loftus Street to Pennant Street	-	-	-	
LRP - Hardy Street - Howlett Street to Scarborough Beach Road	-	-	-	
LRP - Richmond Street - Oxford Street to Leicester Street	-			
LRP - Albert Street - Barnet Street to C LRP - Dunedin Street - Woodstock Street	-	104,182	104,182	Carry Forward adjustments
LRP - Pennant Street - Kadina Street to		-	-	
LRP - Stuart Street - Fitzgerald Street		-	-	
Parks Greening Plan Program				
Greening plan Post PSHB Restoration Works	150,000	-	150,000	
FOST FORD RESIDIATION WORKS	125,000	-	125,000	
Traffic Management Improvements				
Minor Traffic Management Improvements	337,850	(54,114)	283,736	Carry Forward adjustments
Barka Infrastructura Unarada & Banawai Braaram				
Parks Infrastructure Upgrade & Renewal Program				
Parks Infrastructure Upgrade & Renewal - BBQ provision	45,000	-	45,000	
Axford Park - replace flag poles	10,000	-	10,000	
Accessible City Strategy Implementation Program				
Wayfinding Implementation Plan - Stage 1	126,800	_	126,800	
wayimung implementation Flan - Stage 1	1∠0,800	-	120,800	
Road Maintenance Programs – State Black Spot				
Blackspot - Broome/Wright, Highgate	150,000	68,994	218,994	Carry Forward adjustments
Blackspot - Brady Street & Tasman Street	-	-	-	
Road Maintenance Programs – Roads to Recovery				
Annual Roads to Recovery Program - bgt to be split	-	-	-	
R2R - Forrest St - Norfolk St to William St	-	-	-	
R2R - Harold St - Vincent St to Beaufort St	-	-	-	
R2R - Forrest St - Fitzgerald St to Norfolk St		-		
R2R - Albert Street - Tay St to Barnett St R2R - Brentham Street - Egina and Raglan	123,769	-	123,769	
R2R - Raglan Road - Hutt to Hyde Street	109,971		109,971	
R2R - Egina Street - Scarborough Beach Road to Ber	109,371	-	103,371	
Public Open Space Strategy Implementation Plan				
Public Open Space Strategy Implementation	30,600	-	30,600	
Birdwood Square - Public Toilets	44,306	(19,611)	24,695	Carry Forward adjustments
Birdwood Square upgrades - POS elements	59,530	-	59,530	
Parks Lighting Renewal Program				
Lighting Renewal Program - General Provision	50,000		50,000	
Lighting Renewal Program - General Provision	30,000	-	30,000	
Community Safety Initiatives				
Laneway Lighting Program	83,200	-	83,200	
Banks Reserve Master Plan Implementation				
Walter's Brook Crossing	247,000	1,475	248,475	Carry Forward adjustments
General landscaping and park furniture/amenities	100,000	-	100,000	•
Boardwalk - Interpretation Node	15,000	2,569	17,569	Carry Forward adjustments
Gully Soak-well and Minor Drainage Improvement Pro				
Minor Drainage Improvement Pro	92,128	(4,235)	07 002	Carry Forward adjustments
Catchment Drainage Improvements	500,000	(4,235)	500,000	Jany i diwara adjustinents
Gully Soak Well Program	-	-	-	
Mt Hawthorn West Drain Improv – Stage 1	-	-	-	
Parks Eco-Zoning Program				
Monmouth Street	8,136	_	8,136	
Jack Marks Reserve - Eco-zoning	10,000	-	10,000	
Road Reserves - Eco-zoning	13,000	-	13,000	
Bourke Street Reserve - Eco-zoning	20,000	-	20,000	
Leake/Alma Street Reserve - Eco-zoning	7,000	-	7,000	
Blackford Street Reserve - Eco-zoning	-	-	-	
Parks Pathways Renewal Program				
Venables Park - re-asphalt existing bitumen pathways	E0.000	_	50,000	
	50,000	-		
Banks Reserve - re-asphalt existing bitumen pathways	50,000	-	50,000	
Car Parking Upgrade/Renewal Program				
				Transfer \$22k and C/F adjustments of \$8,564
Minor Capital Improv of City Car Parks (General Provision)	22,000	(22,000)	-	to HBF Carpark
Access and Inclusion (DAIP) – ACROD Parking Improve Program	30,000	-	30,000	
Accessibility audits and proposed project implementation	50,000	-	50,000	
Bus Shelter Penjacement and Pensyal Breaters				
Bus Shelter Replacement and Renewal Program Bus Shelters - Replace & Upgrade	40,000	_	40,000	
	40,000	-	40,000	
Parks Playground / Exercise Equipment Upgrade				

- Cotal	25,258,494	786,984	26,045,478	
nfrastructure Assets Total	16,061,433	206,047	16,267,480	_
Litis Stadium Litis Stadium Floodlights	-	10,000	10,000	Carry Forward adjustments
Sullivan Logistics Stadium Turf & Lighting Upgrade Sullivan Logistics Stadium Turf Upgrade Sullivan Logistics Stadium Lighting Upgrade	2,506,175 2,619,712	-	2,506,175 2,619,712	
Car Parking Upgrade/Renewal Program HBF Stadium Car Park	-	54,220	54,220	Carry Forward adjustments
Skate Space at Britannia Reserve  Mt Hawt Skate Park - Youth Skate Facility (Election Commitment)	188,000	(22,560)	165,440	Carry Forward adjustments
Street Lighting Renewal Program Street Lighting Upgrade Program	30,000	-	30,000	
Rights of Way Rehabilitation Program Rights of Way Rehab Program	126,000	-	126,000	
Bicycle Network Bicycle Network Bicycle Network - Travel Smart Actions	520,430 25,500	(9,429) (25)		Carry Forward adjustments Carry Forward adjustments
Hyde Park - water playground	-	-	-	
Leased Properties Margaret Kindy - Playground Equipment and Softfall Renewal Braithwaite Park - playground and soft fall replac (south) Lynton St Res - Renew/rep playground equipment	100,000	85,793	100,000 85,793	Carry Forward adjustments
Birdwood Square - Renew Playground Equipment and Softfall	170,000	-	170,000	
Beatty Park Reserve - Renew Playground Equipment and Softfall	170,000		170,000	
Auckland & Hobart St Reserve - replace shade sails	25,000	-	25,000	
Hyde Park - renew playground and softfall (east)	150,000	_	150,000	
Britannia Reserve - replace exercise equipment  Edinboro St Res - repl playground equipment and soft fall	80,000 160,000	-	80,000 160.000	

#### CITY OF VINCENT CASH BACKED RESERVES BUDGET AMENDMENTS 2024/25

Reserve Particulars	Annual Budget	Proposed Budget	Annual Budget	Proposed Budget	Net Change	Annual Budget	Proposed Budget	Net Change	Annual Budget	Proposed Budget
	Opening	Opening	Transfers	Transfers	Transfers	Transfers	Transfers	Transfers	Closing	Closing
	Balance	Balance	to Reserve	to Reserve	to Reserve	from Reserve	from Reserve	from Reserve	Balance	Balance
	1/07/2024	1/07/2024	30/06/2025	30/06/2025	30/06/2025	30/06/2025	30/06/2025	30/06/2025	30/06/2025	30/06/2025
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Asset Sustainability Reserve	9,171,284	9,406,909	1,719,902	1,969,706	249,804	(2,209,820)	(2,650,608)	(440,788)	8,681,366	8,726,008
Beatty Park Leisure Centre Reserve	241,529	273,462	8,772	8,772	0	(85,000)	(85,000)	0	165,301	197,234
Cash in Lieu Parking Reserve	884,575	1,014,538	32,029	32,029	0	(576,800)	(633,162)	(56,362)	339,804	413,405
Hyde Park Lake Reserve	177,411	175,492	6,481	6,481	0	0	0	0	183,892	181,973
Land and Building Acquisition Reserve	326,965	323,439	11,944	11,944	0	0	0	0	338,909	335,383
Leederville Oval Reserve	76,166	107,344	2,782	2,782	0	(75,344)	(75,344)	0	3,604	34,782
Loftus Community Centre Reserve	151,353	149,712	5,529	5,529	0	0	0	0	156,882	155,241
Loftus Recreation Centre Reserve	127,553	285,115	77,460	77,460	0	(60,000)	(216,813)	(156,813)	145,013	145,762
Office Building Reserve - 246 Vincent Street	218,963	216,638	7,999	7,999	0	0	0	0	226,962	224,637
Parking Facility Reserve	116,179	114,926	4,244	4,244	0	0	0	0	120,423	119,170
Percentage For Public Art Reserve	264,395	303,870	8,260	8,260	0	(125,100)	(166,750)	(41,650)	147,555	145,380
Plant and Equipment Reserve	137	138	0	0	0	(138)	(138)	0	0	(0)
POS reserve - General	1,412,485	1,409,951	52,055	52,055	0	0	0	0	1,464,540	1,462,006
POS reserve - Haynes Street	85,590	100,340	45,665	45,665	0	0	0	0	131,255	146,005
State Gymnastics Centre Reserve	153,448	152,078	19,137	19,137	0	(100,000)	(100,000)	0	72,585	71,215
Strategic Waste Management Reserve	272,617	271,472	110,097	110,097	0	0	0	0	382,714	381,569
Catalina Land Sales Reserve	6,051,245	6,022,134	3,972,533	3,972,533	0	0	0	0	10,023,778	9,994,667
Underground Power Reserve	2,578,960	2,551,268	94,210	94,210	0	0	0	0	2,673,170	2,645,478
	22,310,855	22,878,826	6,179,099	6,428,903	249,804	(3,232,202)	(3,927,815)	(695,613)	25,257,753	25,379,915

#### 7.6 ANNUAL REPORT 2023/24

## Attachments: 1. City of Vincent Annual Report 2023/24 1

2. CEO KPI Results Report 2023/24 J

#### **RECOMMENDATION:**

#### **That Council:**

- 1. ACCEPTS BY AN ABSOLUTE MAJORITY the City of Vincent Annual Report for the 2023/24 Financial Year included as Attachment 1 in accordance with Section 5.54(1) of the Local Government Act 1995;
- 2. CONVENES an Annual Meeting of Electors of the City of Vincent to be held at 7pm on Wednesday 11 December 2024 at the City of Vincent Administration and Civic Centre or Community Centre, in accordance with Section 5.27 of the *Local Government Act 1995*; and

#### 3. NOTES that:

- 3.1 The City of Vincent Annual Report may be subject to further formatting and styling, to be determined by the Chief Executive Officer prior to publication. The 2023/24 Financial Statements will be presented to Council as part of the recommendations of the Audit Committee and will be included in the Annual Report following adoption by Council; and
- 3.2 The Chief Executive Officer will give local public notice of the Annual Meeting of Electors to be held on 11 December 2024, and will make the report available on the City of Vincent website within 14 days pursuant to Sections 5.29 and 5.55 of the *Local Government Act* 1995.

#### **PURPOSE OF REPORT:**

For Council to accept the 2023/24 Annual Report and to convene the Annual General Meeting of Electors on 11 December 2024.

#### **DELEGATION:**

Section 5.54 of the *Local Government Act 1995* requires the Annual Report to be accepted by the local government no later than 31 December after that financial year.

#### **BACKGROUND:**

Each year Council is required to accept the City of Vincent Annual Report, the Annual Financial Statements and Auditor's certification of the account.

Following the acceptance, the Annual Report will be presented at the Annual General Meeting of Electors.

The Annual Report will also be available via the City's website and in hardcopy format at the City's Administration Centre and the Library.

Subject to Council approval the AGM will be held at 7pm on Wednesday 11 December 2024 at the City's Administration Centre.

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#### **DETAILS:**

The City of Vincent Annual Report is an important document through which the City communicates with its ratepayers, residents and community stakeholders. The report outlines progress made towards strategic objectives set out in the City's guiding strategic documents.

The financial statements have been accepted by the Audit Committee and will be included in the Annual Report prior to publication.

The Annual Report for 2023/24 is at **Attachment 1**. The attached version is low resolution and may be subject to formatting and styling changes to be determined by the Chief Executive Officer (CEO) prior to publication.

The Annual Report incorporates the CEO KPIs at Attachment 2 which is agreed each year between Council and the CEO.

The CEO's KPIs are publicly available on the City's website and incorporated in the annual update of the City's Corporate Business Plan.

#### CONSULTATION/ADVERTISING:

There is no legislative requirement for the City to consult on the Annual Report. The *Local Government Act* 1995 requires the Annual Report to be made available to members of the public prior to the Annual General Meeting.

Within 14 days of the Annual Report being accepted by Council, a copy will be uploaded to the City's website.

The AGM will be advertised via local public notice as required by section 5.29 of the *Local Government Act* 1995.

#### LEGAL/POLICY:

Section 5.53(1) of the *Local Government Act 1995* requires a Local Government to prepare an Annual Report for each financial year. Section 5.53(2)(f) of the *Local Government Act 1995* specifies that the Annual Report is to contain the financial report of the financial year and Section 5.53(2)(h) specifies that it must contain the Auditor's report for the financial year.

In accordance with Section 5.54(1) of the *Local Government Act 1995*, an Annual Report for the financial year is to be accepted by the Local Government no later than 31 December after that financial year.

Section 5.27 of the *Local Government Act 1995* requires an Electors' General Meeting to be held once every financial year on a day selected by the local government but not more than 56 days after the local government accepts the annual report.

Section 5.55 of the *Local Government Act 1995* requires that the CEO is to give public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government. The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government.

#### **RISK MANAGEMENT IMPLICATIONS**

Low: It is low risk for Council to adopt the 2023/24 Annual Report and ensures the compliance with the requirements of the *Local Government Act 1995*.

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#### STRATEGIC IMPLICATIONS:

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

#### Innovative and Accountable

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

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

#### **SUSTAINABILITY IMPLICATIONS:**

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

#### **PUBLIC HEALTH IMPLICATIONS:**

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

#### FINANCIAL/BUDGET IMPLICATIONS:

There are no finance or budget implications.

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# FORMER MAYOR'S MESSAGE

#### After 10 deeply rewarding years at the City of Vincent, 2023 was my last year on Council.

We made a flying start to 2023/24 as we played host to the biggest football tournament Perth had ever seen – the FIFA Women's World Cup Australia & New Zealand 2023<sup>TM</sup>

Thousands of fans visited Vincent and packed out the stands at HBF Park, and we saw girls and women joining our local soccer clubs in record numbers.

Leederville's potential as a high quality, transit orientated development was in the spotlight as we progressed a business plan for the proposed sale of portions of the City's two carparks in Leederville.

This will pave the way for new businesses and residents to bring greater vibrancy to our biggest town centre, as well as more parkland, laneways, a public square and multistorey carparking.

We adopted a planning framework for the uniquely creative Pickle District that requires developers to

prioritise cultural infrastructure for artists to help keep creative businesses thriving there.

Seventeen free community events were funded through our annual event sponsorship program.

Vincent expressed our support for the Uluru Statement from the Heart by working with our Boordiya Reference Group and community members ahead of the 2023 Referendum.

The community of Vincent showed their ongoing desire for reconciliation through our local booths and Vincent continues this important work and partnership with Aboriginal Elders, community and local businesses.

Our once-in-a-generation underground power project with Western Power commenced this year, with Western Power moving forward with detailed design work for the first stage. I am excited to watch our tree canopies flourish as this transformational project is rolled out.

In another major milestone, we received approval from Main Roads to make our neighbourhood streets safer and more liveable. Speed limits on all local roads across the City of Vincent will go to 40km/h – a first for WA!

I would like to thank my dedicated Council colleagues, CEO David MacLennan and Team Vincent for their highly positive and proactive approach to making things happen for the Vincent community.

It has been such a privilege to have served the fantastic Vincent community over the past decade.

EMMA COLE FORMER MAYOR

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# MAYOR'S MESSAGE

#### As a Vincent resident of many years, I am extremely grateful for the opportunity to serve as your Mayor.

I'd like to thank Emma Cole who was a progressive and inspiring Mayor and Councillor for 10 years. I wish her the best of luck for her future endeavours.

Since being elected in October 2023, the new Council has worked collaboratively with staff to deliver the projects and initiatives that matter most to our community.

We've been proactive in enhancing and protecting our trees, future planning for our town centres, upgrading essential infrastructure, hosting inclusive community events and tackling global issues like climate change at the local level. Our beautiful mature trees are one of the things that locals and visitors love about Vincent.

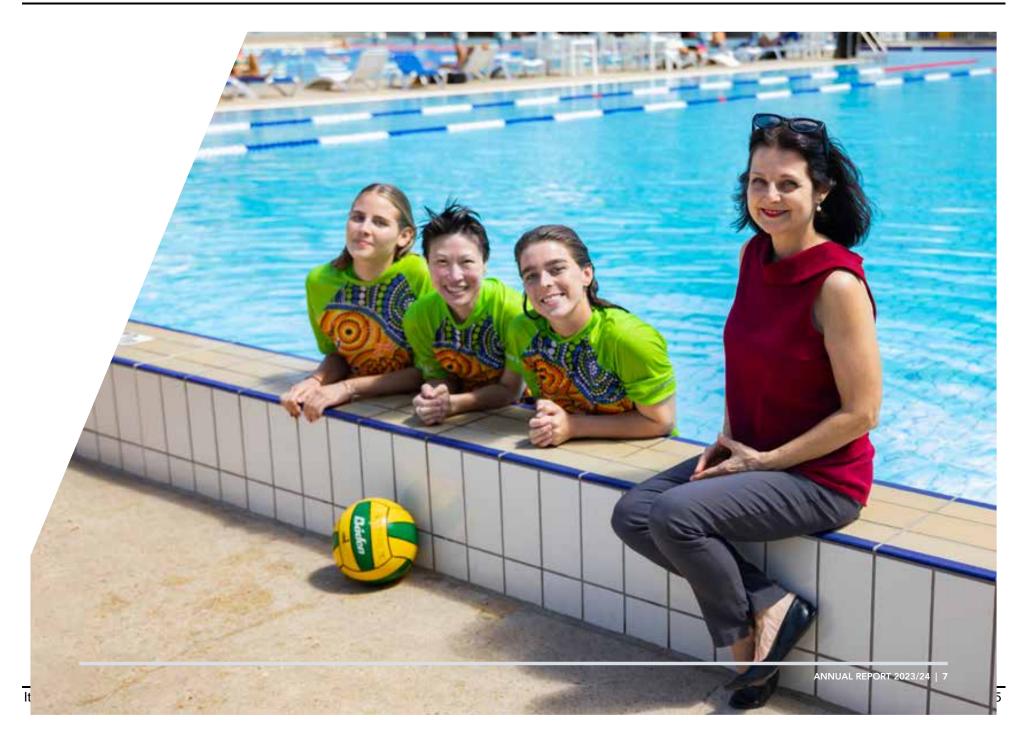
With our drying climate, unforgiving summer and the infestation of the polyphagous shot-hole borer (PSHB) in some parks and backyards, we have been working hard to preserve and increase our tree canopy.

In response to the devastating potential loss of dozens of trees at Hyde Park and hundreds of trees across Vincent due to PSHB, we started a reference group with experts and community members to guide the restoration and post treatment works.

We continue to work very closely with the Department of Primary Industries and Regional Development on implementing emerging treatment solutions.

Our goal is to eradicate the pest without removing trees unless it is absolutely necessary.

We're also working hard to ensure our ageing facilities are accessible for the whole community and are used by a diverse range of groups.





Major upgrades started at Beatty Park Leisure Centre, Sullivan Logistics Stadium (Leederville Oval), Litis Stadium, North Perth Bowling Club and Birdwood Square.

In 2025, a new accessible changeroom next to the indoor pool at Beatty Park will replace the old facility that has been closed for many years.

This comes after we undertook necessary remediation works of the tiles in the two outdoor pools.

As an iconic but ageing facility, we continue to invest in the ongoing maintenance of Beatty Park.

Works on our long-term project to construct a multisports changeroom at Litis Stadium and refurbish Floreat Athena's clubrooms started in January 2024. Thanks to joint State Government funding, we were able to deliver new toilets at the North Perth Bowling Club.

We started works on a new toilet and changeroom facility and began consulting our community on a new playground at Birdwood Square.

We also entered into an arrangement with the WA Education Department to allow Highgate Primary School to continue to use this City-owned green space.

Another core focus for this financial year was ensuring safe and accessible foothpaths and bike paths are available throughout the City.

We completed a number of footpath maintenance projects, including Ellesmere Street from Matlock Street to London Street, and upgraded new kerb ramps to ensure better access for people with disability and elderly people.

In addition, we renewed footpaths in West Perth, Perth, Mt Lawley and Mt Hawthorn.

Part of our long-term goal is having responsible plans in place for our town centres, with realistic visions, building heights and appropriate uses.

This will ensure high quality developments, improved amenity and better support for our local businesses.

We adopted new planning frameworks for the Pickle District and North Claisebrook in late 2023.

These areas are yet to reach their full potential and are prime destinations for transit-oriented developments given their proximity to the CBD and public transport routes.

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Community members came together to create visions and design the future of the Mt Hawthorn, North Perth, William Street and Beaufort Street town centres.

These planning frameworks will go a long way in facilitating future developments of town centres and enhancing the look and feel of local streets.

Over in Leederville, we are progressing a Major Land Transaction with Hesperia to develop The Avenue and Frame Court carparks.

The carparks will be transformed into apartments, accommodation, office, retail shops, food and beverage, community spaces and a new City-owned multi-storey public carpark.

We became the first local government in Australia to launch a GreenTrack priority assessment service for residential development applications.

This award-winning initiative will have a huge impact on our sustainability footprint in residential areas as we are seeing more energy efficient and environmentally friendly homes popping up.

GreenTrack is also a prime example of us tackling global issues such as climate change and working locally to reduce the impact on our neighbourhoods.

Our community is culturally diverse, and we are committed to not only celebrating significant dates across a range of cultural calendars but also continuing to strengthen our relationships with key community groups.

We collaborated with the Chung Wah Association and Perth Asian Community Centre to hold our first Multicultural Seniors Expo and saw in the Lunar New Year with a lion dance at Axford Park.

We continue to be a staunch ally of the LGBTQIA+ community, ensuring Vincent remains as a safe and welcoming place for all.

I have also been actively meeting residents, local groups, clubs and organisations as well as schools.

It has been an extremely rewarding journey so far, and I am keen to continue to work hard to deliver the best outcomes for the Vincent community.

ALISON XAMON MAYOR

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### CEO'S MESSAGE

This was another successful year at the City of Vincent as we continued to improve service delivery and made strong progress on our major projects and priorities.

We marked the transition in Council with the October 2023 local government elections.

We thanked former Mayor Cole, former Deputy Mayor Gontaszewski, Cr Loden and Cr loppolo for their enormous contributions to Council over many years.

And we welcomed new Mayor Alison Xamon, Cr Nicole Woolf, Cr Ashlee La Fontaine and Cr Sophie Greer.

The smooth Council transition was assisted by our strong long-term planning informed by the community's priorities in the Strategic Community Plan.

This report includes the progress we have made on Council's key strategic projects in the 2023/24 financial year. We are engaged in comprehensive planning for the City and our town centres to manage both the opportunities and challenges of a growing population and increasing density.

We had some big wins in our advocacy efforts around our Concrete Batching Plants relocation plan and the redevelopment of Sullivan Logistics Stadium (formerly Leederville Oval).

We delivered a major road safety outcome for our residents by lowering the speed limit from 50km/h to 40km/h on all our local roads.

We signed an agreement with Hesperia for the redevelopment of our major carparks in Leederville.

We also started the long fight against the destruction inflicted on our urban trees from the polyphagous shot-hole borer.

While we will sadly lose trees as a result of the infestation, we will be increasing our tree canopy as the roll-out of the whole of Vincent underground power program progresses.

We continue to improve our governance and financial management as evidenced by positive findings by the Office of the Auditor General.

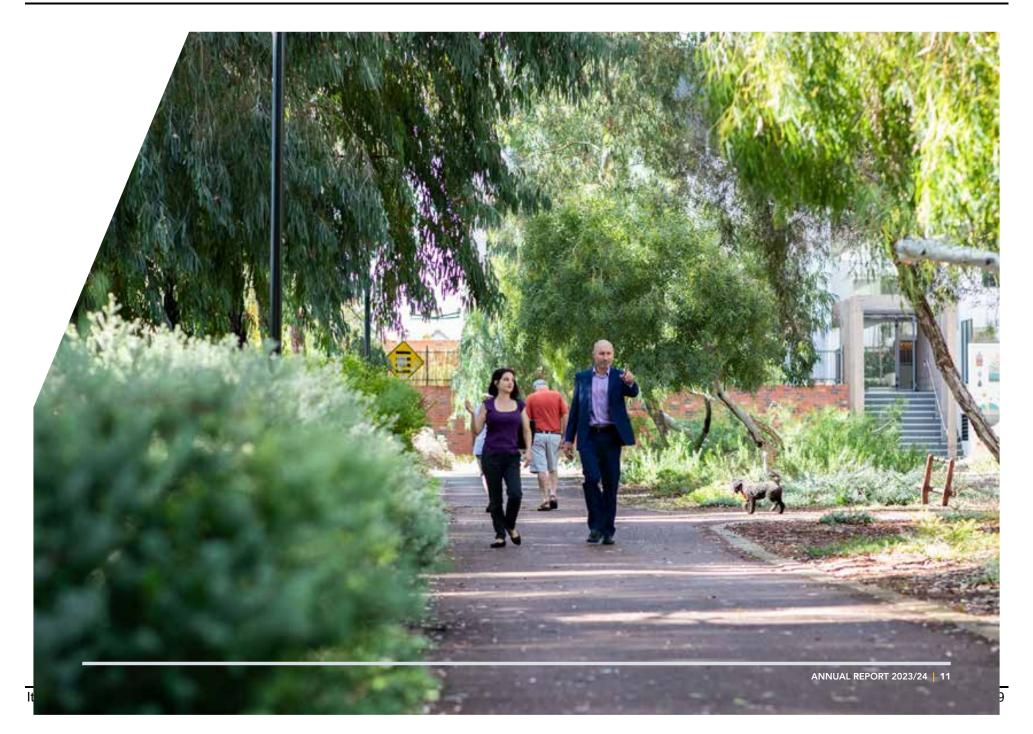
This ongoing improvement is underpinned by a comprehensive annual Service Delivery Review Program.

We move into the new financial year with confidence to keep improving our capacity and capability to deliver on an ambitious range of community services, projects and programs.

I am deeply grateful for the positive attitude of both Council and staff to work together to keep delivering these strong outcomes for our community.

I commend this report to you.

DAVID MACLENNAN CEO



## COUNCILLORS

**JULY 2023 – OCTOBER 2023** 



Mayor Emma Cole Elected Mayor 2017 – 2023

#### Committees:

- Chair of the CEO Performance Review Panel
- Metropolitan local government representative Western Australian Planning Commission (WAPC)
- WAPC Executive, Property and Finance Committee
- Deputy Chair of the State Emergency Management Committee

**SOUTH WARD** 



Cr Susan Gontaszewski (Deputy Mayor) Elected 2017 – 2023

#### Committees:

- City of Vincent Audit and Risk Committee
- Metro Inner-North Joint
   Development Assessment Panel
- CEO Performance Review Panel
- DevelopmentWA Midland Land Redevelopment Committee (alternate)



Cr Jonathan Hallett Elected 2017 – 2025

#### Committees:

- Tamala Park Regional Council (alternate)
- Metro Inner-North Joint Development Assessment Panel (alternate)
- Sustainability and Transport Advisory Group
- Reconciliation Action Plan Working Group



Cr Ashley Wallace Elected 2019 – 2023

#### Committees:

- Member representative of the Western Australian Local Government Association
- Tamala Park Regional Council
- Metro Inner-North Joint Development Assessment Panel
- City of Vincent Audit and Risk Committee
- Chair of the Safer Vincent Advisory Group



Cr Ross Ioppolo Elected 2021 – 2025

#### Committees:

- Deputy Chair of the City of Vincent Audit and Risk Committee
- CEO Performance Review Panel

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#### **NORTH WARD**



Cr Alex Castle Elected 2017 – 2025

#### Committees:

- Mindarie Regional Council
- CEO Performance Review Panel
- Arts Advisory Group
- Chair of the Children and Young People Advisory Group



Cr Ron Alexander Elected 2021 – 2025

#### Committees:

- Children and Young People Advisory Group
- City of Vincent Audit and Risk Committee



Cr Suzanne Worner Elected 2021 – 2023

#### Committees:

- Reconciliation Action Plan Working Group
- Chair of the Arts Advisory Group



Cr Dan Loden
Elected 2015 – 2023

#### Committees:

- Metro Inner-North Joint Development Assessment Panel (alternate)
- Deputy Chair of the Reconciliation Action Plan Working Group
- Chair of the Sustainability and Transport Action Group

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## **COUNCILLORS**

**OCTOBER 2023 – JUNE 2024** 



**Mayor** Alison Xamon Elected 2023 – 2027

#### Committees:

- Western Australian Local Government Association (WALGA)
- Chair of the CEO Review Panel
- Audit and Risk Committee
- Central Perth Redevelopment Committee

**SOUTH WARD** 



Cr Ashlee La Fontaine *Elected 2023 – 2027* 

#### Committees:

 Co-Chair of the Sustainability and Transport Advisory Group



Cr Jonathan Hallett Elected 2017 – 2025

#### Committees:

- City of Vincent Audit and Risk Committee
- CEO Review Panel
- Western Australian Local Government Association (WALGA)
- Metro Inner DAP (alternate)



Cr Ashley Wallace Elected 2019 – 2027

#### Committees:

- Catalina Regional Council
- Arts Advisory Group
- Co-Chair of the Sustainability and Transport Advisory Group
- Metropolitan Regional Road Sub Group (Central)



Cr Sophie Greer Elected 2023 – 2025

#### Committees:

Arts Advisory Group

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#### **NORTH WARD**



Cr Alex Castle (Deputy Mayor) Elected 2017 – 2025

#### Committees:

- Mindarie Regional Council
- CEO Review Panel
- Metro Inner Development Assessment Panel (DAP)
- City of Vincent Audit and Risk Committee



Cr Ron Alexander Elected 2021 – 2025

#### Committees:

- Western Australian Local Government Association (WALGA) (alternate)
- CEO Review Panel
- Deputy Chair of the City of Vincent Audit and Risk Committee



Cr Suzanne Worner Elected 2021 – 2027

#### Committees:

- Chair of the Arts Advisory Group
- Catalina Regional Council (alternate)



Cr Nicole Woolf Elected 2023 – 2027

#### Committees:

- Western Australian Local Government Association (WALGA) (alternate)
- Metro Inner DAP

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## STRATEGIC COMMUNITY PLAN VISION

**VIBRANT** 

**DIVERSE** 

**SUSTAINABLE** 

"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!"

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## **OUR VALUES**



#### **Engaging**

Listening, understanding and communicating is the key to our success.

#### Accountable

We work openly and transparently to earn our community's trust.

#### Making a Difference

Our work improves our community and the lives of our residents.

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## **OUR PRIORITIES**

Established through the Strategic Community Plan 2018 – 2028 and reinforced by community feedback when developing the Strategic Community Plan 2022 – 2032.

Our priorities continue to be a focus for the community now and into the future. No one priority is more substantial than another; each works in conjunction with the others to deliver on our community's overall vision.

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#### **Enhanced Environment**

The natural environment contributes greatly to our inner-city community. We want to protect and enhance it, making best use of our natural resources for the benefit of current and future generations.

#### **Accessible City**

We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.

#### **Connected & Healthy Community**

We are a diverse, welcoming and engaged community. We want to celebrate what makes us unique and connect with those around us to enhance our quality of life.

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#### **Thriving Places**

Thriving Places are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.

#### Sensitive Design

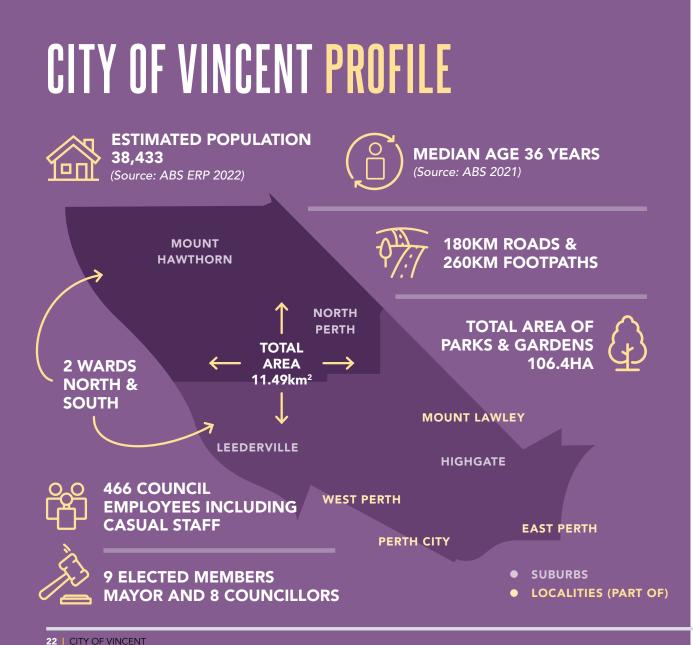
Design that 'fits in' to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identify and respond to specific local circumstances.

#### Innovative & Accountable

The City of Vincent has a significant role to play in supporting our community to realise its vision.

To achieve this, we will be an innovative, honest, engaged and responsible organisation that manages resources well, communicates effectively and takes our stewardship role seriously.

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## TOP PROJECTS FOR 2023/24



VINCENT UNDERGROUND POWER NETWORK



LEEDERVILLE CARPARK REDEVELOPMENT



BEATTY PARK LEISURE CENTRE



ROBERTSON PARK DEVELOPMENT PLAN



BANKS RESERVE MASTER PLAN



LEEDERVILLE OVAL CIVIC PRECINCT MASTER PLAN



BRITANNIA NORTH
WEST RESERVE
DEVELOPMENT PLAN



FIFA WOMEN'S WORLD CUP AUSTRALIA & NEW ZEALAND 2023™



MT HAWTHORN SKATE SPACE



40KM/H SPEED ZONES

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## STRATEGIC PROJECTS AT A GLANCE

NO.	STRATEGIC PROJECT	DESCRIPTION	SUMMARY
1	Vincent Underground Power Network	Convert distribution powerlines to underground power, delivering reliable and safe power while improving street appeal and allowing tree canopy to flourish.	Procurement for construction of the first project area North Perth/Mt Hawthorn underway. Network design for the next two project areas nearing completion.
2	Leederville Carpark Redevelopment	Redevelop The Avenue and Frame Court carparks.	Executed the Major Land Transaction agreements and worked with developer Hesperia on developing the project.
3	Beatty Park Leisure Centre	Repair and maintain the heritage grandstand and develop a long-term asset management program to guide the efficient maintenance and operation of the facility.	Completed retiling of two outdoor pools and general maintenance work at the facility.
4	Robertson Park Development Plan	Stage 1 – deliver multi-sports courts and tennis centre entrance upgrades.	Commenced construction works for the new multi-sports courts.
5	Banks Reserve	Stage 2 – deliver new public toilets, Walter's Brook Crossing, new picnic facilities, River Journeys interpretation node and complementary elements.	Started works on the interpretation node and signed a contract for the construction of Walter's Brook pedestrian bridge.
6	Leederville Oval Civic Precinct Master Plan	Develop the Leederville Oval Civic Precinct Master Plan.	The project has been rescheduled to commence in 2026 to allow time for the short-term upgrades to be completed on site.
7	Britannia North West Reserve Development Plan	Stage 1 – deliver Litis Stadium changeroom and clubroom upgrades.	Rolled out refurbishments to Floreat Athena Football Club's clubrooms and started on the changeroom development.
8	FIFA Women's World Cup Australia & New Zealand 2023™	Worked with FIFA, the State Government (Tourism WA) and VenuesWest on the logistics and approvals for the tournament at HBF Park.	Assisted with the logistics and approval processes, marketing for the event and commissioning artists to paint the mural.
9	Mt Hawthorn Skate Space	Construction of a skate park for beginner skaters.	Started construction works on the site at Britannia Reserve, off Egina Street.
10	40km/h speed zones	Dropped the speed limit from 50km/h to 40km/h on all local roads.	Main Roads WA completed installation of new speed signs on local roads.

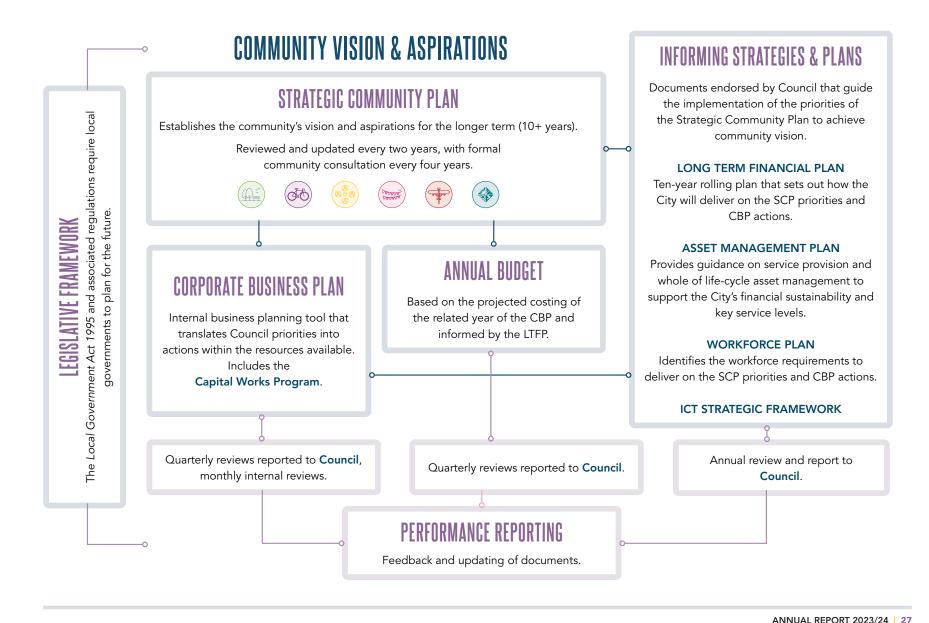
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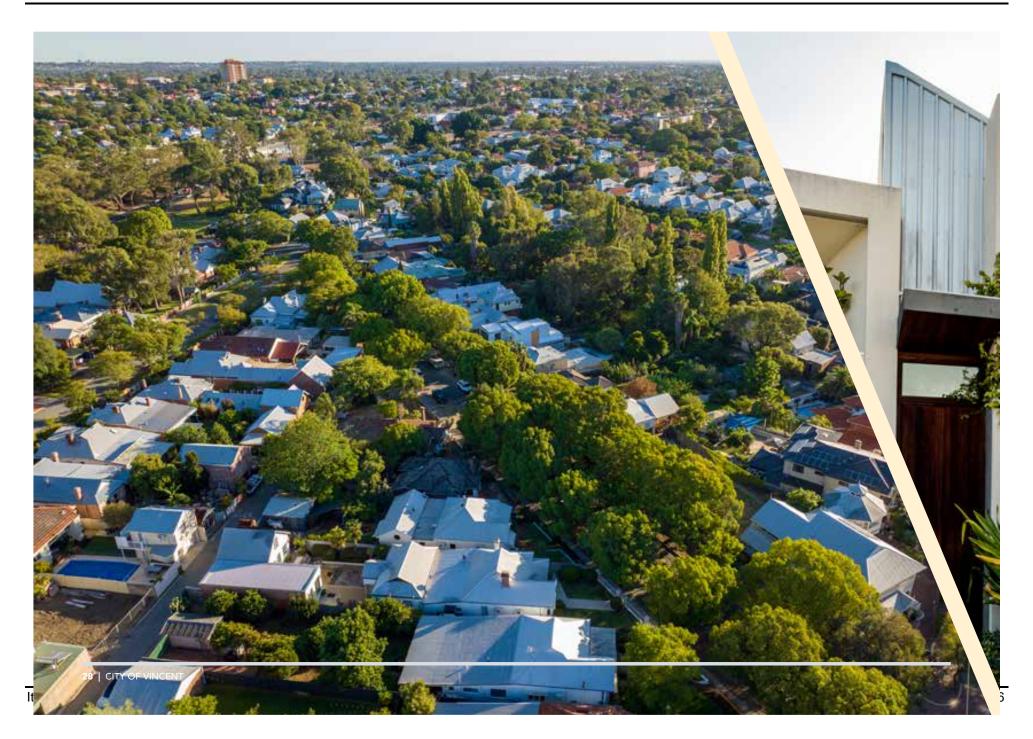


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## UNDERGROUND POWER

The City of Vincent is working with Western Power to underground all remaining electricity distribution powerlines across its suburbs.

Undergrounding power will transform Vincent's neighbourhoods, allowing tree canopy to flourish and making streets cooler and more walkable.

New light posts and LED street lighting will also be installed as part of the change, improving nighttime safety and amenity while saving on electricity costs.

Once complete, close to 16,000 properties will be connected to the new underground power network.

Undergrounding will be delivered through eight separate projects, each of which will require Council approval.

The order in which projects are to be delivered is determined by the age and condition of existing overhead distribution assets in each project area. Areas with the highest concentration of the oldest assets will be undergrounded sooner.

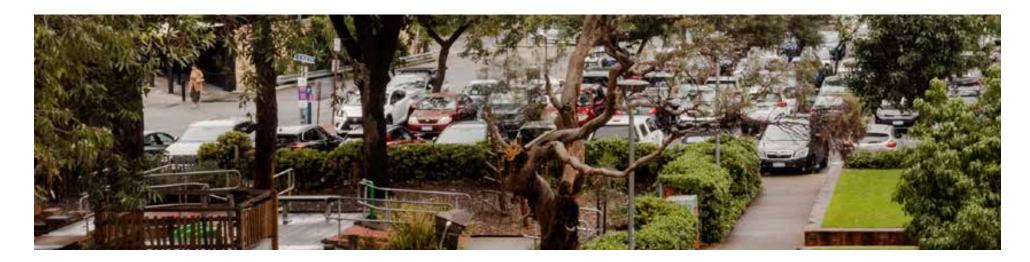
#### Highlights

- **Project area 1 North Perth/Mt Hawthorn:** Post-design review completed with procurement of a construction contract underway.
- Project areas 2 and 3 North Perth/Mt Lawley and Perth/Highgate: Network design near completion.

  Design review and construction tender to follow.
- Project area 4 Leederville: Procurement underway for network design.

30 | CITY OF VINCENT PROJECT SPOTLIGHT | UNDERGROUND POWER





#### **MAJOR LAND TRANSACTION**

## LEEDERVILLE CARPARK REDEVELOPMENT

After an extensive expression of interest process, the City of Vincent is progressing a Major Land Transaction with Hesperia to develop The Avenue and Frame Court carparks, which cover approximately 14,600m<sup>2</sup> of land in the Leederville Town Centre.

The two carparks will transform into high density, mixed-use developments and include multi-storey public carparking, most of which will be owned by the City.

#### Highlights

- At its 14 November 2023 meeting, Council proceeded with the Major Land Transaction for the reason it would improve the Leederville Town Centre.
- The Major Land Transaction documents were executed by the Mayor, Chief Executive Officer and Hesperia on 24 January 2024.
- Hesperia is contracted to deliver the development in line with their proposal, the Heads of Agreement and Council's Business Plan

Assets and Liabilities at 30 June 2024

The major land transaction relates to the lots that currently comprise The Avenue and Frame Court carparks at 1 The Avenue and 62 Frame Court, Leederville. Title information for the land out of which the three land parcels will be created is set out here.

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PROJECT SPOTLIGHT | LEEDERVILLE CARPARK DEVELOPMENT



AVENUE CAR PARK LAND				
Lot	Plan	Landgate Area m²	CT Vol / Fol	
33	53031	1,214	1696/605	
1	63619	1,135	2724/679	
8	880	374	1218/28	
9	880	374	1218/28	
10	880	301	1053/306	
25	24301	1,755	1246/990	
217	27936	640	2215/301	
301	31811	1,455	2128/547	
34	53032	386	1794/602	
36	61931	1,606	1833/196	

FRAME CAR PARK LAND				
Lot	Plan	Landgate Area m²	CT Vol / Fol	
27	450	2,453	1079/117	

PROJECT SPOTLIGHT | LEEDERVILLE CARPARK DEVELOPMENT

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The lots are to be subdivided by Hesperia into the following configuration.

#### The Avenue

Hesperia ownership:

- Lot 1 (4,326m² approximately)
- Lot 2 (2,508m² approximately)

City of Vincent ownership:

- Lot 3 to be used as road reserve (2,079m² approximately)
- The balance of Lot 1 and 33 (179m² approximately)



#### Frame Court

Hesperia ownership:

• Lot 1 (1,568m² approximately)

City of Vincent ownership:

- Lot 2 (1615m² approximately)
- Lot 3 to be used as road reserve (1,208m² approximately)
- The balance of Lot 27 and 28 (1,121m² approximately)



PROJECT SPOTLIGHT | LEEDERVILLE CARPARK DEVELOPMENT



The final land areas will be subject to final design and survey.

As at 30 June 2024, all of the land subject to the Major Land Transaction remains under ownership of the City of Vincent.

In line with the above, the Major Land Transaction proposes the progressive disposal of land as is, where is and with all defects and faults, with no representation or warranty being given. Hesperia is responsible for all costs of the development. There are no liabilities applicable to the City of Vincent.

#### Total income and expenditure

All income and expenditure for the transaction received or expended during the 2023/24 financial year is disclosed below. The expected cash flows included in the approved business plan are also set out below. These represent the proposed future state cash flows including rates, carparking and infringement revenue for the period covered by the City's current Corporate Business Plan.

	2024 Actual \$	2025 – 2028 Forecast \$	Total \$
Revenue	0	22,891,599	22,891,599
Expenditure	(338,557)	(1,194,347)	(1,532,904)
Capital expenditure	0	(118,805)	(118,805)
Surplus/Deficit	(338,557)	21,578,447	21,239,890

#### Total income and expenditure

	2024 Actual \$	2028 Forecast \$
Current assets	-	10,000,000
Non current assets	18,573,974	37,723,250
Total assets	18,573,974	47,723,250

PROJECT SPOTLIGHT | LEEDERVILLE CARPARK DEVELOPMENT

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## 40KM/H SPEED ZONES

Speed limits on all Vincent local roads dropped from 50km/h to 40km/h after years of trials, advocacy and consultation.

The change supports our Accessible City Strategy and is a step towards creating a connected, people-first community, where getting around is safe, easy, environmentally friendly and enjoyable.

The new speed limit applies to local access roads only. Distributor roads and main corridors are not affected.

Some benefits of slower speeds include:

- better and safer interaction between drivers, pedestrians and cyclists
- more attractive and connected communities
- reduced risk of trauma in an accident at slower speeds
- lower fuel consumption which in turn lowers greenhouse gas emissions
- less noise pollution

Vincent will continue to work with its fellow Perth Inner City Group member councils to extend the 40km/h speed zones throughout the inner-city area.

Other speed changes included the reduction from 60km/h to 50km/h on Vincent Street, between William and Beaufort Streets, and from 60km/h to 30km/h on Newcastle Street, between Oxford and Loftus Streets.

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## GREENTRACK

The City of Vincent was the first local government in Australia to launch a GreenTrack priority assessment service for residential development applications.

The service encourages more people to construct energy and resource efficient homes with environmentally sustainable design principles.

As part of the service, applicants who submit a Life Cycle Assessment with any single house or grouped dwelling proposal will be able to have their application prioritised for assessment and will be eligible for a reimbursement of the Life Cycle Assessment cost.

Applicants can also receive a free one-hour consultation with a member of Vincent's Design Review Panel.

The initiative is aligned with the Enhanced Environment and Sensitive Design priorities in the Strategic Community Plan 2022 – 2032.

PROJECT SPOTLIGHT | GREENTRACK

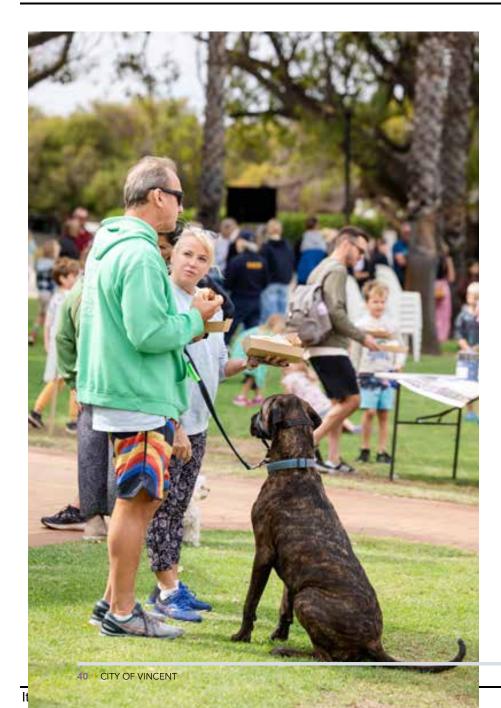
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# TEAM FUNCTIONS & STRATEGIES

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#### STRATEGY & DEVELOPMENT DIRECTORATE

- **Development and Design** work together as a team to create and maintain vibrant and sensitively designed places to support the wellbeing and growth of the community.
- **Urban Design and Strategic Projects** drive community-focused change through designing great places, fostering innovation and supporting environmentally sustainable practices.
- Public Health and Built Environment support the wellbeing of the community by monitoring risks and achieving safety, amenity and public health deliverables, in line with planning, building and health objectives.
- Corporate Strategy and Governance facilitate strategic, compliant and sustainable decision making and outcomes.

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## SERVICE AREA PROFILES

**CHIEF EXECUTIVE OFFICER** 

**MAJOR PROJECTS UNIT** 





#### **INFRASTRUCTURE & ENVIRONMENT DIRECTORATE**

- Rangers Services make Vincent a safe place for all creatures great and small.
- **Engineering** create safer roads for pedestrians cyclists and vehicles through sustainable measures.
- Parks maintain and enhance our public open space to provide a sustainable green environment for the community.
- Waste and Recycling deliver the Vincent's Waste Strategy Projects, with the Vision of Zero Waste to Landfill by 2028.
- Community Facilities provide places and opportunities for our community to prioritise their literacy, learning, health and social connections.
- City Buildings and Asset Management build, enhance and maintain community facilities and capture and manage asset data to be used to inform good decision making.

#### **COMMUNITY & BUSINESS SERVICES DIRECTORATE**

- Communications and Engagement communicate and engage authentically and consistently to build and strengthen community connections.
- Financial Services and Project Management Office provide high performing agile finance function, delivering value through innovative financial and commercial solutions, strategic alignment and business partnering.
- Human Resources attract, develop and retain talent. Create an
  environment where our people feel safe, can grow as individuals and
  professionals and create a culture that leads by example through our
  values and commitment to the City's strategic priorities.
- Information and Communications Technology enable a workforce and community that is digitally-enabled to be mobile, responsive, smart and safe.

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# STRATEGY & DEVELOPMENT

DEVELOPMENT & DESIGN URBAN DESIGN & STRATEGIC PROJECTS PUBLIC HEALTH & BUILT ENVIRONMENT CORPORATE STRATEGY & GOVERNANCE

## **DEVELOPMENT & DESIGN**

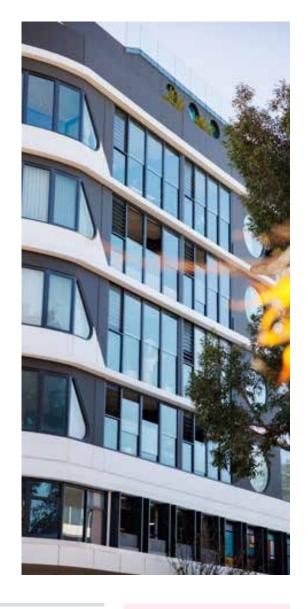
#### **Key Functions**

- Development applications
- Building permit referrals
- Design Review Panel processes

- Subdivision applications
- State Administrative Tribunal appeals

#### Highlights

- Approved 311 development applications, with an average processing time of 62 days. This reduced from an average processing time of 81 days the previous year.
- Determined 98 per cent of development applications within statutory or agreed timeframes. This increased from 73 per cent the previous year.
- Provided recommendations to the State Government on 43 subdivision applications to create new lots for housing.
- Processed 13 Development Assessment Panel Form applications, all of which were approved, for large-scale developments including apartments, mixed-use buildings and commercial developments.
- Reviewed and implemented the updated Planning Exemptions Policy, which removes planning approval requirements and supports the delivery of low-scale land uses and developments.
- Won state and national Planning Institute of Australia awards for our collaborative project with Cerclos
  which addressed the need to incorporate environmentally sustainable design principles for single and
  grouped dwellings across the suburbs.



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## **URBAN DESIGN & STRATEGIC PROJECTS**

#### **Key Functions**

- Strategic planning
- Place planning

- Landscape architecture
- Sustainability

#### **Highlights**

- Implemented Stage 1A of the Robertson Park Development Plan, which included the conversion of six tennis courts into four multi-sport courts.
- Developed the Link and Place Guidelines.
- Launched the Wayfinding Implementation Strategy.
- Prepared the Pickle District Planning Framework and North Claisebrook Planning Framework.
- Prepared the Arts Plan 2023 2028 and Thriving Places Strategy 2023 2028.
- Installed a public electrical vehicle charging station in Chelmsford Road carpark.
- Installed a solar PV system at the Department of Local Government, Sport and Cultural Industries building.
- Hosted a Mainstreaming Environmentally Sustainable Design in WA forum during Perth Design Week to promote the City's GreenTrack initiative.
- Completed a review of the City's suite of Heritage Local Planning Policies.



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#### TREES ON PRIVATE LAND

The City of Vincent has advocated the State Government for greater protection of trees on private properties.

Perth has the lowest tree canopy coverage of all Australian capital cities and continues to lose mature trees due to infill development and the polyphagous shot-hole borer infestation.

As part of its advocacy, Vincent has written to the State Government and prepared a joint advocacy position paper for the Perth Inner City Group.

Vincent is also prioritising the progress of planning controls to ensure greater protection of trees and canopy provision on private land.

This will continue to be a key focus for years to come.

#### LOCAL PLANNING STRATEGY AND SCHEME

All local governments in Western Australia are required to have a Local Planning Strategy and Scheme. The strategy sets out the long-term land use planning direction and vision for the City, while the scheme sets out the rules for development that align with this direction and vision.

As our town centres evolve, so does our approach to development. Vincent is working towards having a collection of clear frameworks that guide appropriate development in existing and emerging town centre areas.

#### **Highlights**

- Undertook preliminary engagement with the Department of Planning, Lands and Heritage on the approach to the draft Local Planning Strategy.
- Received Council approval of bespoke Town Centre Planning Frameworks for North Claisebrook and the Pickle District, which outlined a clear vision for future development of these areas.
- Held visioning and design workshops with the community to guide the development of Town Centre Planning Frameworks for North Perth, William Street, Beaufort Street and Mt Hawthorn.

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#### SUSTAINABLE ENVIRONMENT STRATEGY 2019 – 2024

The Sustainable Environment Strategy includes bold but realistic targets across five key focus areas – energy, transport, water, waste and urban greening and biodiversity.

The strategy has reached the end of its lifecycle and will be replaced by a new Enhanced Environment Strategy. The aim is to continue to push sustainability boundaries with new targets.

Vincent remains on track to achieve its overarching net zero emissions target by 2030, transitioning operational energy use to 100 per cent renewables.

#### Highlights

- Undertook preliminary engagement with the community to establish the key themes and priorities for the new Enhanced Environment Strategy.
- Installed a new 100kW solar PV system on the Department of Local Government, Sport and Cultural Industries building.
- Installed a fast-charging EV station in Chelmsford Road carpark in partnership with Evie networks.
- Hosted a Mainstreaming Environmentally Sustainable Design in WA forum for Perth Design Week.
- Performed water audits at large City facilities to detect water leaks.
- Held community workshops and education events to increase awareness of sustainable living practices, lifecycle costs and solar PV and battery storage.

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#### **PUBLIC OPEN SPACE STRATEGY**

The Public Open Space Strategy provides a guiding framework to help the City plan and prioritise investment, development and improvements to our public open spaces.

The strategy has 32 key actions, 11 of which are short-term key actions which have been completed or commenced.

We are now completing the remaining short-term key actions and moving on to the short-medium and medium-term actions.

#### Highlights

- Completed a wayfinding implementation strategy for town centres.
- Adopted the Property Investment and Disposal Policy.
- Integrated artwork including Noongar inspired themes at Kaadadjiny Lane as part of its revitalisation project.
- Delivered the Shortcut Lane Pop-Up Event Series as a trial for re-purposing and activating public areas.
- Signed a telecommunication tower lease agreement at Britannia Reserve with proceeds from the lease (\$48,000 per annum) to be directed to the Public Open Space Reserve Fund.
- Transferred 100 per cent of community groups and 50 per cent of sporting clubs to new agreements, as part of the Property Management Framework transition process.
- Entered into a license agreement for the use of Birdwood Square with Highgate Primary School, with a contribution of \$59,500 received from Department of Education towards upgrades at the park.

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#### **ACCESSIBLE CITY STRATEGY**

The Accessible City Strategy (ACS) explores the current provision of infrastructure for transport and addresses the needs of the community across all transport modes.

The vision of the ACS is 'The City of Vincent puts people first. Getting around is safe, easy, environmentally friendly and enjoyable'.

This is supported by objectives, plans and actions that seek to create a more liveable, sustainable, healthy, equitable and prosperous Vincent through placing emphasis on walking, cycling and public transport.

#### Highlights

- Received approval from Main Roads WA to reduce speed limits on all local roads from 50km/h to 40km/h.
- Developed Link and Place Guidelines. The guidelines that use the Link and Place Framework to guide future streetscape improvements and incorporate pedestrian amenity along local roads.
- Worked with Studio Found to undertake a detailed design of wayfinding signage to be installed in the town centres to improve pedestrian movement through these high pedestrian environments.
- Rolled out an e-scooter share system trial in November 2023 with Neuron Mobility and Beam in February 2024.

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#### **ARTS PLAN**

The Arts Plan 2023 – 2028 delivers the overall strategic direction for arts in Vincent. The plan's vision is to 'Embed creativity in everything we do to make the City of Vincent the Arts Capital of Perth.'

The Arts Plan guides Vincent's activity and investment in the arts sector, percent for art contributions and cashin-lieu expenditure and informs the arts policies.

This includes arts commissions, projects, events and programming, internal processes such as approvals, collection management and maintenance, sponsorship of initiatives, projects and awards, funding initiatives, partnerships and collaborations.

#### **Highlights**

- Partnered with RTRFM to promote the arts and culture activities and opportunities in Vincent. This included six advertising campaigns.
- Supported 19 community events with \$274,000 worth of funding provided.
- Coordinated the 'Whadjuk Tale' collaborative mural in Kaadajiny Lane in Mount Lawley. This involved a
  lighting artist and five mural artists collaborating on the mural which stretches more than 30 metres long
  across two walls and the asphalted laneway.
- Relaunched mural co-funding providing funding to Electric Lane mural by Luke O'Donohoe in Leederville,
  A Whadjuk Tale collaborative mural by J.D. Penangke, Kambarni, Jarni Creative, Jack Bromell by Honeys
  Mural Co and Christian Lovelady in Kaadadjiny Lane, Quince mural by Amok Island at Teeter Bakery and
  Beatty Park mural by Peche.

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#### THRIVING PLACES STRATEGY

The Thriving Places Strategy 2023 – 2028 has been developed to provide a blueprint to achieve thriving places outcomes.

The vision is 'Thriving places are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy'.

The strategy is guided by the SCP thriving places vision and structured around four key focus areas.

#### Highlights

- Completed 93 per cent of commenced tasks as part of the Small Business Friendly Program.
- Received 65 applications and approved 26 applications with a total of \$115,000 in funding as part of the inaugural round of Business Enhancement Grant program.
- Published a monthly business e-newsletter.
- Provided new cycle parking facilities to local businesses on request. New racks were installed on Scarborough Beach Road and Blake Street in March 2023, in North Claisebrook in May 2024 and along Fitzgerald Street in June 2023.
- Received an RAC grant for \$80,000 to activate the View Street and Rosemount Hotel carparks for the Shortcut Lane Pop-Up Event Series in May 2024.

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## PUBLIC HEALTH & BUILT ENVIRONMENT

#### **Key Functions**

- Implementation of the Public Health Plan 2020 2025
- Providing expert technical advice across planning and building compliance, public and environmental health hazards, and event management
- Development compliance investigations
- Events health, safety and risk assessment and approvals
- Swimming pool barrier monitoring
- Building and demolition permit approvals
- Regulated business assessments including food, public building and skin penetration premises
- Food safety, noise, environmental and public health hazards, surveillance and compliance

#### Highlights

- Completed 335 development compliance case investigations, up 22 per cent from the previous year.
- Presented at the International Federation for Environmental Health World Congress 2024 on the success of the Smoke-Free Town Centres project.
- Delivered event and structures assessments and approvals for the FIFA Women's World Cup Australia & New Zealand 2023<sup>™</sup>, HSBC World Rugby SVNS tournament, Foo Fighters concert, Little Italy Festival and 36 other community events.
- Supported development across Vincent, processing 638 building applications.
- Issued three Emergency Building Orders in accordance with the *Building Act 2011*, protecting people and property from imminent risk.
- Adopted the Healthy Food and Drink Policy to promote healthy food and drink options at Vincent-operated venues and events.
- Proactively conducted 56 building inspections.
- Completed 589 case investigations relating to environmental and public health hazards such as noise, odour, asbestos and dwellings unfit for habitation.
- Supported small business by approving 91 new food businesses.



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#### **SMOKE-FREE TOWN CENTRES**

Vincent is the first Western Australian Local Government to implement smoke and vape-free environments within its town centres, showing public health leadership and best practice in health and wellbeing.

The project is part of the Public Health Plan 2020 – 2025 and aims to reduce environmental smoke from cigarettes and e-cigarettes (vapes) in town centres.

Since November 2022, parts of North Perth, Mt Hawthorn, Leederville, William Street and Beaufort Street have been smoke and vape-free.

Vincent aims to inspire other local governments to prioritise tobacco control and expand smoke and vape-free public places for the benefit of communities, creating healthy environments for all to enjoy.

The project continues in 2024 and beyond.

#### Highlights

In its first 12 months of implementation:

- Achieved a 42 per cent reduction in people smoking cigarettes in town centres.
- Adopted an education first approach by engaging with 3,360 residents and visitors at workshops, town centre campaigns, events and reaching more than 11,000 people through online campaigns.
- Achieved widespread support from 88 per cent of community and businesses.
- Delivered five vaping education workshops to Year Six students at Highgate and Kyilla Primary Schools.
- Collaborated with 20 businesses, nine pharmacies and seven community services.
- Engaged with The Y, Foyer Oxford and Freedom Centre to build capacity and knowledge about vaping, enabling them to educate and support young people.

STRATEGY & DEVELOPMENT PUBLIC HEALTH & BUILT ENVIRONMENT ANNUAL REPORT 2023/24 | 55

## CORPORATE STRATEGY & GOVERNANCE

#### **Key Functions**

- Corporate governance
- Council administration
- Land and property management

#### Highlights

- Managed Council Election process and new council induction.
- Managed Internal Audit Program.
- Prepared new Property Investment and Disposal Policy.

#### POLICY REVIEW OUTPUT

DATE	COMPLETED POLICY REVIEWS
2020/21	30
2021/22	31
2022/23	23
2023/24	31

#### COMPLETED POLICY REVIEWS





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### GOVERNANCE FRAMEWORK REVIEW

The Governance Framework highlights the City of Vincent's commitment to providing good governance by defining systems, policies, processes, and a methodology for ensuring accountability, probity and openness in the conduct of City business. The framework is reviewed after every election and adopted by the new Council.

#### **Highlights**

- Improved the usability of the document to more seamlessly integrate into the Council induction process.
- Simplified the language to more easily communicate complex topics making content more accessible for council members.

#### FRAUD AND CORRUPTION PREVENTION PLAN

The Fraud and Corruption Prevention Plan ensures the City of Vincent remains a leader in good governance, transparency and accountability. This is achieved through strong engagement with the community on the budget process and transparent decision making.

#### Highlights

- Prepared a draft Integrity Framework based on the Public Sector Commission integrity framework resources.
- As the City's Governance Framework defines the principles and key roles that guide the City in its decision-making process, the Integrity Framework considers the instruments, structures and processes that promote integrity and help prevent corruption and misconduct from taking place by:
  - Linking existing policies, procedures, statements, and codes relevant to fraud and corruption risk.
  - Assigning responsibilities for defining, supporting, controlling and enforcing integrity across the City.
  - Outlining the systems and activities used to detect fraud, corruption, integrity breaches and other errors and irregularities.
  - Modelling a culture of integrity.
- Maintained a dedicated Fraud and Corruption internal webpage for employees that highlights the key integrity responsibilities of public sector employees.

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# INFRASTRUCTURE & ENVIRONMENT

RANGER SERVICES
ENGINEERING
PARKS
WASTE & RECYCLING
COMMUNITY FACILITIES
LIBRARY SERVICES
CITY BUILDINGS & ASSET MANAGEMENT

## RANGER SERVICES

#### **Key Functions**

- Public amenity management
- Community safety
- Parking and traffic management
- Animal control

#### Highlights

- Named the WA Rangers Association Team of the Year.
- Adopted the new Parking Local Law 2023.
- Introduced ticketless parking into major feepaying carparks.
- Introduced the ratepayers' first hour free initiative through the EasyPark app for the Leederville carparks.
- Assisted with the FIFA Women's World Cup Australia & New Zealand 2023™ held at HBF Park.

Total animals registered in the City of Vincent	5,652
Animals registered in 2023/24	943
Dog complaints issued and dealt with	439
by rangers	
Parking revenue	\$7,508,776
Parking infringements issued	37,292
Residential parking permits issued	1,159
Road and/or footpath obstruction	395
permits issued	070



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#### **SAFER VINCENT PLAN**

The Safer Vincent Plan 2019 – 2022 was endorsed in August 2019 following extensive collaboration with the community, business, non-government organisations and the WA Police Force.

#### Highlights

- Continued collaboration with the WA Government's Office of Homelessness, WA Police Force, specialist service providers and other local governments through the Safe Perth City Initiative, Perth Inner City Group and Homelessness Working Group, to ensure a coordinated multi-agency approach to managing and supporting those experiencing, or at risk of homelessness.
- Participated in the WA Alliance to End Homelessness Sector Improvement Cycle workshops with key stakeholders.
- Continued partnership with Nyoongar Outreach Services, which offered or provided support to at-risk Aboriginal people on 2,028 occasions.
- Partnered with Constable Care Foundation to deliver theatre-in-education performances and workshops to 803 students in Vincent on protective behaviours, road safety, first aid and emergencies.
- Delivered community safety presentations for local seniors and Foundation Housing's committee of residents and tenants.
- Supported Curtin University's Crime and Built Environment course through presentations and providing the opportunity for students to conduct Crime Prevention Through Environmental Design audits within Vincent.
- Coordinated a Community Safety Forum for the Highgate and Claisebrook precinct.

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## **ENGINEERING**

#### **Key Functions**

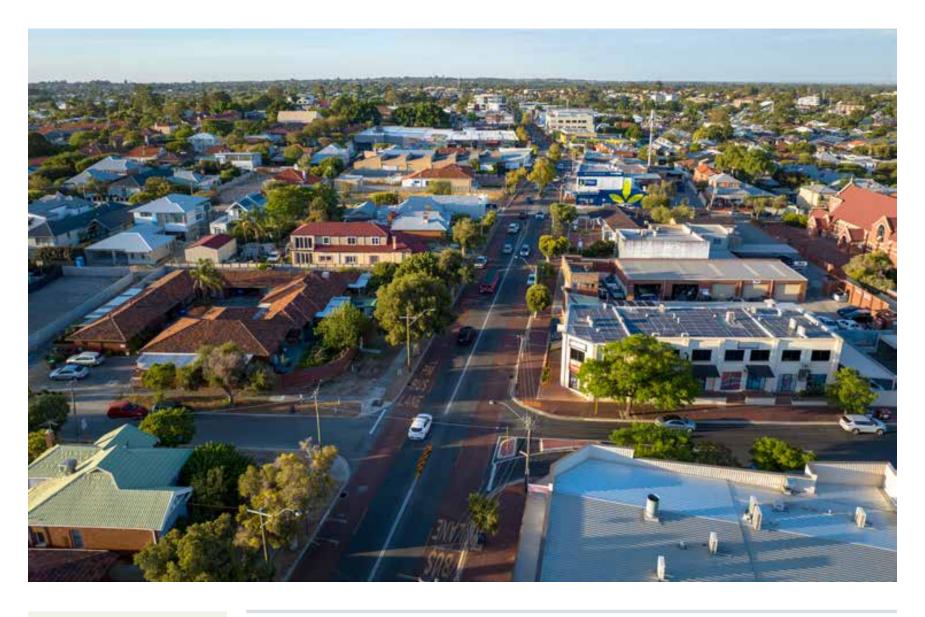
- Drainage, pavement, footpath, geometric road, signage and line marking design
- Contract management and project delivery
- Maintenance works
- Sustainable traffic and active transport
- Strategic transport
- Road safety
- Traffic analysis

#### Highlights

- Received Main Roads WA approval to implement a 40km/h speed limit for all local residential streets within the City of Vincent.
- Completed 11 out of 60 actions in the 2023 2028 Bike Plan.
- Rolled out the 12-month e-scooter trial.
- Completed more than 120 design drawings.
- Reviewed and started community consultation for the Stormwater Drainage Connections Policy.
- Received approval for a drainage truck procurement plan.
- Completed three stormwater drainage projects.
- Arranged inspections of 3,099 pits and 296 flooding hotspots and prioritised those that require detailed action.
- Collaborated with the Town of Cambridge and Main Roads WA to clean the Lake Monger Swale.
- Installed drainage cells in the playground on Lynton Street.
- Undertook a condition survey of assets, which found there was an increase from 10 per cent to 15 per cent in the 'very good' category for roads, and an increase from 0 per cent to 16 per cent in the 'good' category for drainage pits.



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INFRASTRUCTURE & ENVIRONMENT ENGINEERING ANNUAL REPORT 2023/24 | 63

## **PARKS**

#### **Key Functions**

- Parks, reserves and streetscape maintenance and upgrades
- Tree management and enhancement
- Parks infrastructure maintenance and renewals
- Irrigation maintenance and water efficiency
- Community programs, events and initiatives

#### Highlights

- Renewed irrigation systems at Charles Veryard Reserve, Axford Park and Sutherland Street Reserve to improve water efficiency and reduce groundwater usage.
- Commenced renewal of the toddler playground at Braithwaite Park.
- Formed the Hyde Park Reference Group to guide canopy and garden restoration works post polyphagous shot-hole borer treatment.
- Completed the detailed assessment and mapping of all street trees within Vincent and commenced parks tree mapping to improve future management of the urban forest.
- Reviewed the Street Tree Policy to ensure resilience of our urban forest against current and future threats.



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#### **GREENING PLAN**

The Greening Plan 2018 – 2023 is a pathway to delivering on our responsibility to protect, enhance and effectively manage our natural and built environment. It focuses on opportunities on both public and privately owned land to increase overall tree canopy cover, create more liveable neighbourhoods and foster biodiversity.

Greening Vincent is a key focus for the City, given the higher percentage of active and passive spaces compared to other similar local governments.

#### Highlights

- Planted over 300 new trees in streetscapes and residential verges within Vincent.
- Planted over 4,000 native plants in garden areas within parks, reserves and streetscapes through the Parks Replanting program.
- Held two Native Plant Sales, where approximately 14,000 native plants and trees were provided to residents at subsidised prices.
- Assisted 79 residents to convert turfed or weedy verges into waterwise native gardens through the Adopt a Verge program.

INFRASTRUCTURE & ENVIRONMENT PARKS ANNUAL REPORT 2023/24 | 65

## **WASTE & RECYCLING**

#### **Key Functions**

- Domestic and recycling collections, including Food Organics and Garden Organics (FOGO)
- Street and parks public waste collection
- Street and precinct cleaning
- Illegal dumping removal, in conjunction with Rangers
- Verge bulk green waste collections
- Pre-booked bulk hard waste service Verge Valet™
- Bin infrastructure delivery, repairs and maintenance
- Alternative waste and recycling drop-off sites and collections
- Graffiti management
- Waste education, engagement and advocacy

#### Highlights

- Improved resource efficiency and waste management services to become more sustainable.
- Increased diversion from landfill in line with the Waste Strategy and the WA Waste Avoidance and Resource Recovery Strategy 2023.
- Completed the trial of the pre-booked verge collection system Verge Valet<sup>™</sup> after achieving great recovery rates and receiving positive feedback from the community.
- Carried out waste education programs such as bin tagging and a tailored multi-unit dwellings education campaign to engage with the community on benefits of source separating FOGO and resource recovery.
- Investigated potential alternative waste treatment options including energy recovery.



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#### **WASTE STRATEGY**

Each year, the City of Vincent collects about 17,000 tonnes of waste and spends about \$6.5 million on its waste collection, recycling and education services.

The Waste Strategy 2018 – 2023 is aligned with the WA Waste Avoidance and Resource Recovery Strategy 2030, and focuses on waste avoidance, resource recovery and a move towards a circular economy.

#### Highlights

- Collected more than 4,500 tonnes of FOGO material for processing into a high-quality compost product, with a recovery rate averaging 97 per cent.
- Continued a seven-week bin tagging program for 2,200 households in partnership with WA Local Government Association, thanks to a Waste Authority grant.
- Carried out a tailored education campaign at select multi-unit dwellings involving waste audits, door knocking engagement and delivery of Waste in my Apartment flyer and compostable caddy liners.
- Distributed 60 cubic metres of FOGO compost made from FOGO material recovered from kerbside collections to residents at the Britannia Reserve Community FOGO compost pile throughout the year.
- Received 43 applications from residents for the reusable sanitary product rebate, which helped them make the switch to reuseable sanitary products.
- Recovered more than 19 tonnes of material at an e-waste drop off day.
- Completed the Verge Valet™ trial for pre-booked bulk waste collection services.

INFRASTRUCTURE & ENVIRONMENT WASTE & RECYCLING ANNUAL REPORT 2023/24 | 67

## **COMMUNITY FACILITIES**

#### **Key Functions**

- Beatty Park Leisure Centre pools, fitness centre and studios, Swim School, spa, sauna, steam room, creche and retail shop
- Bookings at City halls and reserves, facility management and liaison
- Sports club support, development and project delivery

#### Highlights

- Retiled and reopened 30m and 12m pools.
- Renovated seating and stairs around outdoor pools to reflect original heritage.
- Beatty Park Swim Teacher Lousie Scott received the Swim Teacher of the Year award at the Annual Leisure Institute of WA awards.
- The two teams from Beatty Park came first and third at the Annual Pool Lifeguard Challenge competition run by Royal Life Saving WA.
- Added a number of innovative new programs to the Swim School to reach more of the community including seniors, home schooled children and fly-in, fly-out workers.
- Increased community facility and reserve hire by 33 per cent on the previous year.

Beatty Park annual attendance	1,292,144
Membership (annual peak)	5,007
Swim School (annual peak)	3,100
FTE	61
Annual revenue	\$9,834,259
City halls and reserves hire revenue	\$597,897



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## LIBRARY SERVICES

#### **Key Functions**

- Lending and information service
- Interlibrary loans
- Community outreach
- Books on Wheels home delivery service
- Programs and services that support literacy, learning and recreational pursuits
- Collect, manage and preserve materials that reflect the history and heritage of the City
- An inclusive, safe space for reading, meeting others and access to the digital world

#### Highlights

- Obtained several grants that supported programs for well-being, digital technology skill building and STEM skills.
- Held the biennial Local History Awards in November with a record turnout to the awards ceremony and exhibition.
- Increased collaboration with the community to deliver interactive programs and services including the Close to Home by Olive Cheng and Pride Choir exhibitions.
- Refreshed the spaces throughout the facility, including a new space theme in the junior area.
- Increased overall accessibility to programs and services.

Loans (including eResource loans)	190,262
Total visits	123,575
Total reference queries	20,766
Total number of programs	364
Library program attendance	11,448
Local history reference queries	750
Local history program attendance	290



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## CITY BUILDINGS & ASSET MANAGEMENT

#### **Key Functions**

- City building operations and maintenance
- City building project delivery
- Leased facility management
- Strategic asset management

#### Highlights

- Constructed a shared use toilet and changeroom facility at Birdwood Square.
- Improved disability access to the toilet facilities at North Perth Town Hall, North Perth Bowling Club and the Administration Building.
- Improved water efficiency in the shower facilities at Beatty Park Leisure Centre.
- Conducted a visual condition audit of assets at Beatty Park and developed a 10-year capital works program to inform financial forecasting.
- Managed the delivery of more than \$4 million in capital projects for City buildings.
- Maintained and ensured 75 City buildings were compliant.



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## ASSET MANAGEMENT AND SUSTAINABILITY STRATEGY

The Asset Management and Sustainability Strategy is a strategic framework that guides the planning, management and provision of assets. The City of Vincent is on a journey to improve its strategic asset management practices to ensure assets are well-maintained, financially sustainable and meet the needs of the current, growing and future community.

#### Highlights

- Undertook data collection and condition assessments for key buildings, including Beatty Park Leisure Centre and Sullivan Logistics Stadium, to guide future work programs.
- Initiated the data collection process for the comprehensive stormwater drainage network.
- Developed an Asset Prioritisation Plan for building and transportation assets.
- $\bullet$  Used existing asset software RAMM to improve data integrity and improve workflows.

NFRASTRUCTURE & ENVIRONMENT CITY BUILDINGS & ASSET MANAGEMENT ANNUAL REPORT 2023/24 | 71

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# COMMUNITY & BUSINESS SERVICES

MARKETING & COMMUNICATIONS
COMMUNITY DEVELOPMENT
CUSTOMER RELATIONS
FINANCIAL SERVICES
HUMAN RESOURCES
INFORMATION & COMMUNICATIONS TECHNOLOGY

## MARKETING & COMMUNICATIONS

#### **Key Functions**

- Civic functions
- Major event delivery
- Digital communications, website and social media
- Media relations
- Graphic design
- Community consultation

#### Highlights

- Sponsored 17 events through the Event Sponsorship program.
- Provided media releases and responses resulting in 413 stories across newspapers, online publications, radio and TV stations.
- Attracted more than 59,200 visitors to our online community consultation portal, Imagine Vincent.
- 53 projects open for consultation which generated 2,900 survey responses.
- Completed 360 graphic design jobs. This included major corporate documents as well as event branding and signage, such as the well-received Shortcut Lane Pop-Up Event Series, a branding revitalisation for the Budget newsletter and space-themed wall graphics for the Library's children's area.
- · Improved digital communications by increasing the e-newsletter frequency from monthly to fortnightly.
- Evolved social content through more engaging and proactive videos, stories and posts. Our Facebook reach increased by 75 per cent from last year with 778,691 people reached. Our Instagram reach increased by 315 per cent with 133,118 people reached.
- Held four Citizenship Ceremonies, welcoming 209 Australian Citizens to the community.
- Collaborated with the Urban Design and Strategic Projects, Public Health, Rangers and Engineering teams on the Shortcut Lane: Pop-Up Event Series, which was supported by RAC WA.
- Worked with the State Government on the Little Italy Festival, Rugby SVNS and FIFA Women's World Cup Australia & New Zealand 2023™.
- Delivered communications and marketing campaigns to support major projects including the polyphagous shothole borer, Mt Hawthorn Skate Space, Robertson Park tennis redevelopment, ticketless parking, GreenTrack, Birdwood Square and Business Enhancement Grants.
- 1.7 million visits to the City of Vincent websites.



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## COMMUNITY DEVELOPMENT

#### **Key Functions**

- Community funding
- Multicultural groups
- LGBTIQA+
- Community groups
- Aboriginal culture

- Access and inclusion
- Seniors
- Children and young people
- Early childhood years
- Volunteers

#### Highlights

- Held two Young Makers Markets at North Perth Town Hall that attracted more than 100 young stall holders and an estimated 800 attendees.
- Celebrated and acknowledged Vincent's diverse community with inclusive events for International Day Against Homophobia, Biphobia and Transphobia, Wear It Purple and Pride Month.
- Hosted a Seniors Christmas lunch for more than 90 residents.
- Organised more than 25 events, workshops and bus tours for seniors, including celebrating Seniors Week with morning tea with melodies, a movie screening and an Energywise session.
- Hosted the annual Livelighter Information and Activity Day in partnership with the Seniors Recreation Council.
- Provided grant funding to North Perth Community Gardens, Vincent Community Shed, Nature Play WA, YMCA, City of Perth Swimming Club, Perth STEM Association, Art Jam WA, Perth Pride Choir, Loton Park Tennis Club and ANZAC Cottage.
- Collaborated with the Chung Wah Association and Perth Asian Community Centre to hold a Multicultural Seniors Expo.
- Celebrated Lunar New Year with a lion dance at Axford Park.
- Supported the multicultural community with a food drive with the support of CARAD.
- Acknowledged Aboriginal and Torres Strait Islander days of significance.
- Developed and implemented the Cultural Awareness and Staff Engagement Plan.
- Updated Recognition of Noongar Boodjar, Culture and History through Welcome to Country and Acknowledgment of Country Policy with input and guidance from the Aboriginal Elders and leaders that form the Boordiya Reference Group.



COMMUNITY & BUSINESS SERVICES COMMUNITY DEVELOPMENT ANNUAL REPORT 2023/24 | 75



### INNOVATE RECONCILIATION ACTION PLAN 2022 – 2024

The City of Vincent is located on the lands of the Whadjuk people of the Noongar nation, and many of the places and waterways hold great significance to local Aboriginal people.

Throughout our reconciliation journey, the City has strengthened our relationship with the local Elders and the Aboriginal and Torres Strait Islander community. We continue to celebrate Aboriginal and Torres Strait Islander cultures and traditions through events, activities, and workshops.

Vincent has created a more empathetic and culturally sensitive workplace and has worked hard to increase our procurement from Aboriginal and Torres Strait Islander businesses with the development of an updated Purchasing Policy.

#### Highlights

- Provided opportunities for Elders and Aboriginal people to participate in truth telling about Aboriginal and Torres Strait Islander peoples' experiences.
- Engaged Sioux Tempsett and Noongar artist Seantelle Walsh to design and install artwork at Dorien Gardens to commemorate the FIFA Women's World Cup Australia and New Zealand 2023™.
- Changed the names of internal meeting rooms to align with Noongar language and incorporated artwork by Noongar artist Darryl Bellotti.

#### RAP events and initiatives:

- The Boordiya (Boss) Reference Group (Aboriginal Elders and Leaders) were provided the opportunity to participate in the Our Elders Truth Telling Lunch with local schools.
- Delivered an Indigenous Cultural Experience workshop and an Aboriginal art and Dreamtime session with Dale Tilbrook.
- Hosted an on-country talk called For Our Elders with Barry McGuire at Hyde Park.
- Collaborated with Vivienne Hansen to hold a workshop about the importance of Noongar Bush Medicine.
- Promoted Noongar language and culture through videos on social media channels featuring Bec Garlett.
- Hosted a traditional Aboriginal art workshop with local Noongar artist Justin Martin.
- Indigenous Cultural Experience with Dale Tilbrook conducted.
- Held an interactive Totem Weaving workshop with Sharyn Egan.
- Collaborated with Greg Nannup to share knowledge about Aboriginal history, Dreamtime stories and bush tools at a community event.
- Reviewed and updated Aboriginal culture content on the website.
- Delivered Cultural Awareness Training both online and in person to all internal RAP working group members, managers and other key leaders.

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## ACCESS AND INCLUSION PLAN 2022 – 2027

The Disability Services Act 1993 requires all local governments to develop, maintain and implement an Access and Inclusion Plan (AIP) every five years. The aim of this plan is to make our buildings, services, events and culture more accessible and to make sure everyone in our community feels included.

The AIP shows Vincent is committed to ensuring that services, events, buildings, and facilities within our control are accessible to all members of the community. This includes meeting the specific requirements of people with disability, seniors, children, parents, and people from culturally and linguistically diverse backgrounds.

#### Highlights

- Updated communications for events held in community facilities to provide accessibility information along with floor plans for each venue.
- Major City events with performers or speakers now have an Auslan interpreter with the option for an Auslan or other language interpreter available on request for workshops and other events.
- Implemented low sensory 'quiet spaces' at Beatty Park for certain events such as the All Abilities Pool Party.
- Helped to implement two 'quiet' times a week at the Library.
- Added an events accessibility checklist in the events package for applicants.
- Assisted the Youth Disability Advocacy Network to run training and an audit at the Library, which made the facility more accessible for youth with disabilities.
- Led the installation of accessible toilets with an automatic door entry at the Administration Building.
- Rolled out general accessibility improvements to the Administration Building's customer relations areas.

Accessibility and inclusion events and initiatives:

- Hosted a free All Abilities Pool Party at Beatty Park.
- Celebrated Pride Month with a Raising the Pride Flag ceremony and hosted additional Pride events.
- Raised awareness of Wear It Purple Day to foster supportive, safe, empowering and inclusive environments for rainbow young people.
- Acknowledged International Day of People with Disability with a staff wheelchair basketball session in partnership with Rebound WA.
- Hosted an Op Shop and Style Workshop.
- Delivered Queer D&D sessions in partnership with the Youth Pride Network.

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#### YOUTH ACTION PLAN 2023 – 2026

The Youth Action Plan provides a framework that enables Vincent to facilitate holistic and integrated service delivery. The deliverables contained within the YAP strengthen our understanding of the needs and priorities of our young people and identify our key focus areas, gaps, and the actions we need to take to address these.

The Youth Action Plan aligns with the Strategic Community Plan 2022–2032, supporting key priorities of Connected Community, Thriving Places and Innovative and Accountable.

#### Highlights

- Commenced our second-year funding agreement with the Y HQ for the delivery of lifestyle and mental health workshops, along with the support of the Youth Squad.
- Provided grant funding to Nature Play to deliver the Nature Play WA in the Park initiative to Vincent families with young children.
- Continued Vincent's relationship with and participated as a committee member of the Youth at Risk Network.

Youth Action Plan events and initiatives:

- Hosted a Young and the Young at Heart intergenerational music event.
- Hosted the first school for a student council excursion called Councillor for a Day.
- Delivered Nature Play in the Park at Hyde Park with 60 local families.
- Partnered with the Y HQ to deliver the Want to be your own boss? workshop and a Cartooning workshop.
- Hosted a screening of the Wonka film at Luna Cinemas.
- Delivered two Young Makers Markets (Youth Week and Christmas) at the North Perth Town Hall.
- Received 52 artwork submissions from local schools for the Spirt of Christmas banners with 22 artworks displayed.
- Held the Student Citizenship Awards, with nine local schools participating.
- Celebrated Children's Week.

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# **CUSTOMER RELATIONS**

#### **Key Functions**

- Provide a positive customer experience over the phone, online and in person
- Strive for continuous improvement in customer service and response times
- Resolve requests at first point of contact
- Respond to our customers in a timely manner as per the City's Customer Service Charter
- Ensure information given to our customers is relevant and accurate

#### **Highlights**

- Adopted the Complaint Management Policy.
- 80 per cent of incoming calls to the City resolved at first point of contact.
- 26,864 customer requests created.
- 6,850 cashier transactions completed.
- Commenced an internal communications campaign to improve the customer experience.
- Introduced the Snap Send Solve app to make it easier for customers to report community issues.
- Launched a new Customer Relationship Management System to streamline the process for the organisation when dealing with customer requests.

#### **Customer touchpoints**

ENQUIRIES BY	TOTAL
Phone	35,740
Email	28,727
In-person visits	13,894

#### **Customer Feedback**





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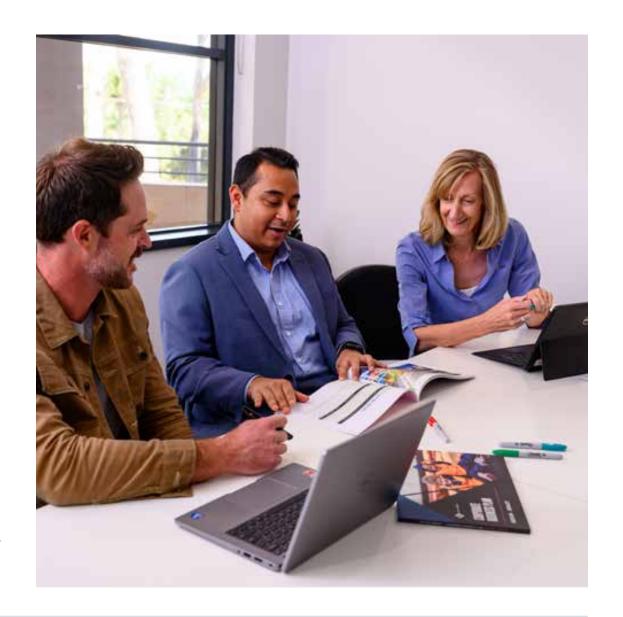
# FINANCIAL SERVICES

#### **Key Functions**

- Financial management
- Financial reporting and auditing
- Rates management
- Procurement and contract management
- Project Management Office

#### **Highlights**

- Improved Annual Budget and Long-Term Financial Planning processes.
- Rolled out the updated Procurement Framework and Purchasing Policy.
- Ongoing improvement to the City's internal control environment.
- Completed Local Government (Financial Management) Regulations 1996
   Regulation 5 review.
- Introduced a new credit card management system.
- Improved financial position and long-term financial sustainability.
- Made improvements to the Project Management Framework.
- Streamlined preparation of Annual Financial Statements with use of LG Solutions software.
- Recorded a reduction in outstanding rates balances.
- The City's Contract Management Framework was a Finalist in IPAA WA Achievement awards.



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# **HUMAN RESOURCES**

#### **Key Functions**

- Attraction and retention of staff
- Organisational development
- Workplace health, safety and wellbeing
- Equity and diversity
- People, safety and capability processes

#### Highlights

- Implemented a new payroll services system including online time-sheeting and leave management modules.
- Supported the Perth Inner City Group Mentoring Program with 52 mentors and mentees participating.
- Coordinated the Local Government Professionals Ignite Leadership Program which supported the career development of 17 coordinators and aspiring leaders and helped expand their leadership capabilities.
- Reduced worker's compensation claims and lost time injuries through proactive training for leaders and staff on physical and mental health.
- Promoted and delivered workplace health, safety and wellness initiatives including health checks, skin checks, flu vaccinations, immunisation programs, mental health first aid and first aid.
- Continued to revitalise and implement onboarding and induction processes and frameworks for leaders, employees and contractors.



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# INFORMATION & **COMMUNICATIONS TECHNOLOGY**

#### **Key Functions**

- Digital service planning and innovation
- Information system development and improvement
- Systems support, GIS services and IT asset management
- Information protection and security, including cyber-security
- Information governance, including Freedom of Information

#### **Highlights**

- Upgraded the customer request system to help improve workload triage and visibility and align teams with the Customer Service Charter's objectives.
- Implemented cyber security incident response procedures and testing.
- Rolled out disaster recovery planning and testing.
- Upgraded building security access controls.
- Introduced data loss prevention controls to help govern information sharing.
- Recorded no significant audit findings for the City's information system computing controls. The City met the Office of Auditor General's capability maturity benchmark in nine out of 10 categories that range from access controls to HR security to risk management.
- Upgraded staff computing devices for enhanced security and mobility.

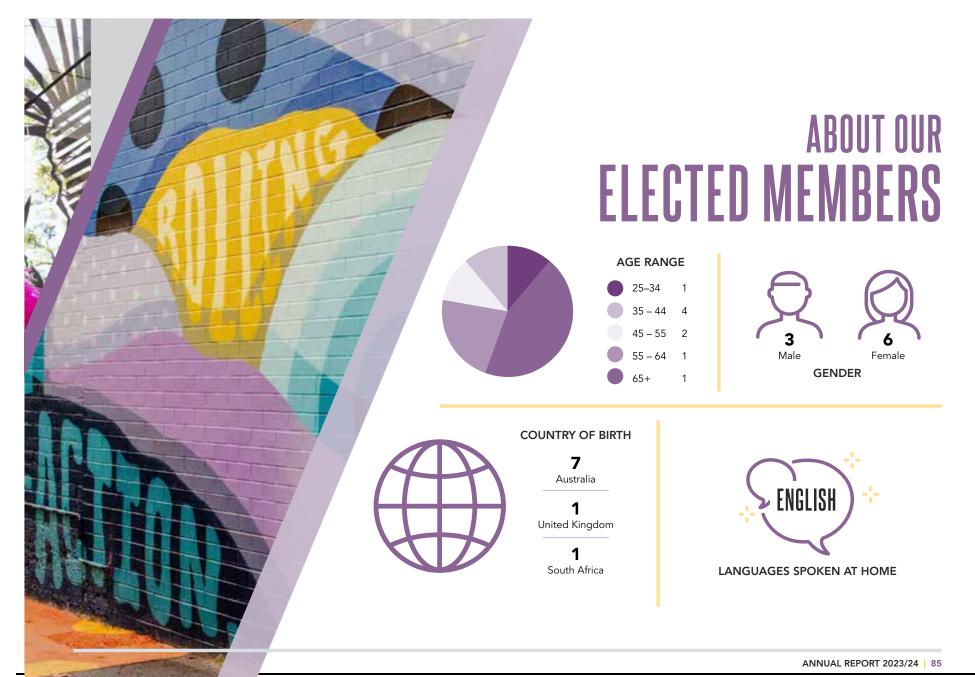


**COMMUNITY & BUSINESS SERVICES** 

**INFORMATION & COMMUNICATIONS TECHNOLOGY** 

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# **ELECTED MEMBER MEETING ATTENDANCE**

#### **Council Meetings**

Council meetings are held monthly at the City of Vincent Administration Building. The attendances of Council Members at Council meetings for the 2023/24 financial year are shown in the table below.

MEMBERS	ENTITLED TO ATTEND	ATTENDED	ATTENDED ELECTRONICALLY	APOLOGIES	LEAVE OF ABSENCE
Mayor Alison Xamon	7	7			
Cr Alex Castle	11	11			
Cr Ron Alexander	11	9		2	
Cr Ashlee la Fontaine	7	6		1	
Cr Sophie Greer	7	7			
Cr Jonathan Hallett	11	10		1	
Cr Ashley Wallace	11	9		2	
Cr Nicole Woolf	7	6		1	
Cr Suzanne Worner	11	11			
Mayor Emma Cole (term ended October 2023)	4	4			
Cr Susan Gontaszewski (term ended October 2023)	4	4			
Cr Dan Loden (term ended October 2023)	4	3			1
Cr Ross Ioppolo (term ended October 2023)	4	1		1	2

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#### **Special Council Meetings**

MEMBERS	ENTITLED TO ATTEND	ATTENDED	ATTENDED ELECTRONICALLY	APOLOGIES	LEAVE OF ABSENCE
Mayor Alison Xamon	1	1	0	0	0
Cr Ashlee la Fontaine	1	1	0	0	0
Cr Sophie Greer	1	1	0	0	0
Cr Nicole Woolf	1	1	0	0	0
Cr Alex Castle	1	1	0	0	0
Cr Ashley Wallace	1	1	0	0	0
Cr Jonathan Hallett	1	1	0	0	0
Cr Ron Alexander	1	1	0	0	0
Cr Suzanne Worner	1	1	0	0	0
Mayor Emma Cole	0	0	0	0	0
Cr Susan Gontaszewski	0	0	0	0	0
Cr Dan Loden	0	0	0	0	0
Cr Ross Ioppolo	0	0	0	0	0

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#### **Audit and Risk Committee Meetings**

The Audit and Risk Committee is responsible for reviewing and making recommendations to Council regarding financial management, risk management, internal controls, legislative compliance, internal and external audit planning and reporting.

The Audit and Risk Committee meets quarterly and the recommendations of the Audit and Risk Committee are then presented to Council.

MEMBERS	ENTITLED TO ATTEND	MEETINGS ATTENDED	APOLOGIES	LEAVE OF ABSENCE	RECEIVED PAYMENT
Cr loppolo (July 23 – Oct 23)	2	1		1	#
Cr Gontaszewski (July 23 – Oct 23)	2	1	1		#
Cr Wallace (July 23 – Oct 23)	2	0	1	1	#
Cr Alexander (July 23 – June 24)	5	3	2		#
Mayor Xamon (Oct 23 – June 24)	3	3			#
Cr Castle Oct (23 – June 24)	3	3			#
Cr Jonathan Hallett (Oct 23 – June 24)	3	3			#
Conley Manifis* (Chair July 23 – Oct 23)	5	5			1
George Araj (Chair Oct 23 – June 24)	5	4	1		1
Olaf Goy* (June 23 – Oct 23)	2	0	2		#
Baptiste Isambert (Oct 23 – June 24)	3	2	1		0

<sup>\*</sup>denotes external member

# ineligible to receive payment. Meeting attendance fees approved for independent committee members item 12.3 OCM 19 March 2024.

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#### **Advisory Group Meetings**

Elected members sit on a number of Advisory Groups.

#### **Arts Advisory Group**

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COUNCIL MEMBER	ENTITLED TO ATTEND	ATTENDED	APOLOGIES	LEAVE OF ABSENCE
Cr Worner (Oct 21 – Jun 24)	3	3		
Cr Castle (July 23 – Oct 23)	1	1		
Cr Greer (Oct 23 – June 24)	2	2		
Cr Wallace (Oct 23 – June 24)	2	1	1	

#### Sustainability and Transport Advisory Group

COUNCIL MEMBER	ENTITLED TO ATTEND	ATTENDED	APOLOGIES	LEAVE OF ABSENCE
Cr Loden (July 23 – Oct 23)	3	3		
Cr Hallett (July 23 – Oct 23)	1	1		
Cr Wallace (Oct 23 – June 24)	2	2		
Cr La Fontaine (Oct 23 – June 24)	2	1	1	

#### Reconciliation Action Plan Working Group\*

COUNCIL MEMBER	ENTITLED TO ATTEND
Cr Loden	0
Cr Hallett	0
Cr Worner	0

#### Children and Young People Advisory Group\*

COUNCIL MEMBER	ENTITLED TO ATTEND
Cr Castle	0
Cr Alexander	0

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<sup>\*</sup>Group operated between Oct 21 – Oct 23 following which no meetings were convened for the remainder of the year.

# **ELECTED MEMBER ALLOWANCES**

MEMBERS	MAYOR'S ALLOWANCE	DEPUTY MAYOR'S ALLOWANCE	ATTENDANCE FEES	ALLOWANCE FOR ICT	TRAVEL AND ACCOMODATION	TOTAL
Mayor Alison Xamon	\$45,538	-	\$22,391	\$2,500	\$33	\$70,462
Cr Alex Castle	-	\$11,385	\$24,170	\$2,500	_	\$38,055
Cr Ron Alexander	-	-	\$24,170	\$2,500	_	\$26,670
Cr Ashlee la Fontaine	-	-	\$16,698	\$2,500	-	\$19,198
Cr Sophie Greer	-	-	\$16,698	\$2,500	-	\$19,198
Cr Jonathan Hallett	-	-	\$24,170	\$2,500	_	\$26,670
Cr Ashley Wallace	-	-	\$24,170	\$2,500	_	\$26,670
Cr Nicole Woolf	-	-	\$16,698	\$2,500	-	\$19,198
Cr Suzanne Worner	-	-	\$24,170	\$2,500	-	\$26,670
Mayor Emma Cole (term ended October 2023)	\$20,200	-	\$9,853	-	\$51	\$30,104
Cr Susan Gontaszewski (term ended October 2023)	-	\$5,050	\$7,407	-	-	\$12,457
Cr Dan Loden (term ended October 2023)	-	-	\$7,407	-	-	\$7,407
Cr Ross Ioppolo (term ended October 2023)	-	-	\$7,407	-	-	\$7,407
	\$65,738	\$16,435	\$225,409	22,500	\$84	\$330,166

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# EMPLOYEE REMUNERATION

As per the requirements of the Local Government (Administration) Regulations 1996, tabled below are the number of City of Vincent employees earning over \$130,000 per annum.

SALARIES IN EXCESS OF \$130,000	NO OF POSITIONS
Salary between \$130,001 – \$140,000	5
Salary between \$140,001 – \$150,000	8
Salary between \$150,001 – \$160,000	2
Salary between \$160,001 – \$170,000	
Salary between \$170,001 – \$180,000	
Salary between \$180,001 – \$190,000	1
Salary between \$190,001 – \$200,000	1
Salary between \$200,001 – \$210,000	
Salary between \$210,001 – \$220,000	2
Salary between \$220,001 – \$230,000	
Salary between \$230,001 – \$240,000	
Salary between \$240,001 – \$250,000	
Salary between \$250,001 – \$260,000	
Salary between \$260,001 – \$270,000	1
Salary between \$270,001 - \$280,000	

Remuneration paid to the Chief Executive Officer was \$267,776 (base salary) per annum.

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# GENDER EQUALITY REPORT

#### **Gender Pay Gap**

The gender pay gap is calculated as the difference between women's and men's average weekly full-time equivalent earnings, as a percentage of men's earnings. The Workplace Gender Equality Agency (WGEA) published base salary and total remuneration median gender pay gaps for private sector employers in Australia with 100 or more employees on 27 February 2024.

#### The results show:

- 30% of employers have a median gender pay gap between the target range of -5% and +5%.
- 62% of median employer gender pay gaps are over 5% and in favour of men.
- The rest (8%) are less than -5% and in favour of women.
- Across all employers, 50% have a gender pay gap of over 9.1%.

The City of Vincent is at a gender pay gap of 1.05%.

CITY OF VINCENT BASE SALARY BY GENDER				
Female	145 permanent and fixed term staff	Average base salary \$84,921.59		
Male	138 permanent and fixed term staff	Average base salary \$89,444.20		

COV – LEVEL 7 AND ABOVE				
Female	75	50.67%		
Male	73	49.33%		
Total	148	100%		

Women make up 30 per cent of the Executive Management Committee. 46 per cent of Coordinators and 47 per cent of Managers at the City are female.

Vincent is known to be a flexible and family-friendly local government organisation, with 25 per cent of the workforce in part-time roles. This benefit has attracted many staff members across all directorates.

Vincent also offers other flexible arrangements such as a flexible working week (for example, a nine or eight day fortnight) and the ability to work from home.

The 25 per cent part-time arrangements comprise a combination of part-time positions, full-time positions being filled part-time upon return from parental leave, job share arrangements and flexible working arrangement requests to reduce hours.

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In 2023/24, Vincent provided 157 career and professional development opportunities (38 per cent) to female staff in the form of secondments and higher duties.



## RECORD KEEPING STATEMENT

#### Transparency and Accountability

In accordance with Section 5.121 of the *Local Government Act 1995*, the City maintains a register of complaints of minor breaches which details:

- Name of council member about whom the complaint is made.
- Name of person who makes the complaint.
- Description of the minor breach that the standards panel finds has occurred.
- Details of action taken.

No entries (upheld complaints) were made on the complaints register for 2023/24. The City recorded nine alleged breaches per the Code of Conduct in 2023/24.

#### **Recordkeeping Plan**

The City's current Recordkeeping Plan (RKP 2021033) was approved by the State Records Commission on 16 November 2021. The plan and associated policy and procedures are comprehensive and address all requirements of the State Records Office.

#### **Recordkeeping Systems**

A review of all enterprise applications and financial management systems was carried out in line with the Corporate Business Plan. The efficiency and effectiveness of the City's Electronic Document and Records Management System (EDRMS) was reviewed in 2017 and upgraded from HP TRIM to HPE Content Manager. The City is currently reviewing alternative EDRMS options associated with Microsoft 365 and Opus.

#### **Recordkeeping Training**

The City's recordkeeping training program includes monthly sessions made available to all staff. The efficiency and effectiveness of this training program is reviewed via feedback from staff attending those sessions. In addition, all new starters are required to complete an induction program conducted by Records staff, to ensure they are aware of their roles and responsibilities with regards to their compliance with the Recordkeeping Plan.

#### **Digital Records Strategy**

In 2023/24, the City continued to pursue its digital records strategy aimed at operating in a purely digital environment. The City no longer creates hard copy files.

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Item 7.6- Attachment 1

# FREEDOM OF INFORMATION

The City is subject to the provisions of the Freedom of Information Act 1992 (the FOI Act).

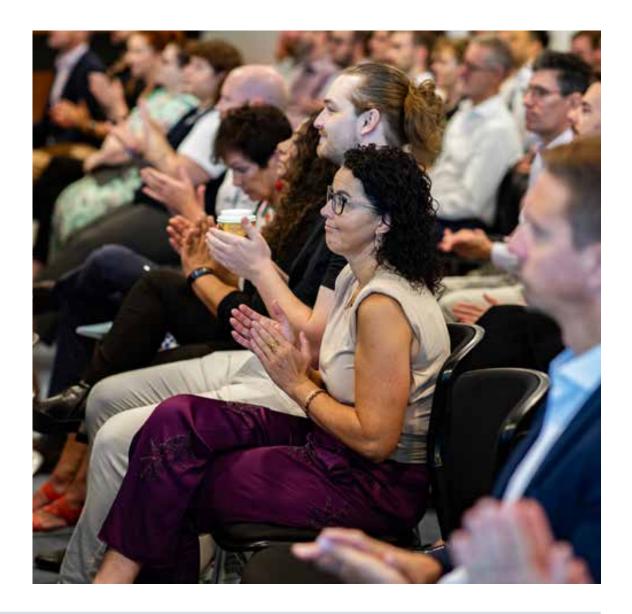
The FOI Act gives the public a general right of access to information held by the City, subject to limitations as set out in Clauses 1 to 15 of Schedule 1 to the Act.

It also provides the right of review in relation to decisions made by the City to refuse access to information applied for under the FOI Act.

Further information is available on the City's website.

In 2023/24, the City received and responded to eight requests under the Act.

The City maintains a public register of applications received, including a summary of records sought and decisions made.



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# TO BE SUPPLIED FINANCIAL REPORTS





## **CEO FOREWORD**

I am pleased to present this CEO KPIs Results Report for 2023–2024.

In 2023 we farewelled former Mayor Cole and outgoing Councillors and welcomed Mayor Xamon and new Councillors to the City of Vincent.

We managed a smooth Local Government election process and ran a comprehensive induction program for our new Elected Members.

The Council decision making process ran smoothly during this period which reflects the strong collaborative relationship we have between Council and Administrative staff.

We have again successfully reviewed and updated our Integrated Planning and Reporting Framework suite of documents including the Long Term Financial Plan, Corporate Business Plan and Capital Works Program.

This comprehensive approach to long and medium term planning helps facilitate a smooth Annual Budget process.

This report demonstrates strong progress on delivering on Council's portfolio of Strategic Projects and Capital Works Program.

We continue to improve our capacity and capability in this area which is well supported by the integration of our Project Management Framework, Contract Management Framework and Community Engagement Framework.

The City of Vincent has a mature approach to long term strategic town planning and we are progressing plans for all our Town Centres. We also have a skilled approach to managing a large and complex range of

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 2



planning and building applications and associated development issues.

We have continued to improve our approach to customer service and made big improvements through the successful completion of the Small Business Friendly Approvals Program.

We ramped up our advocacy on major projects and grants and had big wins on funding for Leederville Oval and Robertson Park.

We were also successful in advocacy on road safety – receiving State Government support to drop the speed limit from 50km/h to 40km/h on all our local roads.

Our most protracted local planning issue has been the ongoing operation of two concrete batching plants in Claisebrook.

We successfully advocated to the State Government to initiate the process to establish Improvement Plans on both sites to bring their current land use into line with Council's approved local planning framework for the area.

The City continues to have a robust and continually improving compliance function. This includes continued progress in implementation of our Policy Review Program.

Effective and efficient delivery of our services is underpinned by our Annual Service Delivery Review Program and suite of Team Strategy Houses and Services on a Page. This continues to inform our annual review and update of our Workforce Plan.

We continue to move towards best practice in our financial and systems management which has been validated by our external financial audit and ICT performance audit findings.

The City of Vincent places the highest priority on our approach to sustainability and the environment. Our parks and urban tree canopy are central to this.

Our ability to protect and grow the urban tree canopy is challenged by loss of mature trees on private property and the devastation caused by Polyphagous Shot-Hole Borer (PSHB). During the past year we have focused our attention on these critical issues which will be a key focus of our work during next financial year.

I would like to acknowledge the strong support and hard work of Mayor Xamon, Council Members and all Vincent staff members for making this a highly productive and successful year.

And I would like to thank and recognise former Mayor Cole, former Deputy Mayor Gontaszewski, Dan Loden and Ross loppolo for their contributions to the City of Vincent and the shared achievements during this review period.

David MacLennan

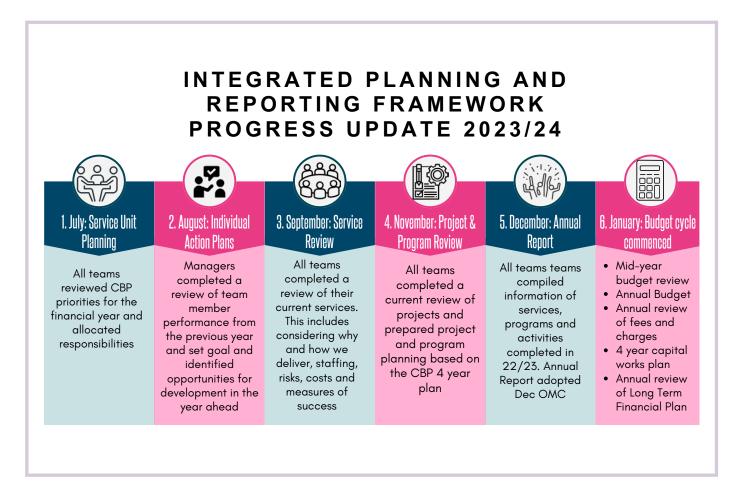
CEO KPIS 2023/24 REPORT

Strat	egic outcome	Performance criteria	Frequency
1	Strategic, Corporate and Financial Planning and Management		
	Alignment and delivery of long-term, medium-term and short-term strategies and plans	Quality and timeliness of advice and management of the annual Integrated Planning and Reporting Framework update and budget process.	Bi-annual
2	Strategic projects		
2.1	Vincent Underground Power Program.	Strategic Projects delivered in line with project plans and Council decisions.	Quarterly
2.2	Leederville Carpark Redevelopment.		
2.3	Beatty Park Leisure Centre.		
2.4	Robertson Park Development Plan.		
2.5	Banks Reserve Master Plan.		
2.6	Leederville Oval Civic Precinct Master Plan.		
2.7	Britannia North West Reserve Development Plan.		
3	Strategic focus areas		
3.1	Embed Council's new Strategic Community Plan.	Present a report on progress on the strategic focus areas by 30 June 2024.	Bi-annual
3.2	Prepare the Local Planning Scheme and Strategy Review.		
3.3a	Improve customer service experience.		
3.3b	Small Business Friendly Approvals Program.		
3.4	Advocate on major projects particularly Beatty Park 2062 and concrete batching plants.		
3.5	Continue to improve the City's maturity in project and contract management.		
3.6	Improve planning and delivery of Capital Works Program.		
4	Performance of the functions of the CEO		
4.1	Coordinate professional advice and assistance for Council.	Present a report on achievement of the functions of the CEO by 30 June 2024.	Bi-annual
4.2	Facilitate the implementation of council decisions.		
4.3	Manage the effective delivery of local government services, operations and functions.		
4.4	Ensure delegated functions and decisions are managed prudently.		
4.5	Effective management of staff and City resources.		
4.6	Induction and capacity building of new Elected Members following Local Government Election.		

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 Strategic, corporate and financial planning and management:

Alignment and delivery of long-term, medium-term and short-term strategies and plans.



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Item 7.6- Attachment 2

 Strategic, corporate and financial planning and management:

Alignment and delivery of long-term, medium-term and short-term strategies and plans.

# INTEGRATED PLANNING AND REPORTING FRAMEWORK PROGRESS UPDATE 2023/24



7. February: Delegations Review

All teams
completed a
review of their
current
delegations to
confirm consistent
with legislative
responsibilities.
New delegations
identified.



8. March: Compliance Audit Return

The annual review of the City's Compliance with Local Government Act 1995 obligations completed and tabled for Council.



9. April: Corporate <u>Bus</u>iness Plan Revi<u>ew</u>

All teams completed a review of their priorities for the next 4 years, capturing services and programs and projects to be tabled in the CBP for Council's adoption.



10. May: Review Business Continuity Plan

Review of the City's Business Continuity Plan commenced using information captured in the Service Review Program to identify high risk priorities.



11. June: Review CEO KPI's

All teams
completed a
review of current
CEO KPI's and
collated
information to
capture
performance
outcomes.

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#### 2. Strategic projects



### **City of Vincent Strategic Projects Update**

Updated 11 June 2024

CITY OF VINCENT

Project Count

21



\$188.6M

**Key Messages** 

Vincent Underground Power Project - Procurement of design contractor for 1st project area. Construction tender for 2nd project area.

Beatty Park:

Change rooms - Structural steel to be delivered and install mid June.

Mt Hawthorn Skate Space - Construction progressing.

Litis Stadium - Retaining walls have been core filled.

Banks Reserve - Interpretation node construction expected in June. Walter's Brook crossing RFQ awaiting execution.

Robertson Park - Stage 1A works at 50%. Expected completion August. Detailed design for Stage 1B at 50%

**Updated or Completed Projects** 

**Project Changes** 

Beatty Park Changerooms:

- additional hydraulic works
- northern wall demolition

Litis Stadium:

superintendency fees

Check-Ins

Nil for this period

**Project Closures** 

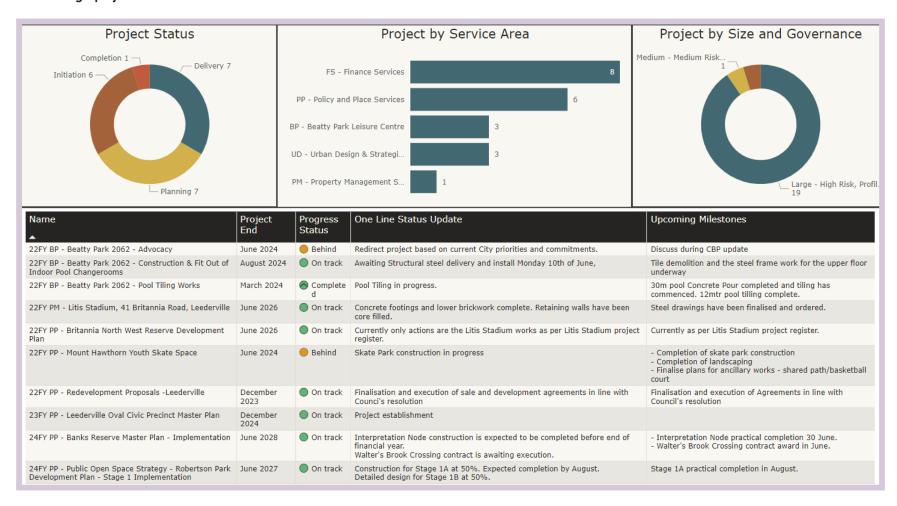
Nil for this period

**Upcoming Items for Consideration** 

Nil for this period

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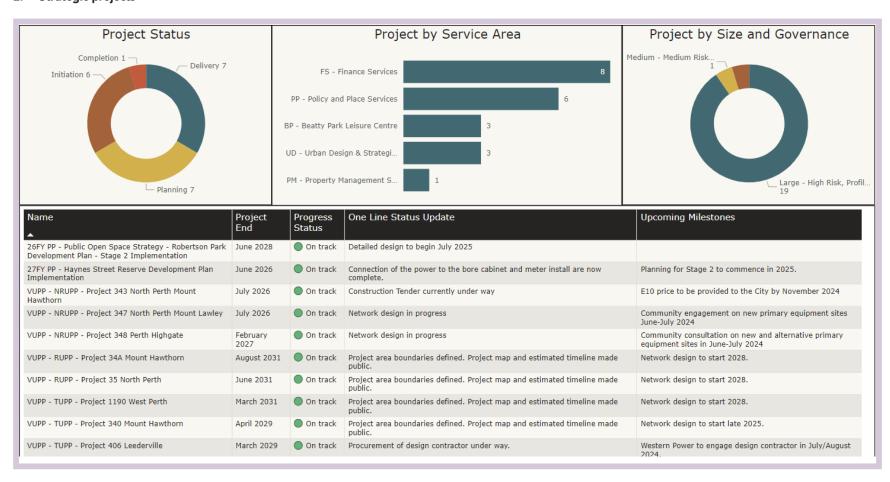
#### 2. Strategic projects



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Item 7.6- Attachment 2

#### 2. Strategic projects



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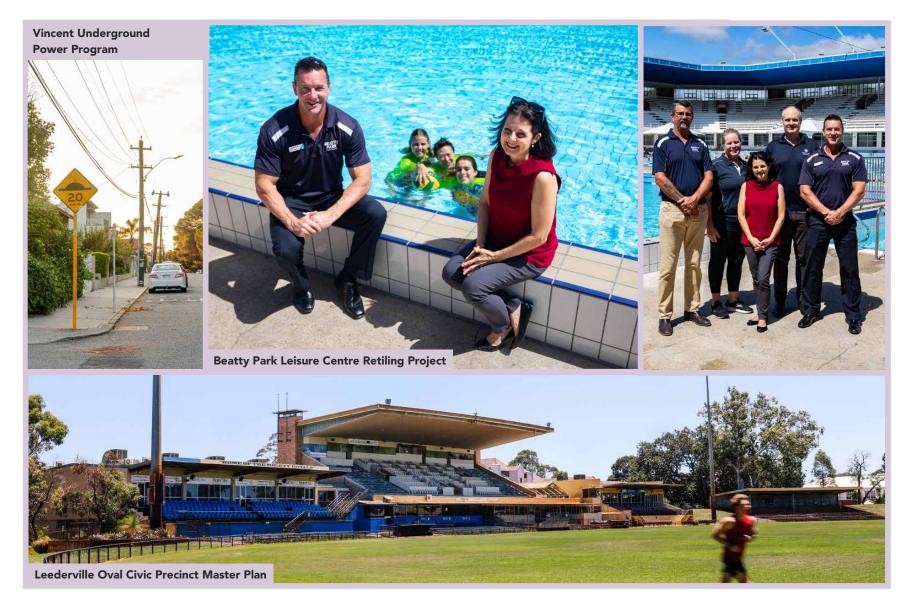
#### 2. Strategic projects

## LEEDERVILLE CARPARK REDEVELOPMENT

The Major Land Transaction for the Leederville Carpark Redevelopment was entered into with Hesperia, with the transaction documents signed and sealed by the Mayor and CEO. Hesperia are now contracted to deliver the redevelopment in line with their proposal and Council's Business Plan.



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3.1 Embed Council's new Strategic Community Plan As the City's guiding strategic document, all communications refer to the strategic pillars or deliverables of the Strategic Community Plan (SCP) where possible and appropriate.

To ensure the SCP is embedded across the organisation and all staff are aware of the updated plan, a comprehensive communications plan has been rolled out.

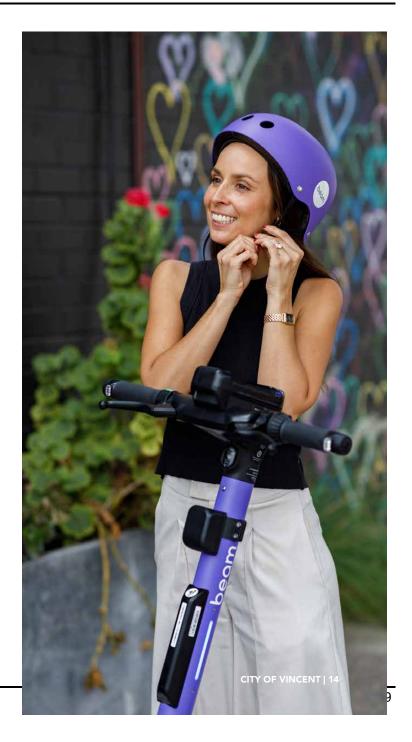
#### Internal communications activities included:

- Posters outlining key deliverables of the plan distributed to Beatty Park, Library, Administration Building and the Depot.
- SCP's vision and values included on desktop backgrounds of all staff PCs.
- Staff email signature featured SCP.
- SCP published on Vintranet.

#### **External communications activities included:**

- News article linking to the SCP on the website.
- Article in the June 2023 e-newsletter distributed to 12,000 subscribers.
- Article in the monthly newspaper advertisement.
- Social media posts.

The SCP has also been and continues to be, referenced in media releases.





3.2 Prepare the Local
Planning Scheme and
Strategy Review

#### **HOW DID WE GET HERE?**

- The State Government's Planning and Development (Local Planning Schemes) Regulations 2015 require a review of the Local Planning Scheme and Strategy (LPS2) every five years.
- The current Local Planning Strategy was endorsed by the Western Australian Planning Commission (WAPC) in November 2016, while LPS2 was gazetted in May 2018.
- The City commenced its review (a Report of Review) of the Strategy and LPS2 in 2022, well in advance of the mandated review period of five years.
- Key outcomes of this Report of Review included:
  - Amended strategy to align with the Strategic Community Plan and address emerging trends.
  - Updating and consolidation of existing strategy actions.
  - LPS2 to provide specific guidance and focus on the future of our town centre areas (see diagram), transit corridors and significant development sites.
- The WAPC considered the Report of Review in August 2022 and identified additional requirements. This included alignment with the State Planning Framework, analysis of dwelling targets, and recommendations for public open space.

#### WHAT'S INVOLVED?

- Since the findings for the Report of Review were handed down, the City has worked on a number of initiatives for the Strategy including:
  - Developing our own Department of Planning, Lands and Heritage-endorsed methodology to calculate our current and future dwelling yields for the strategy.
  - Synthesising and consolidating 119 individual strategy actions into 40, ranging from advocacy to specific scheme provisions.
  - Advancing the City's position on key and emerging issues with the DPLH including:
    - third party billboard signage
    - the sale and consumption of tobacco products
    - transit corridor development
    - residential character and streetscapes
    - creative land uses
    - dwelling mix and housing affordability
    - sustainability and urban greening
    - public health.

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3.2 Prepare the Local
Planning Scheme and
Strategy Review

#### WHAT HAVE WE BEEN DOING?

- Work has begun on the preparation of the draft amended strategy. This has been informed by information collected from past engagement activities undertaken for other projects.
- Early engagement has occurred with Elected Members in relation to key focus areas of the amended strategy. This engagement will continue throughout the preparation of the draft amended strategy.
- Some of the key focus areas of the strategy include:
  - Improving the clarity of the strategy
    - Our amended Strategy will be more reader-friendly. It will be updated to follow best practice guidance by the State Government and designed to ensure the information is clear and accessible.
  - Hierarchy of Activity Centres
  - The State Government's urban consolidation principles for a more sustainable Perth identify a need to increase the amount of infill development. The current strategy lacks clarity on lower-order centres and out-of-centre development. The draft amended strategy would seek to provide a clear identification for its activity centres and establish a framework for its future growth areas that require further planning.
  - Dwelling mix and housing affordability
    - The draft amended strategy would seek to prioritise outcomes which provide mechanisms within the local planning framework to encourage and provide for more diverse housing options.

- Sustainability and urban greening
  - The City has heard from the community about the importance of sustainable design and increasing our tree canopy. The draft amended strategy would seek to go above and beyond the State Government's position on tree canopy provision and tree retention on private land to make our City greener and more liveable.
- Public Health
  - The City has heard from community about the negative public health impacts of tobacco, alcohol and unhealthy food consumption. The amended strategy would seek mechanisms within the planning framework to be put in place to limit their exposure within the community. This will be the first of its kind in Western Australia.

#### THE JOURNEY AHEAD

- Ongoing Elected Member engagement and a review of the existing framework of the City will help to guide the drafting of the strategy.
- An endorsed draft strategy by Council will be advertised to the community inviting comments to inform if we have got it right before it is determined by the WA Planning Commission.

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3.2 Prepare the Local Planning Scheme and Strategy Review



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FRESH AIR – YOU'RE
WELCOME: SMOKE-FREE
TOWN CENTRES PROJECT

#### Overview:

The City is the first Western Australian Local Government to implement smoke and vape-free environments within its town centres, showing public health leadership and best practice in health and wellbeing.

The project is part of the City's Public Health Plan 2020 – 2025 and aims to reduce environmental smoke from cigarettes and e-cigarettes (vapes) in our town centres.

In November 2022, the project saw parts of North Perth, Mt Hawthorn, Leederville, William Street and Beaufort Street become smoke and vape-free.

#### Public health leadership:

- **First** WA Local Government to include smoke and vape-free areas within our Local Law.
- **First** WA Local Government to introduce a local planning policy aimed at restricting the sale and promotion of tobacco, smoking related implements or the use of tobacco.
- **Successfully received** two Healthway grants, which supported the delivery of the project.
- Recognised as an award worthy project, having been shortlisted for five awards, presented at six conferences and coverage in 11 local news articles.

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FRESH AIR – YOU'RE
WELCOME: SMOKE-FREE
TOWN CENTRES PROJECT

### **Project highlights:**

- Achieved a 42 per cent reduction in people smoking cigarettes in our town centres in just 12 months.
- **Education first approach** engaging with 3360 residents and visitors at workshops, town centre campaigns, events and reaching over 11,000 people through online campaigns.
- **Widespread support** from 88 per cent of community and businesses, a year into the project.
- **Delivered** five vaping education workshops to Year Six students at Highgate and Kyilla Primary Schools.
- **Collaboration** with 20 businesses, nine pharmacies and seven community services.
- **Engaged** with The Y, Foyer Oxford and Freedom Centre to build capacity and knowledge about vaping, enabling them to educate and support young people.

#### Priorities for 2024/25:

- Explore opportunities for new smoke and vape-free spaces within the City.
- Deliver smoke and vape-free campaigns in hotspot areas.
- Working further with local businesses to continue to raise awareness.
- Advocate and support other local governments to create smoke and vape-areas.
- E-cigarette (vaping) education will be a priority\*.

\*Results showed a 52 per cent increase in vaping behaviour (national data shows vaping has nearly tripled between 2019 and 2023).

### Quotes from the community

- "I think it's a fantastic idea. It makes the area more enjoyable." (Resident)
- "I love that I can safely walk my kids into Leederville and enjoy a meal without walking through other people's smoke." (Resident)
- "There has been lots of positive feedback from guests as they have enjoyed the terrace being more welcoming, family friendly and activated now that smoking is not permitted there." (The Paddington Ale House owners ARK Group)



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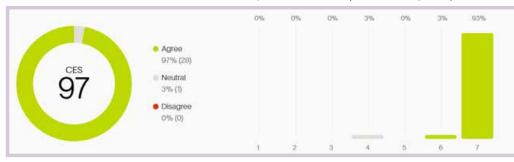
## 3.3a Customer Experience Project

The Customer Experience Project is all about putting customers first and making it easy for our community to do business with us, ensuring they feel welcome and valued.

As part of this project, we need everyone in the organisation to understand the role they play in providing great customer service.

In March 2024, we commenced a light-hearted internal communications campaign to educate and inform Team Vincent about the project. The campaign also aims to educate staff on the Customer Service Charter and the complaint management policy.

The Customer Relations Team scored **97 per cent Customer Effort Score** when customers were asked to rate the statement 'Vincent made it easy for me to ask a question or log a request'.





#### 2023/24 Customer Experience Project Highlights:

- Planning for upgrades to the Customer Service Hub at the Administration Building to improve accessibility for our customers and to make it a more welcoming and inviting space.
- Continuation of the roll out the Customer Request
  Management system to manage customer enquiries and
  requests, and improve the customer experience journey.
- Development of a Customer Service Knowledge Base to ensure consistent and accurate information is provided to all customers.
- Improvements to the navigation and layout of the City's website to improve customer experience.
- Small Business Friendly processes embedded through a dedicated small business advisor in the Customer Relations team.

Ongoing measurement and reporting of customer feedback through the Delighted platform enables us to continually monitor and evaluate our customer service delivery across a number of touchpoints.

Customers visiting the Customer Service Hub over the past 12 months gave a Customer Satisfaction Score (CSAT) of 96 per cent for the service received. The satisfaction rating for the previous year was 92 per cent.

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## 3.3a Customer Experience Project

#### MAKING IT EASIER TO DO BUSINESS WITH US

In 2023, the City provided a letter of support to the State Government through Tourism WA for their bid to attract the Rugby SVNS tournament to Perth. The bid was successful, and it was announced that HBF Park would host the tournament for the next three years with it then potentially moving to Optus Stadium.

A number of teams from Vincent were involved in the event organisation including Health, Building and Compliance, Rangers, Engineering and Marketing and Communications.

As with the FIFA Women's World  $Cup^{TM}$ , Vincent provided one single point of contact to ensure a seamless interface between event organisers – World Rugby and Rugby Australia, the venue, and Vincent.

An area of Loton Park was fenced off from early January to allow for turf maintenance and remediation to provide a world-class warm up area for the teams. The week before the Australia Day weekend, Loton park was transformed during the biggest bump-in ever seen there. Twenty-four air-conditioned change room marquees were erected to one side of the warm-up pitch.

The other side of the warm up area was turned into a beach club complete with clubhouse, sand pit, deck chairs, umbrellas and tables an chairs. Food trucks lined the path along the edge of the area providing additional food and beverage options for spectators.

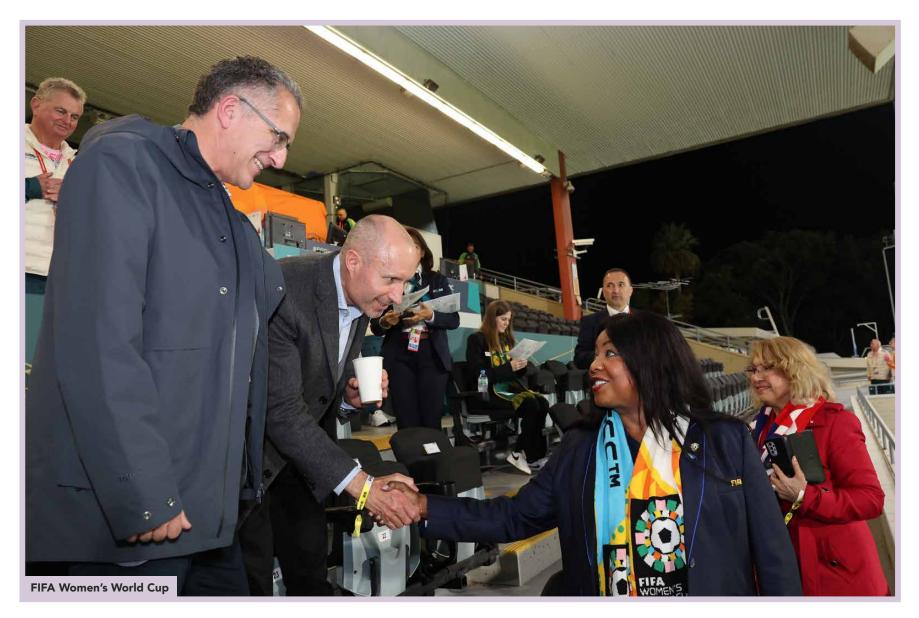
The tournament took place from Friday 26 January to Sunday 28 January 2024, with the final day a sell-out.

Twelve men's and twelve women's teams competed across the weekend.



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Item 7.6- Attachment 2



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#### LITTLE ITALY FESTIVAL

In early June, the City helped create the Little Italy Festival as part of the State Government's celebration of Italian football.

On Saturday 1 June, the car park behind the WA Italian Club and Dorrien Gardens was transformed into an Italian piazza as thousands of attendees celebrated live music, football games and an array of authentic food.

The festival followed a blockbuster match between AC Milan vs. AS Roma at Optus Stadium on 31 May.

HBF Park hosted team open training sessions on the day before the big match, achieving international media coverage.

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# 3.3b Small Business Friendly Approvals Program

# MAKING APPROVALS FOR SMALL BUSINESS EASY: STEP BY STEP David MacLennan | LinkedIn

Starting a new business or taking over an existing one should be an exciting time focused on creating new opportunities.

But navigating the planning, building and health requirements can feel like a struggle.

The City of Vincent is committed to supporting small businesses every step of the way throughout the approval journey.

We are here to help your entrepreneurial dreams become a reality.

There are many ways a local government can help small businesses by enhancing their streetscapes.

The City of Vincent supports our local businesses to utilise public spaces to create vibrant places.

We encourage businesses to think outside the box to utilise our streets, town centre parks, and civic squares to engage customers and enhance the streetscape.

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## 3.3b Small Business Friendly **Approvals Program**

We offer up to 11 types of Public Space Activation:

- 1 Alfresco dining
- 2 Displaying goods
- 3 Displaying an A-frame sign
- 4 Cooking on the footpath
- **5** Organising street entertainment
- 6 Installing street furniture
- 7 Affixed eating area furniture
- 8 Hosting a pop-up parklet
- **9** Hosting a pop-up eatlet
- 10 Installing a parklet
- 11 Installing an eatlet

Where possible, we have made these approvals instant or very fast.

We have also created a simple and centralised system for all the approval procedures involved in starting or taking over a business within the City of Vincent.

From permits and licenses to inspections and compliance, we'll walk businesses through each stage of the process, ensuring that they have the information and resources needed to successfully obtain the necessary approvals.

This initiative was a key outcome from the City of Vincent's participation in the Small Business Friendly Approvals (SBFA) Program run by the Small Business Development Corporation (SBDC). Many thanks to everyone involved including our working group members and local businesses who shared their own experiences to help identify improvements to our approvals process.



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City Of Vincent Records

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## 3.3b Small Business Friendly Approvals Program



Our ref: D24/3485

David MacLennan Chief Executive Officer City of Vincent PO Box 82 LEEDERVILLE WA 6902

Dear Mr MacLennan

SMALL BUSINESS FRIENDLY APPROVALS PROGRAM 24-MONTH MILESTONE AND FINAL REPORT

I write to acknowledge and congratulate the City on its participation in the Small Business Friendly Approvals Program (the Program), and the accomplishments of your team in developing and implementing the bespoke reforms established to improve the operating environment for small businesses in the City of Vincent.

The recently received 24-month milestone report demonstrates the great efforts by staff to attract new investment and make it easier for your small businesses to start, grow and thrive.

Whilst the Vincent Program was delivered during the pandemic, with health orders in place, and at a time that resources were strained across the local government sector, I was always pleased to be updated on the absolute commitment by you and your team to the Program during what at times were trying circumstances.

As reflected in the final report, this determination has continued, with the team achieving a high rate of reform progression or completion, with the remaining actions and tasks informing future work plans.

While it was a small team led by Joslin Colli that developed and drove reform implementation, it is fully appreciated that it required the support and commitment of the entire organisation to achieve this success.

The team's continued focus over the two-year implementation phase has closely aligned and contributed to Streamline WA's whole-of-government objective to improve the way we develop and apply regulation in WA and contribute to creating and supporting a robust small business sector within communities.

level 2, 140 William Sneet, Perin WA 6000, GPO 8ox C111, Perin WA 6001 T; 133 140 E: Info@smalbusiness.wa.gov.au\_smallbusiness.wa.gov.au

RECEIVED

17 MAY 2024

Many initiatives of the City of Vincent, during and post Program delivery to 22 WA local governments, was promoted by the SBDC as best practice case studies. I look forward to continuing to share these achievements and hope we can work together in the future to encourage others to develop and implement innovative practices that benefit small

Please pass on my congratulations and thanks to your Approvals Program champions, staff, and Elected Members, on supporting and achieving reform delivery.

Yours sincerely

d. 21

David Eaton PSM Small Business Commissioner

2 May 2024

CC: Joslin Colli, Chief Governance and Audit Officer and Approvals Program Project Lead

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# 3.3b Small Business Friendly Approvals Program

Since the commencement of this program in 2022 during COVID-19, the City has worked to action 263 tasks that were identified in the Small Business Friendly Approval Program Final report. The program was officially completed on the 30 April 2024 with the City submitting its final report having completed 93 per cent of tasks commenced.

Focus for the last six months has been around the events process with consolidated information developed for the City's website, improved application form and infographic prepared capturing various elements of an event that may require approval.

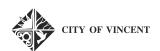
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3.4 Advocate for major projects





#### **INFORMATION SHEET**

## NORTH CLAISEBROOK CONCRETE BATCHING PLANTS RELOCATION PLAN

Two multinational concrete companies, currently operating in North Claisebrook, have applied to the State Government for a further seven-year extension to their current planning approvals, which are set to expire on 30 June 2024.

#### WHY SHOULD BOTH CONCRETE BATCHING PLANTS BE REQUIRED TO RELOCATE AND DIVEST THEIR LAND?

		Industrial operations, including concrete batching plants, are not permissible under the City of
	Planning	Vincent's planning scheme. The relocation of these plants will open up opportunities for high-density
		mixed-use development immediately adjoining the CBD.

	Environment	The plants generate noise and dust pollution which impacts adjacent residents. Relocating them to
		suitable zoned industrial land will alleviate this issue.

$\bigcirc$	Road Safety	Relocation to suitable zoned industrial land will ensure the large cement trucks are using the heavy
		vehicle road network – not local residential roads.

	Economic	Relocation will catalyse high density development in North Claisebrook, allowing the area to become a
	Economic	vibrant mixed-use precinct.

	Employment	Extending the current approvals provide no new jobs for the local economy, while relocation will
		provide jobs in the Claisebrook area within new mixed-use developments.

	Investment	Relocation will ensure new investment into the redevelopment of North Claisebrook and the industria
		areas to where they relocate.

CEO KPIS 2023/24 REPORT

#### 3.4 Advocate for major projects





7 November 2023

Hon. John Carey MLA Minister for Planning; Lands; Housing; Homelessness 11<sup>th</sup> Floor Dumas House 2 Havelock Street WEST PERTH WA 6005

Email: Minister.Carey@dpc.wa.gov.au

Dear Minister

#### RELOCATION OF CONCRETE BATCHING PLANTS IN CLAISEBROOK

I am writing to express Council and our community's great disappointment that the two concrete batching plants in Claisebrook have still not finalised their permanent relocation in line with the expiry of their planning approval on 30 June 2024.

The ongoing industrial operations of these two batching plants in a residential area continues to impact the health and amenity of the community through high levels of dust and noise from the constant heavy truck movements. The urgent relocation of these two plants in line with the imminent expiry of their planning approvals will be a relief to both long standing and new residents who have been promised an end to this torical planning anomaly which allowed industrial batching plants to operate in a mixed-use area.

The City of Vincent also considers the decommissioning, decontamination and demolition of these plants is a matter of regional importance which would enable high-density mixed-use development immediately adioining the Caisebrook Train Station.

Relocation of these two batching plants would facilitate the complete redevelopment and delivery of a Transit Orientated Development (TOD) immediately adjacent to the CBD. This would deliver housing for essential workers and students in the CBD including Royal Perth Hospital, Edith Cowan University and the new East Perth Primary School.

The City of Vincent's Local Planning Strategy and Local Planning Scheme No. 2 designates the Claisebrook batching plant sites and surrounding area high-density mixed-use. In October 2018, the Minister of Planning Rita Saffioti granted an additional 5 years development approval for the two sites expiring 30 June 2024.

There is no planning nor economic justification to allow these two batching plants operations to continue to sterilise a strategic urban redevelopment site.

The 30 June 2024 expiry date has provided certainty to the local community, property investors and the operators of the concrete batching plants that North Claisebrook will be revitalised as a high-density mixed-use TOD. North Claisebrook is serviced by both Claisebrook Station and East Perth Station providing links to the CBD, Perth Airport, Optus Stadium and HBF Park. East Perth Station is also the primary terminal for train and bus routes servicine recional WA.

Administration & Clvlc Centre 244 Vincent Street (Cnr Loftus), Leederville, Western Australia 6007

PO Box 82,

T: (08) 9273 6000

I would like to highlight the key issues which make the relocation of these two plants a matter of strategic

 The urban redevelopment of North Claisebrook would deliver major new housing adjacent to the CBD with significant community and affordable housing opportunities.

The batching plant subject sites are zoned Mixed Use and coded R160 under the City of Vincent Local Planning Scheme No. 2 (gazetted on 16 May 2018). Land in the surrounding area is also zoned Mixed Use and coded R100 under the local scheme and providensity and diversity; intensity of land use mix; employment oppor

in close proximity to major public transport and road infrastructure

The North Claisebrook Planning Framework proposes new develop
storeys in height. This would facilitate a wide range of affordable d
city with high amenity and employment levels.

- The relocation of the batching plants and redevelopment of this area all Government's strategic direction and strategic outcomes identified in n or strategies including:
  - Perth and Peel @3.5m; Metronet; Foundations for a Better Tomor Strategy); WA Housing Strategy 2020-2030; and State Planning Poli
  - The urban regeneration of North Claisebrook complements the rec Power Station site and densification in East Perth. The existing zon will enable the precinct to be home to a both a substantial residen variety of commercial businesses.
- The relocation of the batching plants will enable the revitalisation of No most sustainable and highest and best use of the land according to the State Planning Framework.
- The mixed-use, high-density redevelopment of the area will support the region and create additional local employment opportunities.

No overall economic output nor employment will be lost from metropolitan P two batching plant sites to appropriate zoned industrial areas. But their ongol prevent investment into the area to achieve the mixed-use high-density TOD tenable to enable the two industrial plants to indefinitely sterilise such a strat for Central Perth.

The City of Vincent and our community are seeking your support to ensure th batching plants to enable the highest and best use of this land consistent with

Cen-Va

Alison Xamon MAYOR

> cc. Hon Roger Cook, Premier of Western Australia Email: wa-government@dpc.wa.gov.au





Your ref: 5.2024.41.1 (D24/26073) Our ref: RLS/1133 & RLS/1134

David MacLennan Chief Executive Officer City of Vincent PO Box 82 LEEDERVILLE WA 6902

Transmitted via email: David.MacLennan@vincent.wa.gov.au

Dear David

CONSULTATION UNDER SECTION 119(3B) OF THE PLANNING AND DEVELOPMENT ACT 2005 - PREPARATION OF IMPROVEMENT PLANS FOR LOT 200 (71) EDWARD STREET, PERTH & LOT 1001 (120) CLAISEBROOK ROAD, PERTH

On 1 May 2024 the Western Australian Planning Commission (WAPC) resolved to commence preparation of two improvement plans over Lot 200 (71) Edward Street, Perth and Lot 1001 (120) Claisebrook Road, Perth. As you are aware, these sites are the location of the Hanson and Holcim concrete batching plants.

Section 119(38) of the Planning and Development Act 2005 requires that the WAPC consults with the local government prior to making a recommendation to the Minister Planning. For this purpose, please find attached copies of the draft improvement plans for your consideration. It would be appreciated if you could review these improvement plans as a matter of

it would be appreciated if you could review these improvement plans as a matter or priority, as it is anticipated that they will be presented to the WAPC on 29 May 2024 for consideration and recommendation to the Minister for Planning. Accordingly, your comments are respectfully requested by 13 May 2024.

Should you have any queries regarding this matter please contact Michael Daymond, Strategic Advisor WAPC, on 6551 9714 or via email Michael.Daymond@dplh.wa.gov.au

Yours sincerely

DRY

David Caddy Chairman Western Australian Planning Commission

1 May 2024

tal address: Locked Bag 2506 Perth WA 6001 Street address: 140 William Street Perth WA 6000
Tel: (08) 6551 8002 Fax: (08) 6551 9001 info@dpth.wa.gov.au www.dpth.wa.gov.au
ABN 35-482 341 493

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## 3.4 Advocate for major projects

#### MEDIA RELEASE 27 June 2024

# Plan set to move concrete batching plants from East Perth

Concrete batching plants in East Perth have been given a deadline of December 2027 to relocate their operations by the Western Australian Planning Commission (WAPC).

- WAPC sets December 2027 deadline for relocation of East Perth's two concrete batching plants
- Improvement plans created over each site to optimise future use of the land
   Government supports WAPC decision to provide certainty for local residents
- Government supports ward decision to provide deriainty for local resident

Concrete batching plants in East Perth have been given a deadline of December 2027 to relocate their operations by the Western Australian Planning Commission (WAPC).

The decision is backed up by the WAPC's creation of two improvement plans - one for each site - in a high-amenity enclave of East Perth.

The improvement plans will give government more capacity to enforce the conditions of approval and monitor progress towards relocation. It also ensures the land can be revitalised after decommissioning of the plants, bringing more homes and businesses to well-connected, central location.

Today's decision by the WAPC comes with strict deadlines the plants' operators must meet to progress relocation.

Rather than support the seven-year extension the operators had applied for, the WAPC instead today approved half that period – three-and-a-half years – along with a time-bound series of conditions which includes:

- By 1 July 2025, both operators must lodge a development application for an alternative site and reduce operating hours for the East Perth plants;
- A building permit must be lodged within six months of receiving development approval at an alternative site; and
- By 31 December 2027 at the latest, the East Perth plants must cease operating.

The Department of Planning, Lands and Heritage commissioned an independent report by consultancy firm Pracsys which found that closing the plants immediately could create short term "price shocks" in the concrete market which would impact major CBD construction projects.

The WAPC's media statement, including a summary of the conditions, is available at https://www.planning.wa.gov.au/news-and-media-statements

#### Comments attributed to Planning Minister John Carey:

"The Cook Labor Government is committed to moving these plants and supports the WAPC's decision to progress the relocation.

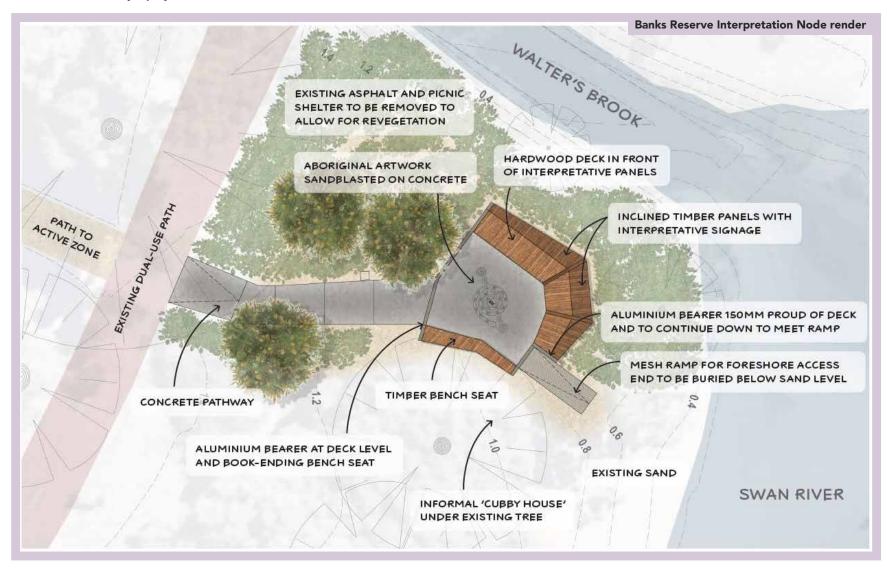
"The complexities of moving these plants have been extremely challenging to date, with a number of government agencies and the City of Vincent continuing to work with the plant operators to progress relocation.

"The strict conditions imposed set out a clear pathway to relocate these plants and bring the vision for this urban precinct to life, which the community has been strongly advocating for."

\*ends\*

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### 3.4 Advocate for major projects



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# 3.4 Advocate for major projects





Hon Roger Cook MLA Premier of Western Australia Hon Rita Saffioti MLA Deputy Premier; Treasurer; Minister for Transport; Tourism Hon John Carey BA MLA Minister for Planning; Lands; Housing; Homelessness

Dear Premier and Ministers,

#### Leederville Train Station Upgrade

We are seeking the State Government's support for the creation of Perth's best performing high density Transit Oriented Development (TOD) around Leederville Station.

The construction of the Mitchell Freeway in 1972 split Leederville in two. It is time to connect our two communities again.

We both support an increase in high quality mixed use development around Oxford Street in Leederville and around Cambridge Street in West Leederville. Both our Councils have endorsed Precinct Structure Plans for our respective areas. And the City of Vincent is progressing with a redevelopment of its two carparks in Leederville.

The missing part of this equation is the poor and unsafe pedestrian overpass for Leederville Station.

We would like to convert the current overpass into a bicycle only bridge and work with the State Government on the design and construction of a new pedestrian land bridge for the station and to connect Leederville and West Leederville. The land bridge would create an integrated, combined TOD in close proximity to the CBD. Leederville is a destination station with a growing number of office and retail workers in the area.

The current pedestrian overpass existed before the station was built. It has no climate protection, does not provide universal access and creates security issues due to the lack of passive surveillance. The poor state of the bridge and station is restricting our ability to encourage well-designed new transit oriented development. We also want this precinct to provide best practice access for people with for disability.

The City of Vincent and Town of Cambridge are seeking your Government's support to re-start the 2011 working group to update the business case, design and construct a new land bridge. We would like to invite representatives from the METRONET Taskforce, PTA, MRA and Main Roads to join this working group.

The Connect Leederville project based around the construction of the new land bridge is the catalyst which will enable us to finalise and implement the local planning frameworks through our precinct structure plans to deliver high quality infill development around the station.

Our aim is for the land bridge to be open by 2032 – 60 years after the freeway split Leederville in two. We look forward to your support and achieving this vision as part of your Government's targets for METRONET.

Yours sincerely.

Gary Mack Mayor of the Town of Cambridge Alison Xamon Mayor of the City of Vincent

CEO KPIS 2023/24 REPORT



3.4 Advocate for major projects

> It is my pleasure to advise that your application for funding has been successful and I have approved a grant of up to \$861,000 to assist with this project to be claimed in the 2024-25 financial year. The City of Vincent is to be commended for its commitment to the provision of quality community leisure facilities. It is my expectation that all infrastructure projects that receive State Government funding provide opportunities for diversity and all abilities in line with modern standards for accessibility and inclusion. The Department of Local Government, Sport and Cultural Industries will soon forward details to you regarding conditions and procedures for acceptance of this grant. A Member of Parliament may be in contact with you directly to congratulate you and promote your grant The State Government is pleased to contribute to the development of much-needed facilities in your community. I wish you well for the completion of this project. HON DAVID TEMPLEMAN MLA MINISTER FOR SPORT AND RECREATION 15 MAR 2024 10th Floor, Dumas House, 2 Havelock Street, West Perth Western Australia 6005
> Telephone: +61 8 6552 5400 Email: Minister.Templema@cpc.wa.gov.au

www.premier.wa.gov.au ABN: 61 313 082 730

COMMUNITY SPORTING AND RECREATION FACILITIES FUND (CSRFF)

Thank you for your application for funding support through CSRFF to assist with the

conversion of 12 synthetic grass courts to an acrylic surface and installation of 350 lux

Dear Ms Birch

GRANT REFERENCE: GR-04-00000843

floodlighting at Robertson Park Tennis Centre.

All documentation should be submitted to placestoplay@tennis.com.au.

. Photographs of the completed project, including all completed works Copy of all invoices or suitable evidence of the total project cost PDF of Bank Statement showing BSB, account name and account number . Invoice to Tennis Australia for payment of the rebate including relevant BSB and account

NCR 2022/23

shade, and seating.

Payment of the rebate is subject to the works being carried out as per the project scope specified above. Any change to the project scope and/or any reduction to the total project cost may be subject

to further review and revision of the rebate amount in accordance with the current National Court

Payment of the rebate is subject to the project being completed and the submission of documentation

\$200,000

\$2,763,000

Stage 2 of redevelopment at Robertson Park. Project includes: Rationalisation of 12 courts, expanding courts to

required dimensions, conversion of synthetic grass and grass

courts to acrylic hard-courts, providing LED floodlights to all courts, regrading courts surfaces for effective stormwater

runoff management, new thoroughfare and features to enhance accessibility throughout the facility, new fencing and pathways & supporting amenities such as water fountains.

Yours Sincerely Selementell

Rebate Guidelines.

Project Code:

Project Scope:

Rebate Amount (GST exclusive):

Total Project Cost (GST exclusive):

This letter acts as approval for the rebate outlined above.

to Tennis Australia within 12 months of this letter.

Completion documentation should include:

Paul Cammack

Director of Places to Play Tennis Australia

Cc: Charlotte King, Places to Play Lead, Tennis West

**CEO KPIS 2023/24 REPORT** CITY OF VINCENT | 34

## 3.4 Advocate for major projects



12 December 2023

Hon David Templeman Dip Tchg BEd MLA Minister for Culture and the Arts, Sport and Recreation; International Education; Heritage Government of Western Australia

Email: Minister.Templeman@dpc.wa.gov.au

Dear Minister,

#### Sullivan Logistics Stadium: Leederville Oval Upgrade Project

We are pleased to present you with the attached prospectus outling the case for further State Government investment in upgrading the sporting infrastructure at Leederville Oval – recently named Sullivan Logistics Stadium.

The prospectus makes clear that WA lacks a genuine Tier 2 AFL Venue to accommodate Night Football and support the growth of AFLW and Womens WAFL.

We believe that Sullivan Logistics Stadium has the most potential to be developed into this venue now and into the future.

This potential was demonstrated by Leederville Oval hosting the 2022 WAFL grand final with a record crowd of over 16,000 people. The West Coast Eagles have also played at Leederville several times including in the pre-season AFL JLT Series.

Sullivan Logistics Stadium is located next to Leederville's Oxford Street entertainment precinct and has excellent transport links. It is minutes from the Perth CBD and major roads.

Our immediate priorities are 1) upgrading the lighting to broadcast standard to enable televised night games2) replacing the turf and 3) refurbishing parts of the grandstand and toilets.

Our organisations have already committed \$1.2 million for these works.

We are seeking a total of \$5.3 million from the State Government to enable this project to proceed.

This would enable Leederville to become WA's premier Tier 2 venue for Night Football and be ready to host Gather Round games in 2027.

Yours sincerely,

David MacLennan

RLDIL

Maste

lin frem

Turner Pe

Dean Turner CEO

CEO

CITY OF VINCENT

cc. Hon John Carey MLA, Minister for Planning, Lands, Housing, Homelessness & Member for Perth

Lanie Chopping, Director General, Department of Local Government, Sport & Cultural Industries

3.4 Advocate for major projects



Hon David Templeman MLA Minister for Culture and the Arts; Sport and Recreation; International Education; Heritage

Our Ref: 66-25411

Mr Michael Roberts Chief Executive Officer West Australian Football Commission srose@wafc.com.au

Dear Mr Roberts

#### LEEDERVILLE OVAL UPGRADE PROJECT

Thank you for your letter dated 16 February 2024 regarding the Leederville Oval upgrade

We are pleased to advise that up to \$3.8 million in State Government funding has been provisioned for the project during the 2024-25 Budget process, including for upgrades to lighting to broadcast standard and replacing the turf. The funding will be made available to the City of Vincent once the tender process is finalised and the final cost has been

Please note that the State Government will liaise with you regarding a future public announcement of the commitment, however this advice is provided to allow project planning and tender activities to progress.

Acting Director Programs, Kent Burton from the Department of Local Government, Sport and Cultural Industries will be in contact with the City of Vincent to discuss the next steps to access the funding.

We wish you the best in the delivery of this important project for the local community.

HON DAVID TEMPLEMAN MLA MINISTER FOR SPORT AND RECREATION HON RITA SAFFIOTI MLA

**CITY OF VINCENT | 36** 

TREASURER

CC: PRESIDENT & CHIEF EXECUTIVE OFFICER, EAST PERTH FOOTBALL CLUB

10th Floor, Dumas House, 2 Havelock Street, West Perth Western Australia 6005 Telephone: +61 8 6552 5400 Email: Minister.Templeman@dpc.wa.gov.au www.premier.wa.gov.au ABN: 61 313 082 730

3.4 Advocate for major projects







Our ref: D24-4035

24 June 2024

David MacLennan Chief Executive Officer City of Vincent

By email: David.MacLennan@vincent.wa.gov.au

Dear David

RE: SPEED REDUCTION TRIAL PRESENTATION - ROAD SAFETY COUNCIL MEETING 31 MAY 2024

The Road Safety Council (Council) would like to thank you and Luke McGuirk for your presentation of the City of Vincent – Speed Reduction Trial at the recent Council meeting.

On behalf of the Council, I write to congratulate you and your team on the success of the trial and your tireless community engagement over the last few years. The Council is supportive of your pursuit to obtain the same success at the four neighbouring councils and very interested to hear the outcome.

I would like to acknowledge the partnership between the Road Safety Commission, Main Roads Western Australia and other organisations around the Council, that were pleased to be a part of the trial.

We look forward to further opportunities to be involved in similar speed reduction programs.

Kate Hadsan James

Yours sincerely

Katie Hodson-Thomas JP ROAD SAFETY COUNCIL CHAIR

PO Box 6348 East Perth WA 6892
Level 4, 263 Adelaide Terrace, Perth WA 6000
E: council.secretariat@rsc.wa.gov.au W: rsc.wa.gov.au

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Item 7.6- Attachment 2

3.5 Continue to improve the City's maturity in project and contract management

#### **PROJECT MANAGEMENT**

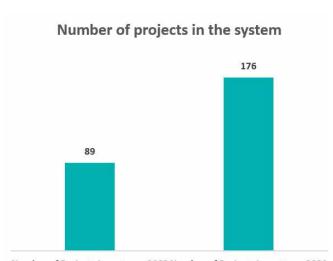
The City reviewed the Project Management Framework and adopted it in December 2021.

Since then, the City has committed to continuous improvement of the framework.

Milestones completed since:

November 2022	Implementation of SharePoint platform for project management.				
February 2023	Internal audit on contract & project management; items identified for improvements.				
November 2023	Rollout of program register in SharePoint.				
February 2024	Audit findings addressed and implemented.				

It has been over one year since the SharePoint implementation and the platform has been more extensively used by project managers. This was measured by the number of projects in the system and levels of engagement.



Number of Projects in system - 2023 Number of Projects in system - 2024

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 38

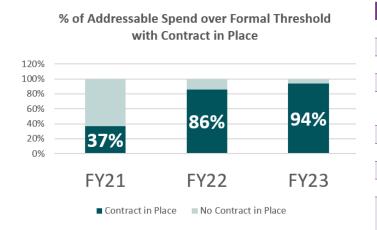
3.5 Continue to improve the City's maturity in project and contract management

#### **CONTRACT MANAGEMENT**

The Contract Management Framework continues to yield excellent outcomes for the City. The City has more contracts in place than ever before, significantly minimising exposure to risk and providing legal and operational safeguards to ensure City interests are protected and outcomes and obligations clearly defined. The approach to contract management is conducted in a consistent manner across all business units, and ongoing monitoring and reporting of contractor performance and KPIs ensures value for money is maintained throughout the life of City contracts.

## Milestones completed since:

April 2023	Implementation of formal legally reviewed City contract templates.					
July 2023	Framework updated in line with Purchasing Policy changes, and training conducted for all City					
	contract managers.					
September 2023 Internal audit on staff compliance with the Contract Management Framework and contract						
	with successful results.					
October 2023 Investigations into electronic Contract Management system commenced.						
April 2024 Demonstration of an electronic Contract Management System provided to the City.						
June 2024 Proposal for electronic Contract Management System submitted to the City for assessment.						

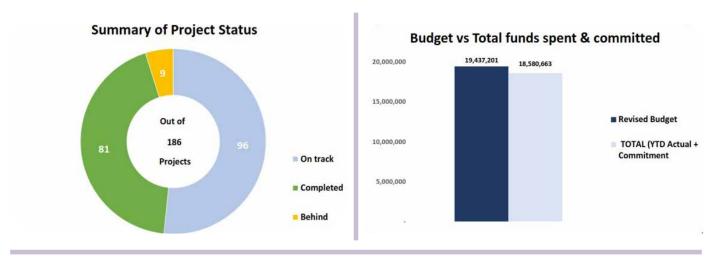


AUDIT CRITERIA	SCORE
Contract is/was in place and with in team	100%
•	
Up-to-date Contract Management Toolkit document	100%
Evidence of risk management (where applicable)	100%
Evidence of financial management	100%
Evidence of performance monitoring and	100%
relationship management	100%
Record of kick-off meetings (where applicable)	100%
Record of client meetings (where applicable)	100%
Status reporting from the supplier	100%
Evidence of transition planning (where applicable)	100%
Evidence of close-out management	4000/
(completed contracts only)	100%

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3.6 Improve planning and delivery of Capital Works Program



The City budgeted \$19.8 million of capital works for the period of 1 July 2023 to 30 June 2024. As at 17 June 2024, the City had spent and committed \$18.6 million compared to the prior year total actual spend of \$10.0 million.

Out of 186 projects, 81 projects have been marked as complete and 96 on track for completion.

This represents 96 per cent of budget are showing as actual and committed expenditure.

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4.1 Coordinate professional advice and assistance for Council



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4.1 Coordinate professional advice and assistance for Council

# WHO PLAYS DEFENCE IN YOUR ORGANISATION? David MacLennan | LinkedIn

It is always a good feeling to be on the other side of an external audit!

The same sort of feeling one might have after passing a school or university exam.

A mixed sense of both relief and achievement.

We should talk about the importance of the audit process more than just once a year.

Most organisations, like countries, are vulnerable to attack from external threats and have to manage a dynamic list of both internal and external risks.

We all play a role in making our organisations as strong and resilient as possible to manage these risks and protect against potential threats.

The first line of defence is our front-line staff who are responsible for managing operational risks on a daily basis.

The second line of defence is management oversight and monitoring.

The third line of defence is the internal audit program.

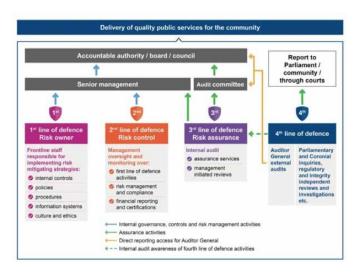
CEO KPIS 2023/24 REPORT CITY OF VINCENT | 42

# 4.1 Coordinate professional advice and assistance for Council

The internal auditors may not always be the most popular people in the organisation - often due to a misplaced fear that they are only looking for problems and errors in administration.

But the internal audit program is a great asset to guide continuous improvements in systems, processes and service delivery.

The external audit is the fourth line of defence in an organisation.



These lines of defence combine to ensure we deliver high quality services in a transparent, secure and value-for-money way.

The Office of Auditor General (OAG) took over all external audits for local governments in Western Australia several years ago.

We have used the detailed scrutiny of the OAG to drive improvements in our processes and internal control environment.

Our total number of financial audit findings has reduced from 12 in 2021 to two in 2023 with no significant findings reported in 2023.

Like many organisations around the world, cyber security is one of our highest risks.

The OAG completed a Capability Maturity Assessment on us as part of the external information systems audits.

Maturity levels represent a staged path for an organisation's performance and process improvement efforts.

We have moved from Level 2s to Level 3s over the past year in key areas. We are now at a Level 3 for five areas and Level 2 for five areas – and have a clear path towards Level 3 for all areas.

This represents excellent progress for our organisation which is making us a more secure and resilient organisation - and some of our biggest improvements have been in our first two lines of defence.

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 43

4.2 Facilitate the implementation of Council decisions

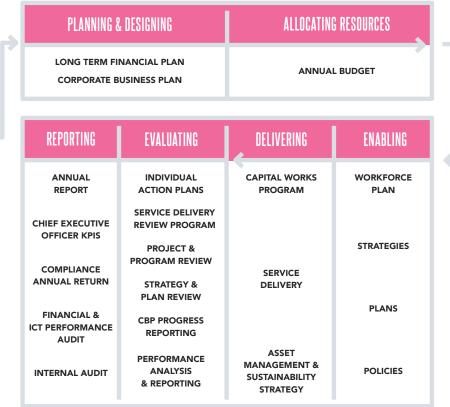




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4.3 Manage the effective delivery of local government services, operations and functions





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CEO KPIS 2023/24 REPORT CITY OF VINCENT | 46

4.3 Manage the effective delivery of local government services, operations and functions



CEO KPIS 2023/24 REPORT CITY OF VINCENT | 47

4.3 Manage the effective delivery of local government services, operations and functions

## HYDE PARK REFERENCE GROUP

The City of Vincent has established the Hyde Park Reference Group in response to the potential impact of Polyphagous shot-hole borer infested tree removal in Hyde Park.

The reference group provides a forum for Vincent to engage with professional experts, stakeholders and community members to inform and obtain input and guidance into the restoration of tree canopy and associated plantings after treatment works.



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4.3 Manage the effective delivery of local government services, operations and functions

**STRATEGY & DEVELOPMENT SERVICES SOAP SNAPSHOT** 

18 Sub-services

**76 Service Deliveries** 

Mandatory Non-Mandatory Support Service Mandatory Serv 41 19 16

**INFRASTRUCTURE & ENVIRONMENT SOAP SNAPSHOT** 

29 Sub-services

**138 Service Deliveries** 

62 41 35 **COMMUNITY & BUSINESS SERVICES SOAP SNAPSHOT** 

8 Sub-services

**68 Service Deliveries** 

25 25 18

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 49

# 4.4 Ensure delegated functions and decisions are managed prudently

### **OCTOBER 2023**

- 1. EMC adopted Purchasing Limit Procedure.
- 2. Approved insertion of Authority to Approve Purchase Orders within the Register of Delegations, Authorisations and Appointments.
- 3. Purchasing limits.

Procedure Title	Purchasing Limits		
Procedure Number			
Responsible Directorate	Strategy and Development		
Responsible Team	Corporate Strategy and Governance		
Responsible Officer	Executive Manager Corporate Strategy and Governance		
Affected Teams/Directorates	All Teams		

#### 1. PURPOSE

This procedure provides the process and conditions for the delegation, annual review, and approval of staff purchasing limits.

Example of decisions made under delegated authority subject to statutory timeframes				
Statutory Planning Applications (excluding-JDAP)	YTD 2023/24			Status rating
				•••
	Received	Determined / Completed	% Determined within statutory or agreed timeframe	
Total statutory planning applications processed (Includes DAs and planning advice)	191	201		
Development applications (Target: 85% within statutory or agreed timeframes)	159	142	99%	•
Council determination (Target: 85% within statutory or agreed timeframes)		14	100%	•
Delegated auth. Determination (Target: 85% within statutory or agreed timeframes)		128	98%	•

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 50



4.5 Effective management of staff and City resources

#### **INDUSTRIAL BARGAINING**

For the first time in the State Industrial Relations system, the City has commenced Industrial Bargaining with the Australian Services Union WA. The focus for all parties is to achieve new Agreements that best represent the interest of all employees whilst allowing the City to continue to deliver a high-quality service to our community. Communication will be key. The City has implemented a dedicated intranet page for employees information sessions and designated employee 'communication champions' to discuss bargaining with teams and provide feedback to the Employee Bargaining representatives.

#### **EMPLOYEE VALUE PROPOSITION**

Our culture, flexibility and supportive environment continues to be the feedback provided by our new staff members who have joined us in the last 12 months. Communicating the experience of working at Vincent will further attract candidates who are a natural fit and value our benefits for their experience and skills.

The Human Resources team have redesigned our job advertisement templates and benefits page and further focus on interview experience for candidates based on position and requirements. By December 2024, Human Resources will be working with Marketing to develop Working at Vincent videos and promotional materials that will showcase Vincent as an employer of choice.

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 51



4.5 Effective management of staff and City resources

#### PROFESSIONAL AND CAREER DEVELOPMENT

The City provided 17 Coordinators and aspiring leaders with the opportunity to attend the Local Government Professionals Ignite Leadership Program. The three-day program enables those who manage and lead people to develop the competencies required to be successful in their role, while supporting their effective transition to proactive and effective leaders. The course was successful with all participants feeling highly motivated to utilising their new skills and experiences in their roles and recommending the training and career development opportunity to any colleague aspiring to be leaders at the City.

#### **INCLUSIVE WORKPLACE CULTURE**

In recognition of outstanding service to the community by a Local Government, the City was awarded Highly Commended Award for Most Accessible Community Awards WA Employment. We pride ourselves on making a difference to those who are of Aboriginal and/or Torres Strait Islander decent or those with a disability.

Human Resources continue to attract Aboriginal and Torres Strait Islander school trainees through our traineeship program supported by Maxima. In March 2024, we recruited two Aboriginal and Torres Strait Islander students to take part in our student trainee program located at the Library and Beatty Park Leisure Centre.

In addition, the City implemented an Aboriginal and Torres Strait Islander talent register for Aboriginal people to express their interest in any position at Vincent. A register and advertisements are located in our career website. The intent is to also develop and implement a talent register for those with a disability. Human Resources will continue to work towards their goals and objects as per the City's Reconciliation Action Plan and Access and Inclusion Plan.

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 52



4.5 Effective management of staff and City resources

#### **AGEING WORKFORCE**

The City continues to reduce workers compensation claims, lost time and productivity through proactive training for leaders and staff on manual handling, injury management, educational sessions focusing on physical and mental health. Human resources and work health and safety staff being present at all locations to monitor compliance and safety processes. Workers' compensation claims are at an all time low, the best we have been in seven years.

In the coming months, Human Resources will develop an early retirement program to provide avenues for those who are considering retirement whose work is manual, repetitive and labour intensive with a higher likelihood of injury and increased risk of workers compensation claims.

#### **WORKPLACE HEALTH AND SAFETY**

Mental health and wellness is an important part of our wellness program at the City. Training and wellness programs include skin checks, health checks, flu vaccinations, Hepatitis A, B and Tetanus vaccinations for eligible staff. Wellness Day event and promotion of our EAP program for staff and Managers are organised throughout the year.

Currently we are reviewing all Workplace Health and Safety management practices and procedures to be presented to Executive Management Committee as of July 2024, preparing for emergency evacuations for all site locations in August 2024, and implementing training such as resilience, difficult conversations and mental health awareness.

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 53



4.6 Induction and capacity building of new Elected Members following Local Government Election

**COUNCIL MEMBER INDUCTION PROGRAM** 



Governance 25 October 2023 2

Budget 26 October 2023 3

Operations & Facilities 27 October 2023 4

Statutory Planning & Major Projects 27 October 2023 \_5

Mock Council Meeting 6 November 2023 6

Customer Service June 2024

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 54



# **GREENTRACK YOUR DEVELOPMENT APPLICATION**

Our GreenTrack service offers free access to Life Cycle Assessment (LCA) reports and prioritises the assessment of Single House and Grouped Dwelling development applications where a LCA has been submitted and Environmentally Sustainable Design principles have been incorporated into your design.

WHAT IS A LIFE CYCLE ASSESSMENT? +

RECEIVE A FREE LIFE CYCLE ASSESSMENT +

LODGING YOUR GREENTRACK APPLICATION -

We encourage you to hold a pre-lodgement meeting with our Urban Planners before your lodging an application for development approval.

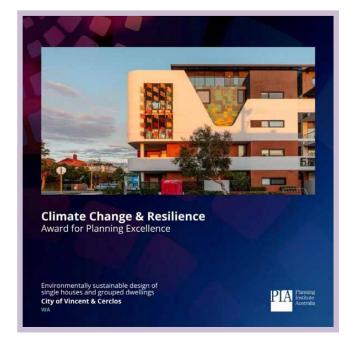
Once you have confirmed that you are eligible for our GreenTrack priority assessment, please:

- Ensure you have all information needed for submission in accordance with our Single House and Grouped Dwelling Application Checklist
- 2. Tick the "GreenTrack Priority Assessment" box on the Application for Development Approval Form
- 3. Include your eligible Life Cycle Assessment obtained from a suitably qualified assessor, to the satisfaction of the City.
- 4. Include proof of payment of your Life Cycle Assessment. This will allow the City to reduce your development application fee to subsidise the amount you spent to obtain your Life Cycle Assessment, to a maximum of \$200.00.
- 5. Lodge your application for development approval here.
- 6. Pay your development application fee at a discounted rate (ordinary fee of your application minus the cost of your LCA).

HOW WE WILL GREENTRACK YOUR APPLICATION

.

CEO KPIS 2023/24 REPORT CITY OF VINCENT | 55



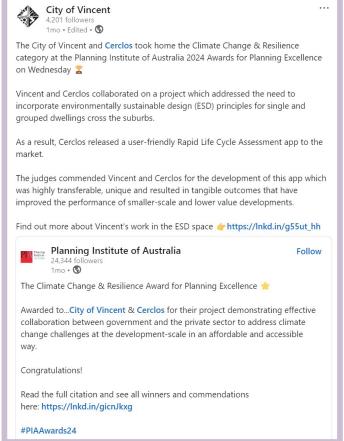
#### AWARD FOR PLANNING EXCELLENCE

The City of Vincent was announced as the winner of the highly acclaimed Climate Change and Resilience category at the Planning Institute of Australia's National Awards for Planning Excellence 2024.

This award recognises at a national level the City's environmentally sustainable design initiatives that have been incorporated in its Built Form Policy.

To encourage uptake of the initiatives, the City partnered with Cerclos (formerly E-tool) to offer a simple to use, accessible and cheaper alternative to other sustainability reports for homes that were available in the market. The result was a Rapid Life Cycle Assessment app that can calculate carbon and water use for a home over its life cycle, and reductions to achieve targets that are aligned with the Built Form Policy.

This has supported a streamlined approval process and the delivery of sustainably designed homes across Vincent.



CEO KPIS 2023/24 REPORT CITY OF VINCENT | 56

Item 7.6- Attachment 2

# Clever

We always choose the simplest, quickest and most cost-effective way to deliver our service

# **Creative**

We find new and different approaches to get better outcomes for the City and our community

# Courageous

We understand and manage the risks in being clever and creative but we still take action

STAY IN TOUCH 🗗 🐵

VINCENT.WA.GOV.AU

This document can be made available in Braille, large print, audio and electronic formats for people with specific requirements. It can also be made available in other languages upon request.

# 8 CHIEF EXECUTIVE OFFICER

# 8.1 REVIEW OF POLICY NO. 4.1.31 - PRIVACY MANAGEMENT

### Attachments:

- 1. Policy No. 4.1.31 Privacy Management 🗓 🛣
- 2. Readiness Guide 10 Privacy Policy 🗓 🖺
- 3. Assessment of Policy No. 4.1.31 Privacy Management 1

# RECOMMENDATION

That Council REPEAL Policy No 4.1.31 - Privacy Management at Attachment 1.

### **PURPOSE OF REPORT:**

To seek Council's consent to repeal Policy No. 4.1.31 – Privacy Management 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:**

The <u>Privacy Management Policy</u> (Policy) was adopted by Council in November 2010 with no amendments since adoption.

The Policy was developed due to a lack of privacy legislation in Western Australia and provides guidelines for Administration when dealing with personal information.

The Privacy and Responsible Information Sharing (PRIS) Bill was first introduced to the Western Australian Parliament in March 2023. The Bill is designed to introduce Information Privacy Principles (IPPs) and create a legislative framework to improve how public sector entities handle personal information. It also aims to facilitate responsible information sharing within the public sector while maintaining privacy protections for individuals.

In 2022, Administration initiated a review of the Policy in anticipation of the new privacy legislation however, this was postponed due to the impending guidance documents that were being developed by the Office of Digital Government (DGov).

# **DETAILS:**

A Baseline PRIS Readiness Assessment Tool and Readiness Guides were developed by DGov in early 2024. In response to Readiness Guide 10 - Privacy Policy (at **Attachment 2**), Administration has recommenced this review.

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

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

There is currently no legislative requirement for this Policy however the City recognises that there are reasonable risks associated with a lack of documented guidance on how it handles the personal information it collects, holds, uses and discloses.

The existing Policy is out of date and refers to superseded National Privacy Principles.

Explicit references to the provisions of the PRIS Bill cannot be included in a policy until the relevant provisions (the IPPs) come into force.

Item 8.1 Page 293

The Australian Privacy Principles (APPs) were introduced under the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*, which amended the *Privacy Act 1988*. They were published by the Office of the Australian Information Commissioner (OAIC) and came into effect on 12 March 2014.

These principles form the cornerstone of privacy law in Australia, guiding how organisations manage personal information. Although they do not directly apply to Local Government agencies, they offer valuable insights on best practices for handling personal information.

Administration is proposing to repeal the existing Council Policy and develop an Administrative Standard that aligns with the APPs while waiting for the PRIS Bill to be passed. An Administrative Standard will provide flexibility to incorporate the impending legislative change in a timely manner while continuing to provide essential guidance and prepare for privacy law reform.

A review of the current policy provisions and impact of repealing has been provided in Attachment 3.

# **Examples of current/best practice:**

Administration is recommending that the Policy is repealed and replaced with an updated Administrative Standard that aligns with the Australian Privacy Principles being APP 1 to APP 13.

The APPs cover important areas such as:

- Transparency and open management of personal information (APP 1),
- Collection and consent requirements (APPs 3, 5),
- Use and disclosure of personal information (APP 6),
- Access and correction of data (APPs 12, 13).

By incorporating these principles, guidance would be provided to Administration that is align to Commonwealth legislation as an interim measure until WA-specific privacy legislation is enacted.

This step would also support compliance with the Office of Digital Government's readiness plan.

# **CONSULTATION/ADVERTISING:**

No community consultation is required for the repeal of the policy.

# LEGAL/POLICY:

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

The City's <u>Policy Development and Review Policy</u> 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 repeal the policy as the policy is proposed to be replaced with an Administrative Standard that aligns with the APPs while waiting for the PRIS Bill to be passed.

An Administrative Standard will provide flexibility to incorporate the impending legislative change in a timely manner while continuing to provide essential guidance and prepare for privacy law reform.

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.

Item 8.1 Page 294

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;

As Privacy Management will be informed by State based legislation there is no requirement for a council adopted position and an Administrative Standard is in line with what is intended by the Privacy and Responsible Information Sharing (PRIS) Bill.

# **STRATEGIC IMPLICATIONS:**

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

# **Connected Community**

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

# Innovative and Accountable

We are open and accountable to an engaged community.

# SUSTAINABILITY IMPLICATIONS:

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

# **PUBLIC HEALTH IMPLICATIONS:**

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

# FINANCIAL/BUDGET IMPLICATIONS:

Nil.

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**POLICY NO: 4.1.31** 

# **PRIVACY MANAGEMENT**

### **OBJECTIVES**

The objectives of this Policy are:

- to ensure that Personal Information is collected, accessed, used, stored, and disposed of in accordance with the Privacy Act 1988 (Cwth) and Privacy Amendment Act 2004 (Cwth); and
- to provide guidelines for the City when dealing with information.

# **POLICY STATEMENT**

The City of Vincent respects every individual's right to privacy, dignity and confidentiality.

In order to comply with the requirements of the Acts and Regulations governing the action of local government, the City of Vincent will provide appropriate information to the public, in accordance with this Policy, the *Local Government Act 1995* and other relevant legislation.

### **PRIVACY ACT 1988**

"Personal Information" means information or an opinion (including information or an opinion forming part of a database), whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

"Sensitive Information" means:

- (a) information or an opinion about an individual's:
  - (i) racial or ethic origin; or
  - (ii) political opinions; or
  - (iii) membership of a political association; or
  - (iv) religious beliefs or affiliations; or
  - (v) philosophical beliefs; or
  - (vi) membership of a trade union; or
  - (vii) sexual preference or practices; or
  - (viii) criminal record;

that is also Personal Information; or

(b) health information about an individual.

# **PRIVACY PRINCIPLES**

As at November 2010, Western Australia does not have specific privacy legislation which applies to local government. However, wherever possible, the City of Vincent will endeavour to comply with Commonwealth legislation.

In relation to the *Privacy Act 1988 (Cwth)* and *Privacy Amendment Act 2004 (Cwth)*, the City of Vincent will endeavour to always comply with the National Privacy Principles, as follows:

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# 1. NATIONAL PRIVACY PRINCIPLE 1 – COLLECTION

# 1.1 The City of Vincent will not collect Personal Information unless:

- information is collected for a lawful purpose that is directly related to a function or activity of City of Vincent, and
- (ii) the collection of the information is reasonably necessary for the purpose.

The City of Vincent will not collect Personal Information by any unlawful

# 1.2 When collecting Personal Information, the City of Vincent will collect information only from the individual to whom the information relates unless:

- (i) the individual has authorised collection from someone else; or
- (ii) the information has been provided by a parent or guardian of a person under the age of 16 years.

# 1.3 When the City of Vincent collects Personal Information about an individual, that person will be notified of:

- (i) the fact that the information is being collected;
- (ii) the purposes for which the information is collected;
- (iii) the intended recipients of the information;
- (iv) whether the supply of information is required by law or is voluntary, and any consequences for the individual if the information (or any part of it) is not provided;
- (v) the name of the organisation that will collect the information and the address where the information will be stored.

# 2. NATIONAL PRIVACY PRINCIPLE 2 – USE AND DISCLOSURE

# 2.1 The City of Vincent will not use Personal Information for a purpose other than for which it was collected unless:

- the individual to whom the information relates has consented to use the information for that other purpose; or
- (ii) the other purpose for which the information is used is directly related to the purpose for which it was collected; or
- (iii) the use of the information or that other purpose is necessary to prevent or lessen a serious and imminent threat to the life or health of the individual to whom that information relates or of another person.

# 2.2 Situations where the City of Vincent may use or disclose information without an individual's consent include where it:

- reasonably believes that use or disclosure is necessary to reduce or prevent a threat to a person's life, health or safety or a serious threat to public health or safety;
- (ii) is investigating or reporting on suspected unlawful activity;
- (iii) reasonably believes that the use is necessary for law enforcement, public revenue protection, prevention and remedying of serious improper conduct, or conduct of court or tribunal proceedings, either by or on behalf of an enforcement body.

Note: If the City uses or discloses information without consent, the City's Officer will make a written note of such disclosure.

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# 2.3 The City of Vincent will take reasonable care not to disclose Personal Information unless:

- the disclosure is directly related to the purpose for which it was collected and there is not reason to believe the individual concerned would object; or
- the individual has been made aware that this kind of information is usually released; or
- (iii) disclosure is necessary to prevent or lessen a serious or imminent threat to the life of the individual concerned or another person.

# 2.4 The City of Vincent will take reasonable care not to disclose Personal Information that:

- (i) relates to an individual's ethnic or race origin, political opinions, religion or philosophical beliefs, trade union membership, health or sexual activities unless the disclosure is necessary to prevent a serious or imminent threat to the life or health of the individual concerned or another person:
- (ii) relates to any enquiry from anyone outside the State of Western Australia unless a relevant privacy law applies to *Personal Information* in force in that jurisdiction.

### **PUBLIC REGISTERS**

The City will not disclose *Personal Information* kept in a Public Register unless the information is to be used for a purpose relating to the purpose of the Register, or an Act under which the Register is kept.

The City requires that any person who applies for information from a Public Register completes a statutory declaration describing the intended use of any information obtained from the public register.

## 3. NATIONAL PRIVACY PRINCIPLE 3 - DATA QUALITY

- 3.1 The City of Vincent will take reasonable steps to ensure that:
  - (i) information collected is relevant to a purpose, is not excessive, and is accurate, up-to-date and complete and the collection of the information does not intrude to an unreasonable extent on the personal affairs of the individual to whom the information relates.

# 4. NATIONAL PRIVACY PRINCIPLE 4 - DATA SECURITY

- 4.1 With regards to the retention and security of Personal Information, the City of Vincent will ensure:
  - (i) that information is used for a lawful purpose and is kept for no longer than is necessary;
  - (ii) that the information will be disposed of securely;
  - (iii) that the information is protected against loss, unauthorised access, use, modification or disclosure and against all other misuse (as are reasonable in the circumstances);
  - (iv) if it is necessary to release the information to a person in connection with the provision of a service to the City of Vincent, everything reasonable is done to prevent unauthorised use or disclosure of the information by the service provider; and
  - (v) all Personal Information will be stored securely.
- 4.2 The culling and destruction of records is carried by the City's Senior Records Officer in accordance with the State Records Act 2000, City of Vincent Record Keeping Plan and General Disposal Authority for the Local Government Records.

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# 5. NATIONAL PRIVACY PRINCIPLE 5 - OPENNESS

The City of Vincent will be open and accountable about how it manages *Personal Information*.

# 6. NATIONAL PRIVACY PRINCIPLE 6 – ACCESSING AND CORRECTING PERSONAL INFORMATION

Access may be requested by an individual to correct the information if they believe that it is incorrect, incomplete or out of date.

Usually, when asked, the City will give an individual access to their *Personal Information*, unless there is a reason why the City cannot do so.

- 6.1 If the City of Vincent holds Personal Information about any individual it must take the necessary steps to enable any person to ascertain:
  - (i) whether the City of Vincent holds Personal Information; and
  - (ii) whether the City of Vincent holds *Personal Information* relating to that person; and
  - (iii) if the City of Vincent holds Personal Information relating to that person:
    - (a) the nature of that information; and
    - (b) the main purposes that the information is being used; and
    - (c) that person's entitlement to gain access to that information.
- 6.2 Any person will be able to ascertain whether the City of Vincent holds their Personal Information by submitting a written request.
- 6.3 Any person who is not satisfied with the accuracy or acceptable use of their Personal Information kept by the City of Vincent may request amendments be made to that information by writing to the Chief Executive Officer
  - (i) Personal Information must be used for the purpose that it was collected, and used for any purpose that is directly related to the purpose. It must be relevant, up-to-date, complete and not misleading.
  - (ii) it will require appropriate supporting documentation, for example, a marriage certificate or statutory declaration.
  - (iii) The City of Vincent has an obligation to take steps to amend Personal Information where necessary. If the City of Vincent decides that it will not amend the information, it must add the additional information, so it can be read with the existing information and the individual notified. The individual to whom the information relates is entitled to have the recipients notified of the amendments made by the City of Vincent.
- 6.4 The City of Vincent will take reasonable steps to ensure the accuracy of Personal Information prior to use, having regard to the purpose it was collected, its proposed use, its relevance, accuracy, whether it is up-to-date, complete and not misleading.
- 7. REVIEW OF CERTAIN CONDUCT (INTERNAL REVIEW PROCESS)
- 7.1 Where a person who has requested information is aggrieved by the conduct of the City of Vincent, as for example, in the following circumstances:
  - (i) contravention of a privacy principle that applies to the City of Vincent;
  - (ii) contravention of a Code of Practice that applies to the City of Vincent; and
  - (iii) disclosure of Personal Information kept on a public register.

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# the person (Applicant) is entitled to apply for an Internal Review.

The application for a review must be in writing and addressed to:

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

The application must be submitted no later than 6 months from the time the Applicant first becomes aware of the conduct (the subject of the application).

# 7.2 The application will be dealt with by the Chief Executive Officer who will consider any relevant material submitted by the applicant.

The review will be completed as soon as reasonably practicable and within 60 days from receipt of the application for review. Following completion of the review, the City of Vincent may do one or more of the following:

- (a) take no further action on the matter;
- (b) make a formal apology to the applicant;
- (c) take appropriate remedial action;
- (d) provide undertakings that the conduct will not occur again;
- (e) implement administrative measures to ensure that the conduct will not occur again; or
- (f) any combination of the above.

# 7.3 As soon as practicable within 14 days of the completion of the review, the City of Vincent will notify the applicant in writing of:

- (i) the findings and the reasons for those findings;
- (ii) any proposed action to be taken; and
- (iii) the right of the applicant to have those findings.

# 7.4 Refusing a Request

- (i) The City may deny a request for access if the Chief Executive Officer reasonably believes:
  - it would pose a serious or imminent threat to the life or health of any person;
  - (b) the privacy of others would be unreasonably affected;
  - (c) the request is frivolous or vexatious;
  - the information relates to existing legal proceedings with the person who is the subject of the information and would not be accessible through discovery;
  - (e) providing access would prejudice negotiations with the person who is the subject of the information by revealing the City's intentions regarding those negotiations;
  - (f) providing access would be unlawful or denying access is required or authorised by law;
  - (g) providing access would be likely to prejudice an investigation of unlawful activity or law enforcement, public revenue protection, prevention and remedying of seriously improper conduct, or preparation or conduct of court or tribunal proceedings, either by or on behalf of an enforcement body; or
  - (h) an enforcement body performing a lawful security function requests denial of access to protect national security.
- (ii) If the City refuses access, it will usually explain why. Access may be by providing the individual with a copy of the information or by review of the information with the management at the City.

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# 8. NATIONAL PRIVACY PRINCIPLE 7 - IDENTIFYERS

The City will generally not adopt Commonwealth Government identifiers, such as Tax File Number or Medicare Numbers for use as its own identifiers. If the City is required to collect a government identifier in providing services to individuals, it will not use this number to identify the individual.

### 9. NATIONAL PRIVACY PRINCIPLE 8 – ANONYMITY

Where requested and reasonably possible, the City will give individuals the option of dealing with the City anonymously.

### 10. NATIONAL PRIVACY PRINCIPLE 9 - TRANSBORDER DATA FLOW

This principle mainly relates to the transfer of information overseas and is not applicable to the activities of the City. However, the City will not disclose information, unless required by law.

# 11. NATIONAL PRIVACY PRINCIPLE 10 - SENSITIVE INFORMATION

The City will not collect 'Sensitive Information' about an individual, except where:

- the collection is required by law or to establish, exercise or defend a legal or equitable claim; or
- (b) it is necessary to prevent or lessen a serious or imminent threat to the life or health of the person who is the subject of the information; or
- (c) it is legally required to assist in providing a wider range of services to the community.

# 12. CODE OF CONDUCT

Part 7 of the Council's Code of Conduct outlines Council Member and Employee obligations in relation to "Access to Information".

Date Adopted: November 2010

Date Amended: -

Date Reviewed: -

Date of Next Review: November 2015

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# Privacy and Responsible Information Sharing

Readiness Guidance 10: Privacy Policy



# Introduction

The WA Government has drafted new legislation that will form the basis of Privacy and Responsible Information Sharing (PRIS) reforms. These reforms build on an extensive consultation process that commenced in 2019 to develop a model that is right for Western Australia.

Your agency is to develop and publish a Privacy Policy, describing how it handles personal information.

# Agency PRIS Readiness Plan and Checklist

An Agency PRIS Readiness Plan has been developed to help agencies prepare for and implement the legislation. The Readiness Plan describes the approach, governance, key activities, deliverables and milestones to ensure agencies are prepared to meet both the privacy and responsible information sharing requirements of the PRIS legislation once it commences.

The aim of the Readiness Plan is to ensure your staff and supporting personnel:

- » understand and are engaged with the process of reform;
- » are prepared and capable of complying with the proposed privacy provisions; and
- » are ready to meet the responsible information sharing provisions within the PRIS legislation.

The Agency PRIS Readiness Checklist supports the Readiness Plan and provides a snapshot of the readiness actions. It includes a timeline of five self-assessment and reporting activities, and 18 key actions required for PRIS readiness by the time the legislation comes into force.

The Checklist outlines the minimum policies and processes an agency should have in place (it does not include all the actions from the Readiness Plan). These actions are based on established best practices for information management and are not dependent on the new legislation.

The WA Government has provided the authorising environment for agencies to prioritise this program of activities by June 2025.

# Key Action 8: Develop and publish a Privacy Policy

This is the eighth action in the Agency PRIS Readiness Checklist.

Agencies develop and publish a Privacy Policy, describing how they handle personal information, by **30 September 2024**.



# Purpose

The PRIS legislation establishes a framework that strengthens privacy protections for Western Australians and introduces Information Privacy Principles (IPPs) to govern the handling of personal information by IPP entities.

This guide is designed to help agencies develop and maintain a publicly available Privacy Policy aligned with IPP 5 Openness and Transparency.

Agencies may also develop internal policies and procedures that offer more detailed guidance to staff about their responsibilities and how to handle personal information in the course of their duties.

You should read this guide together with the full text of the IPPs and Part 2 of the PRIS legislation.

# What is a Privacy Policy?

The PRIS Bill introduces 11 IPPs that govern the collection, use, disclosure and security of personal information.

IPP 5: Openness and Transparency requires an IPP entity to develop a document that clearly sets out its policies on the handling of personal information, and to make the document available to anyone who asks for it.

This document is commonly referred to as a Privacy Policy.

A Privacy Policy is an important document to inform customers, clients and stakeholders how your agency handles the personal information it collects, holds, uses and discloses.

A Privacy Policy is an important statement about how your agency handles personal information. It demonstrates your agency's commitment to protect the privacy of personal information and promotes public confidence.

A concise and easy to read Privacy Policy helps to demonstrate your agency's commitment to protecting the privacy of personal information by explaining how it meets its privacy obligations.



# Why is a Privacy Policy required?

A Privacy Policy is required by **Information Privacy Principle 5: Openness and Transparency.** 

An open and transparent Privacy Policy helps build trust with your agency's customers, clients and stakeholders by keeping them informed about how your agency handles personal information. It gives people confidence that your agency collects, uses and discloses personal information in accordance with the privacy protections contained in the IPPs.

As a clear expression of your agency's intentions, a Privacy Policy provides direction to staff about their obligations to handle personal information according to the requirements of the PRIS legislation. It helps staff understand the context for their responsibilities and expected behaviours, building a privacy-aware organisational culture.

In addition to meeting the requirements of IPP 5, other benefits of having a Privacy Policy include:

- » supporting your agency to handle personal information in accordance with the PRIS legislation;
- » informing staff about the new PRIS legislation and providing key messages about their responsibility to handle personal information appropriately;
- » helping to prevent unauthorised collection, use or disclosure of personal information;
- » providing a framework to assist your agency when responding to a privacy complaint: and
- » promoting public confidence in your agency's handling of personal information.



Figure 1 sets out the full text of IPP 5.

# **Principle 5: Openness and Transparency**

- 5.1 An IPP entity must develop a document setting out policies on its handling of personal information and must make the document available to anyone who requests it.
- 5.2 A document referred to in subclause 5.1 must be up-to-date, clear, conconcise and expressed in plain language.
- 5.3 On request by a person, an IPP entity must take reasonable stapes to let the person know, generally -
  - (a) the kinds of personal information that the IPP entity collects and holds; and
  - (b) how the IPP entity handles personal information; and
  - (c) the purposes for which the IPP entity handles personal information; and
  - (d) whether any personal information held by the IPP entity is used for an automated decision-making process.

Figure 1: Information Privacy Principle 5 (IPP 5)



# What should a Privacy Policy contain?

At a minimum, a Privacy Policy should include:

- » the date and version number of the policy;
- » the identity of the agency;
- » who in the agency is the officer responsible for the Policy;
- » the agency's main functions;
- » the types of personal information the agency generally collects and holds to fulfil its main functions;
- » how the agency collects personal information (including, for example, the use of cookies on the agency's website);
- » whether the collection of personal information is compulsory or optional (including referring to any relevant legislation that authorises the collection, use or disclosure of the information);
- » the purposes for which the agency uses and discloses personal information;
- » how the agency will use and disclose the personal information it collects, including the types of third parties the personal information may be disclosed to;
- » whether any personal information is used for an automated decision-making process;
- » how the agency handles unique identifiers;
- » whether the agency has processes to de-identify personal information and if so, how the de-identification is undertaken and how the de-identified information is handled;
- » how the agency ensures the personal information is securely stored and for how long it may be stored;
- » how the privacy of personal information is protected if it is transferred or stored outside Australia:
- » how the agency controls and manages access to personal information; and
- » how an individual can contact the agency, request access to the information held about themselves, or make a privacy complaint.

Your agency may have an existing Privacy Policy. If so, it should be reviewed and updated, or replaced, to ensure it meets the requirements of the PRIS legislation and supports your agency to handle personal information appropriately.

# A Note of Caution

Agencies should take care not to make explicit references to the provisions of the PRIS Bill in the Privacy Policy, until the relevant provisions (the IPPs) come into force

# Privacy Policies and Collection Notices

Although they both inform individuals about how an agency will handle their personal information, Privacy Policies and Collection Notices are different.

A Privacy Policy speaks about an agency's practices for handling personal information in a broad sense.

A Collection Notice outlines an agency's information handling practices for a specific purpose or activity.

# Example

When collecting personal information from an individual who is registering their pet, a local council will provide the pet owner with a notice about how it will handle that specific information.

This is different to the council's Privacy Policy, which will outline the council's commitment to handle personal information in accordance with the IPPs in a more general sense.

The requirements for a Collection Notice are provided in IPP 1.9 and further information will be included in **Readiness Guidance 13**.

# Tips to keep in mind

Although every agency's Privacy Policy must contain the information outlined in IPP 5, they don't need to look and read the same. Here are some tips to help make your Privacy Policy genuinely informative and helpful for your audience.

More details are provided in the following section, which outlines the steps to develop your Privacy Policy.

Use plain language, short, clear sentences and avoid legal jargon or technical words.





# Tips for developing your Privacy Policy

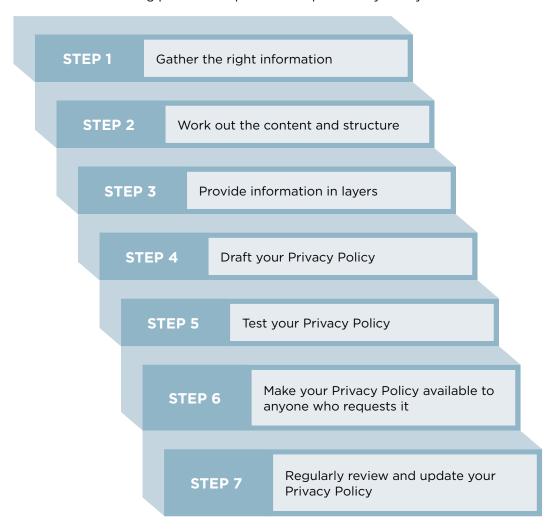
- Consider your audience. Don't treat your Privacy Policy as a legal document to manage legal risk. Create trust in your agency by genuinely speaking to your customers, clients or stakeholders.
- Use your own words. Your Privacy Policy shouldn't just restate the IPPs. It should demonstrate the steps that your agency will take to comply with the IPPs.
- Make it specific to your agency's business or operations. Think about what your agency does (its core functions and activities) and how it handles personal information to do it.
- ~ Consult before drafting. Identify whether your agency has an existing Privacy Policy. Speak to all areas of your agency, including your communications team, to seek feedback on what should be included in your Privacy Policy and how best to communicate it to your audience. There might be innovative ways to do this, such as infographics or videos. Speak to your in-house legal team or contact the State Solicitor's Office if you require legal advice.
- ~ Focus on what's important. Don't attempt to include every tiny detail. Don't restate obligations that appear in other policies or legislation. Include references or links as appropriate.
- Use a layered approach. For example, provide a summary version of the key matters in your Privacy Policy on your website, with a link to the full document.
- ~ Keep it simple. Use simple language, as required under IPP 5.2. Test the readability of the content and format with your communications area. Make sure the document is accessible by all audiences.
- ~ Think about the different technologies your agency uses. Your general Privacy Policy doesn't need to be technology specific. However, you might want to include specific sections, or create standalone policies about your agency's use of particular technologies. For example, your Privacy Policy could contain a distinct section about your agency's handling of personal information collected via its website, or you may choose to develop a separate website Privacy Policy.
- Is one Privacy Policy enough? Depending on the range and diversity of its core functions, an agency may choose to publish more than one Privacy Policy. If your agency is large or complex with different operating environments, you should consider whether you need more than one Privacy Policy.



# Steps to develop your Privacy Policy

The IPPs are principles rather than detailed rules. They are outcomes-focused, which enables them to be applied flexibly and adapted to the different operating environments.

Consider the following practical steps to develop a Privacy Policy.



# Step 1. Gather the right information

The key to developing a Privacy Policy is to have an overview of the personal information held by your agency, as well as your personal information handling practices, procedures and systems. This will enable you to accurately describe (and summarise) how your agency handles personal information.

You may have gathered some of this information already, for example as part of your agency's existing Privacy Policy or in an Information Asset Register. If you have not yet gathered any of this information, consider conducting an information survey and make a list of the personal information held by your agency and any relevant policies and procedures. **Readiness Guidance 8** provides more suggestions for conducting and information survey.

# Clearly describe your agency's functions and activities

To be able to write a Privacy Policy (or to review and update an existing Privacy Policy), you should be able to describe your agency's functions and activities and understand your agency's personal information handling procedures.

You should be able to describe your agency's main functions and activities and identify those that involve personal information handling. For example:

- » The provision of specific services
- » Handling complaints
- » Managing employee records
- » Operating your website

For each function or activity, you should be able to describe:

- » What personal information your agency collects and holds
- » How your agency collects and holds that personal information
- » What personal information your agency uses and discloses
- » Why your agency collects, holds, uses and discloses that personal information
- » Whether your agency discloses personal information to overseas entities

# Understand your agency's personal information handling procedures

You should understand your agency's current personal information handling practices, procedures and systems (written or otherwise), for your agency as a whole, and for each of its key functions and activities including:

» specific approaches, principles or commitments your agency has decided to adopt for handling particular types of personal information or in relation to a particular process

# Example

If an agency collects personal information about equity markers for its clients, is that information:

- ~ linked across all business processes and systems; or
- ~ linked only in certain, specified circumstances; or
- ~ linked only with the client's consent; or
- ~ never linked.
- » processes for identifying, assessing and managing privacy and security risks, as well as developing and monitoring controls for those risks
- » security protections (for example, encryption, audit and monitoring) your agency has in place
- » approaches to identifying and handling personal information your agency no longer needs. For example, your agency's practices under the State Records Act 2000 (WA)
- » how and why personal information is used by your agency for automated decisionmaking processes (if applicable)
- » processes for providing access to and correction of personal information (refer to existing procedures for handling requests under the *Freedom of Information Act* 1992 as applicable)
- » complaints handling processes
- » policies relevant to your agency's personal information handling. For example, your agency's approach to maintaining the quality of personal information that is used and disclosed, anonymity or pseudonymity
- » policies for managing contractors when personal information may be disclosed
- » alignment with other agency policies or procedures which relate to the collection, storage, use or disclosure of information. (For example, research data, appropriate use of technology; security and access restrictions; complaints handling.)

Your agency's Privacy Policy does not have to include all of the above information. However, understanding your agency's personal information handling practices procedures and systems will enable you to identify what is going to be most important to readers and work out what your Privacy Policy should focus on in detail, or summarise, or link to existing documents under a heading "Related Documents".



# Step 2. Work out the content and structure

Although your Privacy Policy must cover the topics outlined in IPP 5, the information doesn't have to be presented in that order. The goal is to make it as easy as possible for individuals to find the information that is most important to them.

# Arrange information in a way that makes sense

You should arrange the information in a way that makes sense for your agency's functions, activities and audience. For example, you could separate out personal information flows for particular groups for whom your agency has different information handling practices.

If you decide to have more than one Privacy Policy, make the scope of each policy clear and, if practical, explain how each Policy links to the others.

Focus on what is likely to be most important to your clients, customers and stakeholders

# Focus more on the areas of personal information handling that individuals are:

» Most concerned about or may find objectionable.

### Example

Why the agency collects personal information such as date of birth or health information. How is the agency going to protect that personal information? Does the agency disclose personal information without the individual's knowledge or consent? Does the agency use the personal information to make automated decisions about the individual?

» Unaware of, won't reasonably expect, or may not understand.

# Example

Does the agency collect personal information about individuals from other sources? Does the agency track individual users on its website? If so, what does the agency use the information for? Can individuals interact with the agency anonymously or pseudonymously?

# Be as specific as possible

Be specific about the way in which your agency handles personal information as this will provide clarity to internal and external stakeholders and build trust. Creating clarity and trust will be most important in areas of common concern such as contact details, health information, financial information or other sensitive personal information.

Unqualified use of vague words such as 'may' could lead to concern about uses and disclosures that are not intended.

# Summarise where possible

Accurately summarise policy information in areas that:

- » Individuals know about already. For example, where they have provided personal information directly by filling out a form; or where a Collection Notice provides the detail.
- » Individuals would expect as common business or administrative practice for a particular transaction or service. For example, using an address for billing purposes or to enable a contractor to perform these services on behalf of the agency.
- » Are common across the agency for all personal information handling. For example, names or contact details.

# Step 3. Provide information in layers

Take a layered approach to providing information about how your agency will handle personal information by providing a summary version (the summary Policy) that focuses on what the agency's clients, customers and stakeholders would like to know, with a link to a more complex and detailed Privacy Policy. This is particularly effective in the online environment.

Headings in the summary Policy may vary according to the particular functions and activities of your agency, but often include:

- » Scope describes the range and extent of the Policy, the functions, business units, staff and systems covered by the Policy.
- » Collection of personal information provides the key information about what personal information is collected and why. Focus on areas that are most sensitive or that clients, customers and stakeholders would least expect.
- » Disclosure (sharing) of personal information describes the key uses and disclosures of personal information, the conditions around those disclosures, and why personal information is used or disclosed in this way. This is a good place to mention any overseas disclosures.
- » Requests and choices describes any requests or choices that individuals can make, in relation to the handling of their personal information. For example, a choice to accept or reject cookies on a website, a choice to interact anonymously, or how an individual may request access to or correction of personal information the agency holds about them.
- » How to make a complaint briefly describes how individuals can make a complaint about an alleged interference with their privacy and what the individual may do if they are not satisfied with the outcome.
- » Contact details it may be helpful to provide the details of the agency's Privacy Officer. At a minimum, include a primary office telephone number and a general agency email address that won't change with personnel.

Try to keep the summary Policy to 500 words or less.

# Step 4. Draft your Privacy Policy

Once you have a list of the personal information that your agency holds, as well as the other necessary information identified above, and have worked out the content and structure of your Privacy Policy, you can begin drafting.

Your Privacy Policy must be up-to-date, clear, concise and expressed in plain language, in accordance with IPP 5.2. To ensure the Policy is accessible, easy to navigate and easy to read:

- » Use the active tense (you, we, I) and simple language no legal or government jargon or acronyms.
- » Use short sentences and break up text up into small, digestible paragraphs.
- » Use accessible, inclusive language and where possible provide alternative formats on request. For example, simple read, low vision alternative fonts or hardcopy.
- » Use headings to help people find information easily, including information that may particularly apply to individual situations or particular client, customer or stakeholder relationships with the agency.
- » Keep in mind how you are going to publish it. If it is going on your agency's website, make sure it is in a form suited to online publication and accessible to all readers.
- » Consider your main audience in the design and format of the Privacy Policy and/ or the summary Policy. For example, if your audience is likely to view the summary Policy via a mobile app, you should create a document that works effectively in that format. Consider how the full Policy will be made publicly available to anyone who requests it, in accordance with IPP 5.1.
- » Avoid making it too wordy. Only include what is necessary and relevant to the way your agency handles personal information.
- » Make sure the Privacy Policy is readable. Web Content Accessibility Guidelines (WCAG) recommend the style and choice of words should be suitable for a lower secondary education reading level (year 7 or between 12 and 14 years old).

# Step 5. Test your Privacy Policy

Test out your Privacy Policy and the summary Policy with the target audience or audiences, including likely readers. Where your resources are limited and systematic testing is not possible, try to identify a staff member who has not been involved in the development of the Privacy Policy – ask them to read the documents for clarity and to provide feedback. Regardless of the target audience, it should be able to be easily read and understood.

To ensure that the Privacy Policy and summary Policy cover all relevant topics and accurately reflect your agency's information handling practices, you could also test the documents with internal staff with responsibilities for handling personal information in the course of their regular duties.

Consider your agency's requirements for policy consultation and policy approval processes. For larger agencies, ensure the Privacy Policy is aligned with policy statements that apply to other areas of the organisation.

# Step 6. Make your Privacy Policy available to anyone who requests it

The Privacy Policy should be accessible to everyone.

IPP 5.1 requires IPP entities to make their Privacy Policies available to anyone who requests it.

Although IPP 5.1 does not specifically require the Privacy Policy to be published, making a summary Policy readily available on your website will develop trust and reduce the workload associated with responding to individual requests.

This approach also aligns with the requirements of section 97 of the *Freedom of Information Act 1992* (WA), and the Open by Design Principles published by the Office of the Information Commissioner WA.

### Note

If your agency is publishing its Privacy Policy before the requirements of the PRIS legislation come into force, include a clear statement at the beginning of the policy document, such as:

"The requirements of the Privacy and Responsible Information Sharing (PRIS) legislation have not yet commenced, but [the agency] has drafted this Privacy Policy in anticipation of the law coming into effect."

# Step 7. Regularly review and update your agency's Privacy Policy

IPP 5.2 requires IPP entities to ensure their Privacy Policies are up-to-date. You should regularly review and update your Privacy Policy to ensure that it reflects your agency's current personal information handling practices.

When an agency adopts a new program, system or technology; is assigned new functions; or undergoes a restructure, it is worthwhile revisiting the Privacy Policy to ensure that it is still up to date and accurately reflects the flow of information through the agency.

If an agency begins to collect more information, or uses or discloses information in new ways, this should be immediately reflected in its Privacy Policy.

# References

The information in this guidance is adapted from:

- » Guide to developing an APP Privacy Policy, published by the Office of the Australian Information Commissioner (OAIC) https://www.oaic.gov.au/privacy/privacy-guidance-for-agencies-and-government-agencies/more-guidance/guide-to-developing-an-app-privacy-policy
- » Privacy Policies, published by the Office of the Victorian Information Commissioner (OVIC) https://ovic.vic.gov.au/privacy/resources-for-agencies/privacy-policies/

The WA Government Interim Privacy Position can be found at: https://www.wa.gov.au/government/announcements/interim-privacy-position

The Privacy and Responsible Information Sharing Bill can be found on the Parliament of Western Australia website, under Current Bills at: https://www.parliament.wa.gov.au/parliament/bills.nsf/

BillProgressPopup?openForm&ParentUNID=3329DA2DC25F557148258B1E003267FF

Examples of Privacy Policies:

- » Department of the Prime Minister and Cabinet (Cth) Privacy Policy https://www.pmc.gov.au/about-us/accountability-and-reporting/information-and-privacy/privacy-policy/full-version
- » OVIC Privacy Policy https://ovic.vic.gov.au/about-us/internal-policies-procedures-and-registers/ privacy-policy/
- » OAIC Privacy Policy https://www.oaic.gov.au/about-the-OAIC/ our-corporate-information/plans-policies-and-procedures/privacy-policy

# Other useful resources include:

- » Readiness Guidance 1: PRIS Champions
- » Readiness Guidance 6: Privacy Officers
- » Readiness Guidance 8: Information Survey and Information Asset Register
- » The Privacy Officer Toolkit, published by the OAIC. https://education.oaic.gov.au/privacy-officer-toolkit/
- » Privacy Officer Toolkit, published by the OVIC. https://ovic.vic.gov.au/privacy/resources-for-agencies/privacy-officer-toolkit/
- » Open by Design Principles, published by the Office of the Information Commissioner WA. https://www.oic.wa.gov.au/en-au/About-Us/Open-Government/Open-by-Design-Principles

Information about Privacy and Responsible Information Sharing can be found at: https://www.wa.gov.au/government/privacy-and-responsible-information-sharing

Please email privacy@dpc.wa.gov.au for further information about these resources.

# Assessment of Privacy Management Policy (Policy No: 4.1.31)

**Impact of Policy Repeal**: The National Privacy Principles (NPPs) outlined in the current Privacy Management Policy are outdated and have been replaced by the Australian Privacy Principles (APPs). The repeal of this policy and its replacement with a proposed Administrative Standard will ensure alignment with the current legal framework as detailed below.

No.	<b>Current Clause</b>	Impact of Policy revocation
Policy Statement		The current policy statement infers a legislative requirement to have a policy governing how the City manages information. However, there is no specific legislative requirement for a Council Policy. Compliance with the <i>Privacy Act 1988</i> and the Australian Privacy Principles (APPs) can be achieved through a proposed Administrative Standard, which will ensure that personal information is managed in accordance with current legal standards. This approach provides flexibility to incorporate the impending legislative change in a timely manner while continuing to provide essential guidance and prepare for privacy law reform.
Clause 1:	National Privacy Principle 1 - Collection	A proposed Administrative Standard will align with APP 3, ensuring personal information is collected only when necessary and by lawful means.
Clause 2:	National Privacy Principle 2 - Use And Disclosure	A proposed Administrative Standard will align with APP 6, ensuring personal information is used and disclosed only for the primary purpose or a related secondary purpose with consent.
Clause 3:	National Privacy Principle 3: Data Quality	A proposed Administrative Standard will align with APP 10, maintaining the quality of personal information.

No.	Current Clause	Impact of Policy revocation
Clause 4:	National Privacy Principle 4: Data Security	A proposed Administrative Standard will align with APP 11, ensuring evolving data security measures are in place.
Clause 5:	National Privacy Principle 5: Openness	A proposed Administrative Standard will align with APP 1, ensuring transparency in personal information management.
Clause 6:	National Privacy Principle 6: Access and Correction	A proposed Administrative Standard will align with APP 12 and APP 13, ensuring individuals can access and correct their personal information.
Clause 7:	Review of Certain Conduct (Internal Review Process)	Administrative procedures will continue to provide an internal review process, ensuring grievances related to privacy are addressed in accordance with the APPs.
Clause 8:	National Privacy Principle 7: Identifiers	A proposed Administrative Standard and supporting procedures will align with APP 9, ensuring the use of identifiers is compliant with current standards.
Clause 9:	National Privacy Principle 8: Anonymity	A proposed Administrative Standard will align with APP 2, providing options for anonymity.
Clause 10:	National Privacy Principle 9: Transborder Data Flow	A proposed Administrative Standard will align with APP 8, ensuring compliance responsible information sharing requirements.

No.	Current Clause	Impact of Policy revocation
Clause 11:	National Privacy Principle 10: Sensitive Information	A proposed Administrative Standard and supporting procedures will align with APP 3 and APP 6, ensuring sensitive information is handled appropriately.
Clause 12:	Code of Conduct	The City's Code of Conduct will continue to incorporate these obligations, ensuring continued compliance.

# 8.2 COUNCIL BRIEFING AND ORDINARY MEETING OF COUNCIL DATES FOR 2025

Attachments: 1. Proposed Meeting Cycle - 2025 1

### **RECOMMENDATION:**

# **That Council:**

1. ADOPTS the 2025 monthly cycle of Council Briefings and Ordinary Meetings of Council, each commencing at 6:00pm and held at the City of Vincent Council Chambers, 244 Vincent Street, Leederville, as listed below and shown in the calendar at Attachment 1; and

Council Briefing	Ordinary Meeting of Council
4 February	11 February
4 March	11 March
1 April	8 April
6 May	13 May
10 June	17 June
8 July	15 July
5 August	12 August
2 September	9 September
30 September	7 October
4 November	11 November
2 December	9 December

2. PROVIDES local public notice of the Council Briefing and Ordinary Meeting of Council dates, time and place, as listed in Recommendation 1. above.

# **PURPOSE OF REPORT:**

To approve the meeting dates for Council Briefings and Ordinary Meetings of Council for 2025.

### **DELEGATION:**

The Act does not require a decision of Council to determine the annual meeting dates.

It is orderly and proper to table the dates of the meeting with Council and for the adopted dates to then form part of the information required to be published on the City's website under Regulation 12 of the *Local Government (Administration) Regulations 1996.* 

# **BACKGROUND:**

The Local Government Act 1995 (Act) requires that Council meet at least once every three months. Regulation 12 of the Local Government (Administration) Regulations 1996 provides that the Chief Executive Officer must publish on the local government's website the meeting details for Ordinary Council meetings before the beginning of the year in which the meetings are to be held. Consequently, Council are requested to determine its Ordinary Council Meeting dates and times for the next twelve months.

Section 3.1.1 of Council's adopted <u>Governance Framework</u> sets out the frequency and timing for scheduling Council Briefing and Meetings.

The proposed dates for the Council Briefing and Ordinary Meetings for 2025 are detailed above and set out in the Proposed Meeting Cycle - 2025 at **Attachment 1**.

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### **DETAILS:**

The proposed 2025 meeting schedule has been prepared with consideration of council recess periods, school holidays, local government elections and budget adoption.

The standard pattern for the proposed 2025 meeting schedule involves holding Council Briefings on the first Tuesday of each month and Ordinary Meetings of Council on the second Tuesday of each month, with a deviation to the June meeting to allow for presentation of the annual budget closer to the end of the financial year. This adjustment ensures that the budget adoption process aligns more closely with the fiscal timelines, allowing for more accurate planning and sufficient time for the preparation of the statutory budget financial statements. It also provides for the scheduling of an additional budget workshop if required by Council.

The determination of Council meeting dates provides the foundation for the City to schedule all other Council and organisational requirements around the calendar, including general council workshops and special budget workshops.

Administration is also able to schedule the timeframes to ensure that appropriate advice is provided to Council so that an informed decision can be made.

Tuesdays which are not allocated for an Ordinary Meeting of Council, Briefing or Workshop will be reserved for Council professional development with a program to be settled in consultation with Council Members.

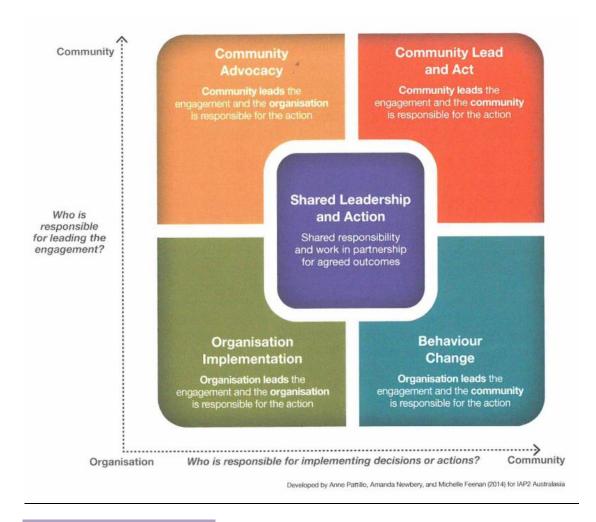
The annual financial statements and receipt of the Auditor's Report is an essential component of the Annual Report. In accordance with section 5.27 of the *Local Government Act 1995* the Annual General Meeting of Electors must be held within 56 days of Council's acceptance of the Annual Report.

While it is scheduled that the Annual Report will be presented to the Ordinary Meeting of Council on 11 November 2025, this will be entirely dependent on the receipt of the Audit Report.

Subject to the above, the Annual General Meeting of Electors is tentatively scheduled to be held on Wednesday, 10 December 2025, or Tuesday, 16 December 2025, to commence at 7:00 pm.

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### CONSULTATION/ADVERTISING:



# Shared Leadership and Action

This collaborative arrangement for shared decision-making, management and responsibility for delivery is required to meet shared outcomes.

**Tension:** The baton changes between project partners at different speeds of action.

Mitigation: Lots of communication, clear roles and monitoring.

You could support community responses to key community, environmental, economic or social problems or opportunities

Be a stakeholder in the community's process

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*, the Council Briefing and Ordinary Meeting of Council dates will be published in both local newspapers, on the City's website and on the City's notice boards.

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#### LEGAL/POLICY:

Section 5.3 of the Act states:

"Ordinary and Special Council meetings:

- (1) A Council is to hold ordinary meetings and may hold special meetings;
- (2) Ordinary meetings are to be held not more than three months apart; and
- (3) If a Council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure."

Regulation 12 of the Local Government (Administration) Regulations 1996 states:

- "(1) In this regulation —

  meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.
- (2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held
  - (a) ordinary council meetings;
  - (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

The Meeting Procedures Local Law 2008 and Council Meeting Procedures Policy provides guidance on the publication of agendas.

#### **RISK MANAGEMENT IMPLICATIONS**

Low: The proposed monthly cycle will provide consistency in the sequencing of briefings and meetings and will increase transparency by ensuring financial statements are included in the Council Briefing Agenda.

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

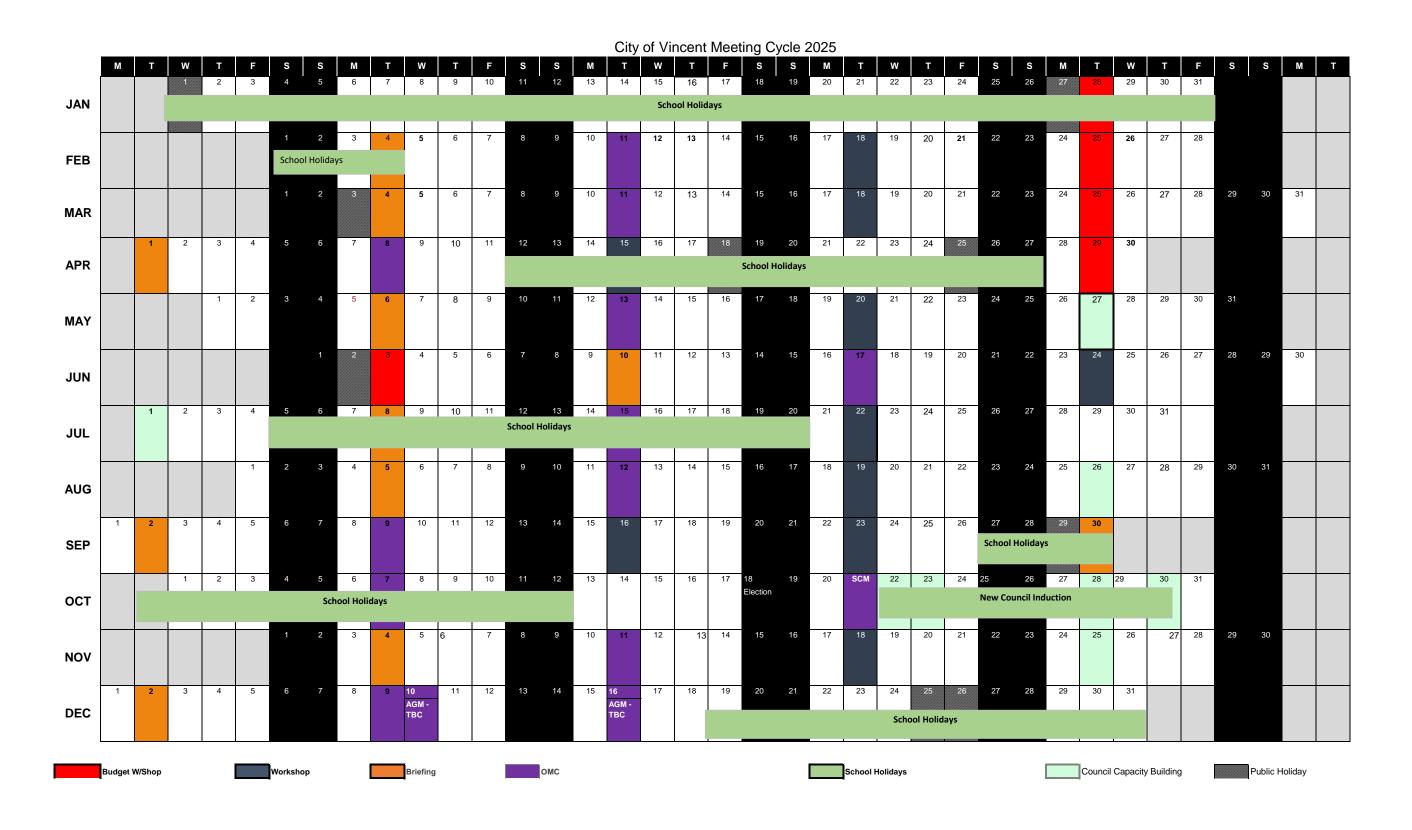
#### **PUBLIC HEALTH IMPLICATIONS:**

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

#### FINANCIAL/BUDGET IMPLICATIONS:

Nil

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Item 8.2- Attachment 1

Queries

Item 8.2- Attachment 1

#### 8.3 REPORT AND MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 7 NOVEMBER 2024

This report will be finalised and published prior to the Council Meeting on 19 November 2024.

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

• the urgency of the business is such that the business cannot await inclusion at a subsequent meeting;

#### Justification for inclusion

The Audit Committee meeting is due to be held on 7 November 2024, so minutes will not be available for Briefing.

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#### 8.4 INFORMATION BULLETIN

#### Attachments:

- 1. Unconfirmed Minutes of the Catalina Regional Council Meeting held on 17 October 2024 1
- 2. Statistics for Development Services Applications as at the end of October 2024 3
- 3. Register of Legal Action and Prosecutions Monthly Confidential
- 4. Register of State Administrative Tribunal (SAT) Appeals Progress Report as at 4 November 2024 1
- 5. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel Current 1
- 6. Register of Applications Referred to the Design Review Panel Current  $\underline{\mathbb{Q}}$
- 7. Register of Petitions Progress Report November 2024 🗓 🖺
- 8. Register of Notices of Motion Progress Report November 2024 1 🖺
- 9. Register of Reports to be Actioned Progress Report November 2024 🗓
- 10. Council Workshop Items since 15 October 2024 🗓 🖺
- 11. Council Briefing Notes 15 October 2024 🗓 🛣

#### **RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated November 2024.

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### **Ordinary Meeting** of Council

Thursday 17 October 2024

## **MINUTES**

City of Stirling, 25 Cedric Street, Stirling

These Minutes were confirmed as a true and correct record of proceedings at a meeting held on 5 December 2024.

Signature: ..... Chair

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

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#### **MEMBERSHIP**

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER				
Town of Cambridge	Cr Jane Cutler	Cr Michael Le Page				
City of Joondalup	Cr John Chester Cr Lewis Hutton	Cr Russ Fishwick Cr Phillip Vinciullo				
City of Perth	Cr Raj Doshi	Cr Viktor Ko				
City of Stirling	Cr Tony Krsticevic Cr David Lagan Cr Suzanne Migdale Cr Karlo Perkov	Cr Teresa Olow Cr Rob Paparde				
Town of Victoria Park	Cr Claire Anderson	Cr Bronwyn Ife				
City of Vincent	Cr Ashley Wallace	Cr Suzanne Worner				
City of Wanneroo	Cr Helen Berry Cr Sonet Coetzee	Cr Eman Seif				

Representatives from the Satterley Property Group will be in attendance at the meeting.

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#### **PRESENT**

Chair Cr Tony Krsticevic

**Councillors** Cr Claire Anderson

Cr Helen Berry Cr John Chester Cr Jane Cutler Cr Raj Doshi Cr Lewis Hutton Cr David Lagan Cr Karlo Perkov Cr Ashley Wallace

Alternate Members Nil

Staff Mr Chris Adams (Chief Executive Officer)

Mr Simon O'Sullivan (Project Manager)

Apologies Councillors Cr Sonet Coetzee

Cr Suzanne Migdale

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 Kelton Hincks (Town of Cambridge) Mr Duncan Olde (Town of Victoria Park)

In Attendance Participant Councils'

Advisers

Mr Stevan Rodic (City of Stirling)

Members of the Public Nil

Press Nil

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#### **PRELIMINARIES**

#### 1. OFFICIAL OPENING

The Chair declared the meeting open at 6:00pm.

#### 2. APOLOGIES AND LEAVE OF ABSENCE

Apologies: Councillors Sonet Coetzee and Suzanne Migdale.

#### 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 Doshi.

That the minutes of the Ordinary Meeting of Council of 15 August 2024 and the Special Meeting of Council of 19 September 2024 be CONFIRMED as true and accurate records of proceedings.

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

#### 8. BUSINESS ARISING FROM MINUTES

Nil

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#### 9. ADMINISTRATION REPORTS AS PRESENTED

#### 9.1 BUSINESS REPORT – PERIOD ENDING 30 SEPTEMBER 2024

Moved Cr Chester, Seconded Cr Wallace.

That the Council RECEIVES the Business Report for the period ending 30 September 2024.

The Motion was put and declared CARRIED (10/0).

**For:** Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace. **Against:** Nil.

#### 9.2 STATEMENT OF FINANCIAL ACTIVITY FOR AUGUST 2024

Moved Cr Cutler, Seconded Cr Hutton.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 August 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

**For:** Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace. **Against:** Nil.

#### 9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR AUGUST 2024

Moved Cr Cutler, Seconded Cr Hutton.

#### That the Council:

- RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for August 2024 - \$2,214,259.51.
- 2. APPROVES the Credit Card Statement for August 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

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#### 9.4 PROJECT FINANCIAL REPORT – JULY 2024

Moved Cr Cutler, Seconded Cr Hutton.

That the Council RECEIVES the Project Financial Report (July 2024) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

#### 9.5 PROJECT FINANCIAL REPORT - AUGUST 2024

Moved Cr Cutler, Seconded Cr Hutton.

That the Council RECEIVES the Project Financial Report (August 2024) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

### 9.6 SALES AND SETTLEMENT REPORT – PERIOD ENDING 30 SEPTEMBER 2024

Moved Cr Cutler, Seconded Cr Hutton.

That the Council RECEIVES the Sales and Settlement Report for the period ending 30 September 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

#### 9.7 REVIEW OF PURCHASER TERMS, CONDITIONS AND INCENTIVES

Moved Cr Cutler, Seconded Cr Hutton.

That the Council AMENDS the Purchaser Terms, Conditions and Incentives approved at its meeting of 15 August 2024 for public release lots in Catalina Green for the period August 2024 to 31 December 2025 by increasing the value of the rebate paid for all buyers who install a minimum 3.0KW capacity photovoltaic solar power system from \$2,000 to \$3,000, with an additional \$1,000 rebate paid where the system includes integrated battery storage.

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The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

#### 9.8 COUNCIL MEETING SCHEDULE 2025

Moved Cr Cutler, Seconded Cr Hutton.

#### That the Council:

1. ADOPT the CRC Ordinary Council Meetings for 2025 as follows:

•	20 February 2025	City of Stirling	6pm start
•	17 April 2025	City of Stirling	6pm start
•	19 June 2025	City of Stirling	6pm start
•	21 August 2025	City of Stirling	6pm start
•	16 October 2025	City of Stirling	6pm start
•	11 December 2025	City of Stirling	6pm start

- HOST CRC Strategic Project Advisory Meetings at 5:00pm prior to Ordinary Council Meetings noting that:
  - The Advisory Meetings are not formal meetings of the CRC under the provisions of S5.8 of the Local Government Act 1995.
  - The intent/purpose of the Advisory Meetings is to:
    - Receive updates on key project matters including the development of special sites, land access and approval matters, land, and housing market conditions and/or other matters of relevance to the strategic direction of the CRC.
    - Workshop strategies/options related to land release, staging and development of the CRC land estate.
    - Review opportunities for innovation and best practice in line with the CRC's Strategic Community Plan Objectives of Built Environment, Natural Environment, Social Development, Economic Development and Governance and Corporate Accountability.
  - All CRC Councillors are invited to attend Advisory Meetings.
  - The CRC Strategic Project Advisory meetings will have no Delegated Authority to make any decision/s on behalf of the CRC Council.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

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#### 9.9 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR SEPTEMBER 2024

Moved Cr Cutler, Seconded Cr Hutton.

#### That the Council:

- RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for September 2024 - \$5,004,195.79.
- 2. APPROVES the Credit Card Statement for September 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

### 9.10 LATE ITEM: STATEMENT OF FINANCIAL ACTIVITY FOR SEPTEMBER 2024

Moved Cr Cutler, Seconded Cr Hutton.

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 30 September 2024.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

#### 9.11 LATE ITEM: CEO PERFORMANCE REVIEW

Moved Cr Cutler, Seconded Cr Doshi.

- That the Council ENDORSES the Catalina Regional Council Chief Executive Officer's Performance Review as outlined in Attachment 1.
- That the Council ENDORSES the CEO Performance Review Key Performance Indicators for the period 19 September 2024 to 18 September 2025 as outlined in Attachment 2.
- 3. That the Council AGREES to an increase to the Catalina Regional Council CEO's remuneration by 4% as of 12 September 2024 with the superannuation contribution increasing by 0.5% to 11.5%.
- 4. That the Chair of Catalina Regional Council ADVISES the CEO of the outcome of this review.

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The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (10/0).

**For:** Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

# 9.12 LATE ITEM: POTENTIAL IMPACTS AND IMPLICATIONS OF MINDARIE REGIONAL COUNCIL'S OPERATIONS ON CATALINA REGIONAL COUNCIL

Moved Cr Cutler, Seconded Cr Perkov.

[The recommendation in the agenda]

#### That the Council:

- NOTES the issues that the Mindarie Regional Council (MRC) has recently been having in relation to odour management and the associated impacts and concerns that these issues are having on Catalina Estate residents.
- CONTINUES to actively engage with MRC on issues that have the potential to adversely affect Catalina residents and the CRC.
- CONTINUES to monitor if the MRC's operational activities are having an impact on the CRC's ability to achieve its purpose and objectives.
- REQUESTS that the CEO prepares report/s to the December Ordinary Meeting of Council that:
  - Review the current provisions contained within the CRC land sales contract templates
    with the aim of increasing the resources/information available to prospective buyers in
    relation to the Tamala Park Tip facility.
  - Review and update the CRC Risk register to reflect the Catalina Estate residents' concerns/issues relating to the operation of the MRC's Tamala Park facility.

The Motion as amended was as follows:

#### That the Council:

- 1. NOTES the issues that the Mindarie Regional Council (MRC) has recently been having in relation to odour management and the associated impacts and concerns that these issues are having on Catalina Estate residents.
- CONTINUES to actively engage with the MRC on issues that have the potential to adversely affect Catalina residents and the CRC.
- CONTINUES to monitor if the MRC's operational activities are having an impact on the CRC's ability to achieve its purpose and objectives.
- REQUESTS that the CEO prepares report/s to the December Ordinary Meeting of Council that:

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- Review the current provisions contained within the CRC land sales contract templates with the aim of increasing the resources/information available to prospective buyers in relation to the Tamala Park Tip facility.
- Review and update the CRC Risk register to reflect the Catalina Estate residents' concerns/issues relating to the operation of the MRC's Tamala Park facility.
- Outline potential advocacy positions that the CRC may take in relation to the MRC's Tamala Park facility.

The Motion was put and declared CARRIED (9/1).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Perkov and Wallace.

Against: Councillor Lagan.

**Reason for Change:** Councillors added an additional dot point to Item 4 of the recommendation as they indicated that they would like to consider advocacy options on this matter.

#### 10. COMMITTEE REPORTS

#### **AUDIT and RISK COMMITTEE (8 OCTOBER 2024)**

### 10.1 REVIEW OF THE AUDITOR'S REPORT FOR FINANCIAL YEAR ENDED JUNE 2024

Moved Cr Perkov, Seconded Cr Anderson.

#### That the Council:

- 1. RECEIVES the Auditor's Report for the financial year ended 30 June 2024.
- 2. NOTES that the Council's Auditor (Nexia Australia) met with the Audit and Risk Committee at its meeting of 8 October 2024 to discharge the statutory obligation to meet with the Local Government at least once per annum.

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

### 10.2 CRC ANNUAL FINANCIAL REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024

Moved Cr Perkov, Seconded Cr Anderson.

That the Council RECEIVES the Annual Financial Report for the year ended 30 June 2024 and that it be INCLUDED in the Annual Report.

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The Motion was put and declared CARRIED (10/0) by exception resolution.

**For:** Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

#### 10.3 REVIEW OF INVESTMENT POLICY

Moved Cr Perkov, Seconded Cr Anderson.

#### That the Council APPROVES the Investment Policy (October 2024).

The Motion was put and declared CARRIED (10/0) by exception resolution.

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

#### 10.4 REVIEW OF DELEGATION OF AUTHORITY REGISTER - OCTOBER 2024

Moved Cr Lagan, Seconded Cr Chester.

#### That the Council APPROVES the Delegation of Authority Register (October 2024).

The Motion was put and declared CARRIED by ABSOLUTE MAJORITY (10/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

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

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#### 15. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Lagan, Seconded Cr Berry.

That Item 15.1 – Expression of Interest – Sale of Lot 2401 Portofino Promenade, Mindarie – Beach Commercial Site be CONSIDERED Behind Closed Doors in accordance with Sections 5.23 of the *Local Government Act* 1995, which permits the meeting to be closed to the public for business relating to the following:

- c) A contract entered into, or which may be entered into, by the 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, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

At 6:43pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 15.1.

# 15.1 CONFIDENTIAL: EXPRESSION OF INTEREST – SALE OF LOT 2401 PORTOFINO PROMENADE, MINDARIE – BEACH COMMERCIAL SITE (05/2024)

Moved Cr Cutler, Seconder Cr Chester.

#### That the Council:

- 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 (10/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

Against: Nil.

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Moved Cr Cutler, Seconded Cr Perkov.

#### That the meeting be REOPENED to the public.

The Motion was put and declared CARRIED (10/0).

For: Councillors Anderson, Berry, Chester, Cutler, Doshi, Hutton, Krsticevic, Lagan, Perkov and Wallace.

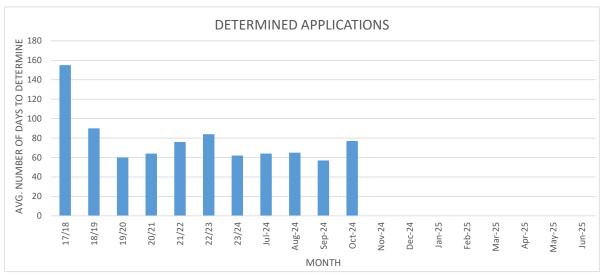
Against: Nil.

#### **FORMAL CLOSURE OF MEETING** 16.

The Chair declared the meeting closed at 6:45pm.

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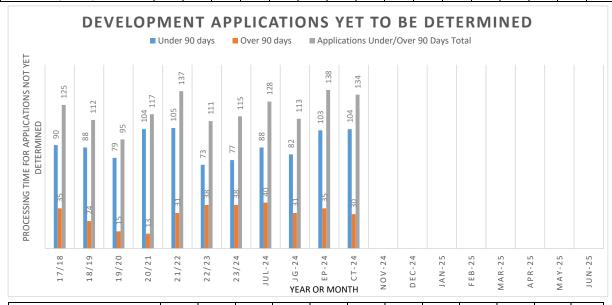
## Statistics for Development Applications As at the end of October 2024



**Table 1:** Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2017/2018 and each month since July 2024.

Processing	17/	18/	19/	20/	21/	22/	23/	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Days	18	19	20	21	22	23	24	24	24	24	24	24	24	25	25	25	25	25	25
Minimum	1	0	0	0	1	0	9	0	20	17	36								
Average	155	85	60	64	76	84	62	64	65	57	77								
Maximum	1008	787	499	268	298	280	145	90	177	88	194								

	20/ 21	21/ 22	22/ 23	23/ 24	Jul 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25
DA's Determined (excludes exempt from approval or cancelled)	403	385	281	311	27	42	20	26								
Value of Determined DA's (in millions)	217	143	417	405	86.5	86.4	12	13.3								



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	24	24	24	24	24	24	25	25	25	25	25	25
DA's lodged	33	31	40	38								
DA's to be Determined	128	113	138	134								
Value of DA's to be Determined (in millions)	126	63.3	73.7	74.5								

### REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS AS AT 4 NOVEMBER 2024

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	Nos. 41-43 & 45 Angove Street, North Perth (DR 81 of 2023)	1 June 2023	Hidding Urban Planning/Lavan	Application for review of a Development Assessment Panel decision to refuse an application for a Service Station on 3 May 2023.
				Directions hearing held on 16 June 2023. Mediation held on 4 July 2023, with Mayor Cole and interested community members in attendance to make a presentation. A second mediation was scheduled for 14 August 2023 and was vacated. Mediation was rescheduled to 10 October 2023 and was subsequently vacated. The matter was listed for a directions hearing on 10 November 2023 to schedule a new date for mediation. This was vacated. The matter has been listed for a directions hearing on 2 February 2024 with the applicant to provide additional information by 11 January 2024. 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. This was vacated and has been rescheduled to 2 September 2024. The mediation was cancelled on 30 August 2024 and the matter was listed for a further directions hearing on 27 September 2024. Following this the matter has been listed for a further directions hearing on 1 November 2024. Following this the SAT made orders for a further directions hearing on 17 January 2024, with the applicant to provide additional information by 13 December 2024. Representation by: DAP Executive Director
2.	No. 5 Berryman Street, Mount Hawthorn (DR 71 of 2024)	22 May 2024	George Seal	Application for review of conditions of a Council decision to approve an application for a Change of Use from Single House to Single House and Restaurant/Cafe on 23 April 2024.
				The matter was listed for a directions hearing on 7 June 2024, which on agreement between the parties, was vacated and rescheduled for 5 July 2024. Following the directions hearing on 5 July 2024 the SAT issued orders inviting Council to reconsider the application pursuant to s.31(1) of the State Administrative Tribunal Act 2004, on or before 29 October 2024. The matter was also listed for a further Directions Hearing on 1 November 2024. The Applicant requested an extension to the reconsideration dates. The reconsideration date for this matter has been amended to on or before 28 February 2025 and a further Directions Hearing has been scheduled for 7 March 2025. Representation by: Administration
3.	No. 120 Claisebrook Road, Perth (DR 110 of 2024)	30 July 2024	Allerding and Associates	Application for review of conditions of Western Australian Planning Commission decision to approve the Holcim Concrete Batching Plant to continue to operate until 30 December 2027 on 27 June 2024.
				The matter was listed for a directions hearing on 30 August 2024 and has been listed for a mediation on 12 November 2024. The City has not been invited to take part in this mediation. Representation by: DPLH Director Planning Appeals

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### REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS AS AT 4 NOVEMBER 2024

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
4.	No. 235 Brisbane Street, Perth (DR 122 of 2024)	21 August 2024	Michael Cao	Application for review of a Council decision to refuse an application for a Change of Use from Family Day Care to Child Care Premises on 23 July 2024.
	(511122 31 232 1)			Directions hearing held on 4 October 2024. A further directions hearing was held on 11 October 2024 at which interested residents were invited to make a presentation to the SAT at the commencement of mediation. The matter has been scheduled for mediation on 7 November 2024.  Representation by: Administration
5.	Nos. 41-43 Angove Street, North Perth (DR 138 of 2024)	11 October 2024	Lavan	Application for review of a Council decision to refuse an application for Alterations and Additions to Service Station on 20 August 2024.
	(611.100 31.202.1)			The matter was listed for a directions hearing on 11 October 2024. On 10 October 2024 the directions hearing was vacated and rescheduled to 20 December 2024. The purpose of rescheduling the directions hearing is to allow the parties to prepare a Statement of Issues Facts and Contentions (SIFC) to define the issues under contention and inform future programming for the matter. The SAT issued orders on 10 October 2024 with the following key dates prior to the directions hearing:
				<ul> <li>22 November 2024 – Respondent's Statement of Issues, Facts and Contentions due to SAT.</li> <li>13 December 2024 – Applicant's Statement of Issues, Facts and Contentions due to SAT.</li> <li>Representation by: Administration &amp; McLeods</li> </ul>

## METRO INNER DEVELOPMENT ASSESSMENT PANEL (DAP) REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT AS AT 31 OCTOBER 2024

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	STATUS
1.	No. 195 Beaufort Street, Perth	Lateral Planning	Form 2 – Mixed Use Development (Amendment to Approved)	13 August 2024	N/A	The Form 2 application has been withdrawn by the applicant. Administration is finalising the assessment to be determined under Delegated Authority.
2.	No. 177 Scarborough Beach Road, Mount Hawthorn	PTS Town Planning Pty Ltd	Form 1 – Mixed Use Development	6 August 2024	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.	Nos. 367-373 Fitzgerald Street and 103 Alma Road, North Perth	Planning Solutions	Form 2 – Mixed Use Development (Amendment to Approved)	17 September 2024	Not yet scheduled	The application is currently under assessment.  Responsible Authority Report is currently due on 20 December 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.

Item 8.4- Attachment 5

# CITY OF VINCENT DESIGN REVIEW PANEL (DRP) REGISTER OF APPLICATIONS CONSIDERED BY DESIGN REVIEW PANEL AS AT 31 OCTOBER 2024

ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
No. 1 The Avenue, Leederville	Human Urban	Mixed Use Development	30 October 2024	Pre-lodgement Application – First Referral The proposal would benefit from referral to the Design Review Panel to consider the
				proposal against the Leederville Masterplan, Policy No. 7.1.1 – Built Form and the appropriateness of the development within its setting.



## INFORMATION BULLETIN

TITLE:	Register of Petitions – Progress Report – November 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:
0-0	

Chief Executive Officer

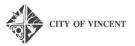
CEO: EDCBS: EDIE: Executive Director Community & Business Services
Executive Director Infrastructure & Environment EDSD: Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
20/8/2024	A petition with 16 signatures was received from Trent Negus of Mt Lawley, requesting that Council install a 3 hour parking limit at the intersection of Joel Terrace and Mitchell Street and surrounding area, due to the fact that Mercy Hospital employees are taking up all the parking in the area all day. The intersection and street are now dangerously overcrowded and there has already been an accident last week because of the parking of hospital employees, patients and visitors.	EDIE	Petition received.  • The lead petitioner has been contacted and advised a letter will be sent to surrounding residents seeking their comments on proposed parking restrictions if warranted. This will not only include Joel Terrace residents but residents in surrounding streets where there are currently no parking restrictions.  • Parking occupancy surveys are currently being conducted by the Rangers.  • We are in the process of setting up a meeting with a hospital representative to discuss the parking issues.
18/7/2024	A petition with 12 signatures requesting that the artwork The Globe be moved to a new site.	EDSD	Awaiting additional information from artist. Report to be presented to December Council Meeting.

[TRIM ID: D18/35574] Page 1 of 2

0/7/0004	A petition with 17 signatures (and a further 31	EDIE	Petition received.
3/7/2024	received by survey) has been received from Jerome	EDIE	Investigation into short term
	Waddell of West Perth. The petition requests that the		measure to resolve parking
	decision to create a "No Stopping" zone in front of 16		
	and 14 Hammond Street be reversed.		issues along street.
	and 14 Hammond Street be reversed.		City will investigate further
			options once power is
			underground which will
			hopefully result in additional
			parking spaces.
			<ul> <li>Consultant reviewing</li> </ul>
			potential left out only onto
			Charles St.
			Internal review conducted
			and measures have been
			put in place to ensure
			residents are consulted in
			the first instance.
			Email response sent to lead
			petitioner detailing the
			above.

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## INFORMATION BULLETIN

TITLE:	Register of Notices of Motion – Progress Report – November 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.

Office of the CEO

Key Index: CEO: Of EDCBS: Ex EDIE: Ex Executive Director Community & Business Services Executive Director Infrastructure & Environment Executive Director Strategy & Development EDSD:

Details	Action Officer	Comment
Rodenticide Use	EDSD	In progress
		Administration is implementing NOM outcomes. This is ongoing.
		Progress report - Administration has completed item 2.2.1, with the fact sheet now available on the City's website and on display at the library.  Administration has prepared and posted 1 social media post, on 23 October, in respect to the safe use of rodenticides. The team have also marked 4 August annually in the Public Health Communications Calendar, as an opportunity to promote responsible rodent control (commencing 2025).
Protection and promotion of trees on private EDS		Ongoing
land		Administration has and will be presenting options for planning controls at Council Workshops in May, July and October 2024. Planning controls and initiatives are intended to be presented to the November Council Meeting.

[TRIM ID: D17/43059] Page 1 of 1

Item Number	Meeting Type	Council Meeting Agenda Report Item	Resolution Action Item	Council Decision	Director	Comments	Time frame for Comp
11.4	OCM	22/10/2024 11.4Draft Stretch Reconciliation Action Plan 2025-2027	That Council APPROVES the proposed 'Stretch Reconciliation Action Plan 2025-2027' deliverables, at Attachment 1, for the purpose of community consultation.	Carried 8/1	EDSD	Community Consultation will occur from 29 October – 19 November 2024. A report detailing the outcome of consultation will be presented to Council Meeting in December 2024.	
9.3	ОСМ	17/09/2024 Advertising of Draft Auckland Street Character Area Guidelines	PREPARES the amendments to Local Planning Policy: Character Area Guidelines as included as Attachment 2 in accordance with Schedule 2, Part 2, Clause 5(1) of the Planning and Development (Local Planning Schemes) Regulations 2015; and	Carried 8/0	EDSD	Advertising closes 21 October 2024. To be returned to Council December 2024	
10.2	ОСМ	Advertising of Amended Policy Library and Local History Collection Policy 20/08/2024	/ That Council APPROVES the proposed amendments to the Library and Local History Collection Policy, a Attachment 1, for the purpose of community consultation.	t Carried 9/0	EDIE		November 2024
			Council DOES NOT SUPPORT the REVOCATION of Policy No 7.6.9 Heritage Assistance Fund, included as Attachment 9 and REQUESTS Administration presents a report to Council in December 2024 on the revocation of Policy No 7.6.9 Heritage Assistance Fund, as part of the Community Funding			Community Funding Policy review commenced and update presented to	
9.1	ОСМ	18/06/2024 Outcome of Advertising - Review of Heritage Management Policies	Policy review.	Carried with Amendment	EDSD	Council Workshop in July 2024.	December 2024
10.0		04/05/0004 Decident Cheart President Asso Dead Cefety Treatments	The draft Road Safety Implementation Plan to be presented for Council consideration by May 2025 (with progress update via Council Workshop February 2025) with delivery of works prioritised based on the treatment of severely or seriously injured crashes identified within the Highgate precinct, with the intersections of Harold Street / Beaufort Street and Chatsworth Road / Beaufort Street ranked as high		FDIF	Implementation Plan framework being scoped. Return to Council Workshop	February 2005
10.2		21/05/2024 Beaufort Street Precinct Area Road Safety Treatments  Notice of Motion - Mayor Alison Xamon - Protection and Promotion of	priority projects;  REQUESTS that the City: 2.1Prioritises the progress of planning controls to ensure greater protection of trees and canopy provision on private land; and 2.2Advocates to the Western Australian Planning Commission and Minister for Planning for greater protection of trees on private land.	Carried 7/1 with amendments	EDIE	Administration has and will be presenting options for planning controls at Council Workshops in May, July and October 2024. Planning controls and	February 2025
13.1	ОСМ	19/03/2024 Trees on Private Land		Carried 9/0	EDSD	initiatives are intended to be presented to the November Council Meeting.	November 2024
12.4	ОСМ	Responses to Motions Carried at the Annual General Meeting of Electors 19/03/2024 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
10.2	ОСМ	12/12/2023 Response to Petition - Ellesmere Street, North Perth Parking	${\sf RECEIVES}\ a\ further\ report\ at\ the\ conclusion\ of\ the\ collection\ of\ traffic\ data\ and\ public\ consultation.$	Carried 7/0	EDIE	Traffic Warrants are underway.	December 2024
10.1	OCM	Response To Petition - Corner Scarborough Beach Road and Killarney 12/12/2023 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	Traffic data and concept design to be issued for community consultation with residents and school in March 2024.	December 2024
10.4.4.0(4)	AGM	Development Green Space	That Council REQUEST the CEO to present a review of the landscaping requirements in the City's Built	Consist Fo bloo	EDSD	Administration will present a review of the impact to the Built Form Policy from the R Codes amendments at the 30 July workshop, to confirm the intent to pursue a determination from the WPC. Once the Built Form Policy has been determined Administration will undertake a further review as part of the investigation of all purious controls NAM.	Fad 0024
12.4-4.2(1)	AGM	14/03/2023	Form Policy to Council by December 2023.  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 En bloc	EDSD	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.	
12.4 - Motion 4.5	AGM	14/03/2023 Pedestrian Safety (Newcastle / Fitzgerald)		Carried 8/0	EDIE		Mid 2025
9.7	ОСМ	Outcomes of Advertising: Draft Precinct Structure Plan and Draft Place Plan – Leederville; and Preparation of Amendment 7 to Local Planning Scheme No. 2 14/09/2021	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-ACO;	f Carried with Amendment	EDSD	SPC considered draft LPSP in May 2024 and has requested further community consultation on modifications before it is reconsidered.  Presented to Council workshop in August 2024 and will be presented to a futre workshop end of 2024 / early 2025 before community consultation is undertaken	y Mid 2025
5.7	OOM	1410J/ZUZ1		Carried With Amendment	LUJU	unucrancii	1-11U ZUZJ

#### **COUNCIL WORKSHOPS**

There have been 2 workshops since 15 October, details below:

#### 29 October

Beaufort Street & William Street Town Centre Planning Frameworks

Update on Short Term Accommodation Changes - Local Planning Scheme No. 2 Amendment and Policy Review

Review of Policy No. 7.6.3 - Trees of Significance and Expansion of the GreenTrack Incentive Program

Community Infrastructure Plan - Progress Update

Y WA - 3 Year Collaborative Grant Funding Update

Hyde Park Reference Group & PSHB

Public Health Plan 2025 - 2030 - Engagement Plan

Update of the Strategic Projects in the Corporate Business Plan 2024/25 - 2027/28

#### 5 November

Emerging Issues - Roller Shutters and Review of Existing City Policy Position

Review of Policy Framework

Policy Document Register and Review Plan - Progress Update and Implementation Review 2023

Proposed Meeting Dates for 2025

Dorrien Gardens, Fitzgerald Street Car Park and Italian Club - Planning & Grant Funding

Findings of 2024 SGS Cities and Regions Wellbeing Index



## **NOTES**

**Council Briefing** 

15 October 2024

#### **15 OCTOBER 2024**

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15 OCTOBER 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, 15 OCTOBER 2024 AT 6.00PM

PRESENT: Mayor Alison Xamon Presiding Member

**Cr Alex Castle North Ward North Ward** Cr Ron Alexander Cr Suzanne Worner **North Ward Cr Nicole Woolf North Ward** Cr Jonathan Hallett **South Ward** Cr Ashley Wallace South Ward Cr Sophie Greer **South Ward** Cr Ashlee La Fontaine **South Ward** 

IN ATTENDANCE: David MacLennan Chief Executive Officer

Peter Varris Executive Director Infrastructure &

Environment

Rhys Taylor A/Executive Director Community &

**Business Services** 

Jay Naidoo A/Executive Director Strategy &

Development

Karsen Reynolds A/Manager Development & Design (left at

6.03pm before Item 5.2)

Prue Reddingius Manager Public Health & Built

Environment (left at 6.05pm after Item

5.2)

Dale Morrissy Manager Community Facilities (left at

6.10pm after Item 6.1)

Lisa Williams Executive Manager Communications &

Engagement (left at 6.15pm during Item

8.2)

Emma Simmons Senior Governance and Projects Officer Joslin Colli Executive Manager Corporate Strategy &

Governance

Wendy Barnard Mayor and Council Support

**Public:** No 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. We also acknowledge that the City of Vincent has a role in working towards reconciliation and justice for First Nations people."

#### 2 APOLOGIES / MEMBERS ON APPROVED LEAVE OF ABSENCE

Nil

**15 OCTOBER 2024** 

#### 3 PUBLIC QUESTION TIME AND RECEIVING OF PUBLIC STATEMENTS

There being no speakers, Public Question Time closed at approximately 6.01pm.

The following statements were received in writing prior to the meeting.

#### Adam Kapinkoff of Perth-Item 8.2

Firstly, apologies for not being present this evening at the Council Briefing session.

By way of background, ARK Group are an experienced, intergenerational hospitality and property group that has operated in Western Australia for over five decades.

The group has operated sixteen venues during this time throughout regional and metropolitan Western Australia and sold seven venues to Australian Venue Co in August 2022. Currently, the group operates the Paddington Alehouse, JB O'Reilly's and Brisbane Hotel with all sites earmarked for development and investment.

The iconic and historic Brisbane Hotel presents a unique opportunity to expand the operating footprint to create a community asset that responds to the evolving locality, expectations of the modern consumer and the ability to cater for guests at the proximally located HBF Park pre and post events.

The intention at a high level (subject to further design development, approvals etc.) is to sympathetically renovate the existing hotel which has operated since 1898 acknowledging its history and character, renovate the existing courtyard space, create a family friendly zone, maintain the mature trees onsite, maintain the comedy lounge on level one (which has operated since 1990) and expand back of house facilities to include a new class A commercial kitchen with a woodfired pizza oven, woodfired grills and rotisserie to support improved food service for guests.

The group's most recent and comparable development is the award-winning Bassendean Hotel, completed in conjunction with Woods Bagot.

This transformed the dated hotel into a sprawling, multi-experiential, family and community focused venue with two new courtyards, bespoke playground, six bars, two kitchens and eight zones, including function facilities.

The development has positively contributed to the activation and vibrancy of the Bassendean Town Centre, provided community amenity and functioned as a catalyst for further private investment into the area.

The administration have outlined the planning considerations and benefits associated with the Right of Way (RoW) closure and sale of the adjoining carbays to ARK in the Council Briefing session and their support for our proposal.

ARK Group have the passion, development experience, financial capacity and operational knowledge to deliver a high-quality community amenity, in the public interest.

Thank you for your time and consideration.

#### Bradley Woods of West Perth - Item 8.2

The Australian Hotels Association WA (AHA(WA)) supports the request from the Brisbane Hotel owners to close by acquisition and amalgamate the private right of way known as Lot 66 on Diagram 501; and excise and sell seven parking bays within the Brisbane Street car park for exclusive use by the Brisbane Hotel.

The AHA(WA) recognises that the acquisition and investment in the Brisbane Hotel from Queenrise Corporation Pty Ltd (ARK Group) this year is an exciting opportunity to provide expansion and upgrades to the well-loved venue.

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Approval of the acquisition request would facilitate the hotels desire to extend the courtyard space and allow for significant investment into the hotel to create a dynamic, multi-faceted hospitality experience that can cater for the community and families in the City of Vincent area.

Importantly, this will assist in enhancing a quality guest experience pre and post HBF Park events to cater for locals and tourists alike.

We have reviewed the content of the application and believe the approval will unlock the full potential of the proposed development providing scale and the ability to create a variety of hospitality experiences with an appropriate amount of back of house to support the operation.

We strongly recommend the Council make a favourable decision to support continued investment and expansion of the hotel by approving this development. We consider it will provide a much-needed enhancement to the hospitality offerings in the City of Vincent.

#### 4 DECLARATIONS OF INTEREST

Cr Suzanne Worner declared a financial interest in Item 7.5 Underground Power - North Perth Mount Hawthorn - service charges & Co-Funding agreement. The extent of her interest is that she owns property in the first underground power project area.

Cr Suzanne Worner declared a financial interest in Item 5.1 No. 10 (Lot: 2545; D/P: 143599) Farmer Street, North Perth - Alterations and Additions Recreation Facility (Woodville Reserve) (Unauthorised Existing Development) The extent of her interest is that her son is employed at the North Perth Bowling Club.

Cr Nicole Woolf declared an impartiality interest in Item 5.1 No. 10 (Lot: 2545; D/P: 143599) Farmer Street, North Perth - Alterations and Additions Recreation Facility (Woodville Reserve) (Unauthorised Existing Development) The extent of her interest is that she is a social member of the North Perth Bowling Club.

Cr Nicole Woolf declared an impartiality interest in Item 8.3 Information Bulletin. The extent of her interest is that she is a former member of the Stop the Station Community Group.

#### **REPORTS**

The Presiding Member, Mayor Alison Xamon, requested Council Members to indicate:

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
Cr Alexander	7.4
Cr Woolf	5.2 and 8.3
Cr Wallace	7.5
Cr Greer	6.1, 7.3 and 8.2

At 6.03pm A/Manager Development & Design left the meeting and did not return.

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#### **REPORTS WITH DISCUSSION**

#### 5.2 PUBLIC HEALTH PLAN (2020 - 2025) - ANNUAL REVIEW 4

Annual Review 4 - Public Health Plan - 2020-2025 Attachments:

#### **RECOMMENDATION:**

That Council NOTES the fourth annual review and progress towards the deliverables within the Public Health Plan 2020 - 2025, at Attachment 1.

#### CR WOOLF:

Additional info about next plan and any additional information regarding when that consultation will be and what form that will take.

#### MANAGER PUBLIC HEALTH & BUILT ENVIRONMENT:

Administration has commenced development on the next iteration of the City's Public Health Plan (2025-2030). Works are in their infancy and have been limited to engaging with internal business units and undertaking desktop research on the health profile of the Vincent community.

A draft engagement plan to support the development of the next Public Health Plan is intended to be discussed with Council at its October workshop.

Consultation is scheduled to commence in the new year and will be supported by a detailed communications plan. This plan will support engagement and ensure people know what it is about, understand the context of what they are being asked to consider, and are aware of opportunities to have their say. It is proposed engagement activities will include:

- Imagine Vincent online engagement platform.
- Face to face engagement.
- Online surveys.
- Activations at events and in Town Centres.
- Social media, media releases and news items.

At 6.05pm Manager Public Health & Built Environment left the meeting and did not return.

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### 6.1 LOFTUS RECREATION CENTRE - REVIEW OF ANNUAL LEASE PAYMENTS

Attachments: 1. Belgravia Financial Statements - FY2020/21 to FY2022/23 - Confidential

#### **RECOMMENDATION:**

#### That Council:

- 1. APPROVES a variation of lease with Belgravia Health & Leisure Group Pty Ltd (ACN 005 087 463) located at portion of Lot 501 (99) Loftus Street, Leederville as follows:
  - 1.1 Reduction of rent for FY2024/25 by 50% from 1 July 2024 to 30 June 2025 in the amount of \$94,143; and
  - 1.2 COVID-19 balance deferred rent repayments amounting to \$14,977.08 to be suspended until 30 June 2025; and
- Subject to satisfactory negotiations 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 GREER:

How was the decision made to close the creche?

#### MANAGER COMMUNITY FACILTIES:

The decision to close the crèche at Loftus was made by the Belgravia Management team and communicated to the City in March this year. This decision was driven by several factors, including a significant decline in usage and the desire to optimise the space for broader community benefit and financial return. To provide some context:

- Over the month prior to closure, only 20 individual parents used the crèche.
- While some families attended regularly (3+ days per week), others attended infrequently, with 2 of the 20 families only using the crèche once during the entire month.
- Even on the busiest days, the crèche accommodated just 8-10 children at a time, which was a low number compared to previous years.

After reviewing the data, the management determined that the potential loss in memberships, if all crecheusing members cancelled, was far outweighed by the savings in staffing costs. Furthermore, there was significant potential for repurposing the space to serve other community needs and user groups, providing greater overall benefit to the community and a positive financial return.

At 6.10pm Manager Community Facilities left the meeting and did not return.

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Item 8.4- Attachment 11

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# 7.3 INVESTMENT REPORT AS AT 31 AUGUST 2024

Attachments: 1. Investment Statistics as at 31 August 2024

**RECOMMENDATION:** 

That Council NOTES the Investment Statistics for the month ended 31 August 2024 as detailed in Attachment 1.

**NO QUESTIONS ON NOTICE** 

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#### **DRAFT STRETCH RECONCILIATION ACTION PLAN 2025-2027** 7.4

Attachments:

- Draft Stretch Reconciliation Action Plan Deliverables 2025-2027

2. Aboriginal and Torres Strait Islander Engagement Guidelines

#### **RECOMMENDATION:**

That Council APPROVES the proposed 'Stretch Reconciliation Action Plan 2025-2027' deliverables, at Attachment 1, for the purpose of community consultation.

#### CR ALEXANDER:

Who are the Elders? Can Administration provide a list?

#### **EXECUTIVE MANAGER COMMUNICATIONS AND ENGAGEMENT:**

The Vincent's Boordiya (Boss) Reference Group comprises the following Elders and Leaders:

- Uncle Ben Taylor
- Uncle Albert McNamara
- Aunty Irene McNamara
- Aunty Muriel Bowie
- Rodney Cox
- Cyril Yarran

Cheryl Martin and Rosemary Walley have also attended some of their meetings.

To date, the Boordiya Reference Group have provided input and advice towards the development of the draft Plan with input from the City's Internal RAP working group to ensure we have the organisational capacity and budget to deliver it.

It is now time to extend our consultation to other key stakeholders and the broader community.

Other stakeholders invited to provide input include the Whadjuk Aboriginal Corporation, the Noongar Chamber of Commerce, local community groups and businesses.

It is noted that we will increase Noongar language collection in the library, are there any comments on increasing the Noongar artwork in our art collection?

# **EXECUTIVE MANAGER COMMUNICATIONS AND ENGAGEMENT:**

The Place team are looking to commission a Public Art Opportunities Paper in 2025 to address a number of actions in the Arts Plan, including Action 2.4 which directly aligns with the Innovate RAP to commission a significant Noongar artwork in a prominent location. The paper will outline appropriate sites and provide a framework of cultural and curatorial themes.

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Item 8.4- Attachment 11

2.

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# 7.5 UNDERGROUND POWER - NORTH PERTH MOUNT HAWTHORN - SERVICE CHARGES & CO-FUNDING AGREEMENT

Attachments: 1. Co-Funding Agreement - North Perth/Mount Hawthorn - Confidential

Timeline of Communications - North Perth/Mount Hawthorn

#### **RECOMMENDATION:**

#### **That Council:**

- 1. AUTHORISES the Chief Executive Officer to execute on behalf of the City, the Co-Funding Agreement at Attachment 1 with Western Power to implement the North Perth/Mount Hawthorn Underground Power project as part of the Network Renewal Underground Power Program (NRUPP), which includes a commitment by the City to meet the cash call requirements detailed in the Agreement; and
- NOTES that the service charges below will be included in the schedule of fees and charges in the Annual Budget 2025/26:

A residential network charge of \$2,078.

A commercial network charge of \$305 per KVA

A connection charge of \$0-\$3,457, depending on the current connection arrangements; and

- 3. NOTES that the owners of properties in North Perth and Mount Hawthorn NRUPP to be given the option of upfront payment or annual instalments over a period of 4 years funded by either or a combination of 4-year fixed interest term loans borrowed from the WATC, the Underground Power Reserve and the Catalina Land Sales Reserve; and
- 4. NOTES that the 4 year instalment option will be available for up to an estimated maximum of 70% of ratepayers subject to the City's borrowing capacity and available funds in the Underground Power Reserve and Catalina Land Sales Reserve; and
- 5. NOTES that the costs to fund the 4 year instalment option will be funded by the ratepayers who take up this option.

At 6:09 pm, Cr Suzanne Worner left the meeting due to a previously declared financial interest.

# CR WALLACE:

How will the connection charges be applied? How will that be calculated, including case studies on what may result in a zero dollar charge, a charge halfway through the range and the full charge?

### A/EXECUTIVE DIRECTOR COMMUNITY & BUSINESS SERVICES:

**Service charge** = network charge + customer connection charge.

The Network charge is calculated differently for residential and commercial properties:

### Residential network charge = \$2,078

Flat fee paid by all residential property owners – reflects the average demand that a residential dwelling places on the network.

# Commercial network charge = load (KVA) x \$305

Variable fee reflecting the variable demand that different commercial operations place on the network.

The Connection charge is the cost of installing a new underground consumer mains cable from the property boundary to the property's main electricity meter.

# Full connection charge = \$3,457

Payable where a new consumer mains cable needs to be installed from the property boundary to a meter attached to the building.

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# 50% connection charge = \$1,728

Payable where a new consumer mains cable needs to be installed from the property boundary to a meter attached to a private pole located at or near the property boundary. In such circumstances, an underground consumer sub-main already connects the meter to the building.

# No connection charge = \$0

No charge is payable where there is an existing underground consumer mains cable and no new consumer mains cable is required.

<u>Part connection charge for multiple dwellings</u> = applicable connection charge divided by the number of dwellings supplied by the consumer main.

Payable where a single new underground consumer main supplies multiple dwellings within a property. Example:

 A multi-unit development containing ten dwellings receives a new underground mains cable to the main meter attached to the building and is subject to the full connection charge (\$3,457). The cost of that connection charge is divided by the number of dwellings (\$3,457 ÷ 10 = \$347.70 per dwelling).

At 6:12 pm, Cr Suzanne Worner returned to the meeting.

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- 8.2 ACQUISITION RIGHT OF WAY LOT 66 AND CONSIDERATION PRIVATE USE OF BRISBANE ST PARKING BAYS BY BRISBANE HOTEL
- Attachments:
- 1. Survey Plan Lot 66 on Diagram 501 & Lot 33 on Diagram 50121
- 2. Brisbane Hotel Draft Concept Plan

# **RECOMMENDATION:**

#### That Council:

- REQUESTS the Minister for Lands to acquire Lot 66 on Diagram 501, comprised in Certificate of Title Volume 2618 Folio 596 as shown in Attachment 1, as Crown land pursuant to section 52(1)(b) of the Land Administration Act 1997 (LAA) subject to the Chief Executive Officer:
  - 1.1 Providing public notice seeking submissions on the proposal to close by acquisition and amalgamate Lot 66 on Diagram 501 pursuant to section 52(1)(a) and section 87 of *Land Administration Act 1997* and Regulation 5 of *Land Administration Regulations 1998* into 292 Beaufort St, Perth (Lots 10-16 on Diagram 5740 & Lot 1 on Diagram 501); and
  - 1.2 Considering and responding to any submissions or objections received;
- 2. APPROVES the:
  - 2.1 excision and disposition of portion of Lot 33 on Diagram 50121 (Parking Bays Land) in accordance with the *Local Government Act 1995*; and
  - 2.2 sale process relating to the disposition of Parking Bays Land to commence simultaneous or after the amalgamation of ROW Lot 66 with Brisbane Hotel land;
- 3. DELEGATES BY ABSOLUTE MAJORITY to the Chief Executive Officer the authority to enter into a private treaty with Queenrise Corporation Pty Ltd (ARK Group) to:
  - 3.1 set the date for sale of the Land;
  - 3.2 provide local public notice;
  - 3.3 consider submissions;
  - 3.4 enter into private treaty negotiations;
  - 3.5 determining the sale price up to ten per cent (10%) variance on the market valuation; and
  - 3.6 conclude contract of sale with private treaty entity, and in this respect, determine and vary the settlement date and/or date of satisfaction of any conditions pursuant to the Contract of Sale between the City of Vincent and Queenrise Corporation Pty Ltd;
- 4. AUTHORISES that the proceeds from the sale of the Parking Bays Land be applied towards:

The Public Open Space Reserve for use on upgrade projects associated with Birdwood Square; and

- 5. In respect of Recommendation 2 AUTHORISES:
  - 5.1 the Mayor and Chief Executive Officer to affix the common seal and execute the Contract of Sale and Transfer of Land document; and
  - 5.2 all other documents necessary to give effect to Recommendation 2 be executed in accordance with the Execution of Documents Policy.

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#### CR CASTLE:

Could you amend the report so that the proceeds from sale be allocated to the Highgate area given that it could be 2 years or more before the funds could be received?

#### **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

Recommendation 4 and the report have been updated to refer to remove specific reference to Birdwood Square and instead reference the Highgate area.

#### CR ALEXANDER:

Could you provide updated parking statistics around the hotel peak period showing utilisation of car parking bays?

#### **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

Occupancy data - Brisbane St car park (Jan - Sept 2024)										
	6AM-9AM		9AM-12PM		12PM-3PM		3PM-6PM		6PM-Midnight	
	Trans %	Avg Stay	Trans %	Avg Stay	Trans %	Avg Stay	Trans %	Avg Stay	Trans %	Avg Stay
Sep-24	15		32		38		19		13	
Aug-24	15		46		43		33		19	
Jul-24	15		38		38		19		16	
Jun-24	10		28		30		24		20	
May-24	15		37		42		31		16	
Apr-24	11		34		44		26		19	
Mar-24	10		30		38		32		23	
Feb-24	10		37		42		42		44	
Jan-24	10		31		26		21		26	
Average	12		35		38		27		22	

The latest occupancy data for the carpark is from January to September 2024. The peak times can be seen as around 9am – 12pm and 12pm-3pm. On average during the peak times, the occupancy of the carpark is at approximately 36.5%.

#### CR WOOLF:

Could the language referring to the 'community courtyard' in the report to be updated to clarify whether this space is open to the public or within private property?

### **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

References in the report to 'Community courtyard' has been updated throughout to instead state 'private enclosed courtyard' with the intent that the courtyard will be within the hotel confines and not a public community open space.

#### CR GREER:

Are there other opportunities to consider creation of other POS in the areas of Mt Lawley and Perth which would benefit Highgate, Mt Lawley and Perth community?

# **EXECUTIVE MANAGER CORPORATE STRATEGY & GOVERNANCE:**

The Public Open Space (POS) Strategy notes that the suburb of Highgate has a low provision of Local POS and no provision for classifications above this (Neighbourhood, District & Regional). There is little opportunity to address these issues through actions such as the acquisition of land to increase the provision generally. Alternate mechanisms such as improving amenities, accessibility and functionality within existing POS would be most feasible and beneficial to the community.

Under the Key Action Table in the Public Open Space Strategy, it outlines Prepare and implement landscape plans, aligned with hierarchy / minimum levels of service that includes Jack Marks Reserve and Brigatti Gardens, which are local classification POS within the Highgate Suburb. The tasks for these actions note the replacement/improvement of dated infrastructure provisions at both sites (such as play spaces, seating and shade). While specifically tasking the potential for dog exercise infrastructure/management and addressing turf and drainage issues at Jack Marks Reserve.

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Also acknowledging that there are a number of significant POS provisions neighbouring the suburb and could be considered for future improvements through the utilisation of POS Reserve funding contributions in Highgate and bordering suburbs such as; Forrest Park, Hyde Park, Birdwood Square, Banks Reserve and Loton Park.

At 6.15pm Executive Manager Communications and Engagement left the meeting and did not return.

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#### 8.3 INFORMATION BULLETIN

#### Attachments:

- Statistics for Development Services Applications as at the end of September 2024
- 2. Register of Legal Action and Prosecutions Monthly Confidential
- 3. Register of State Administrative Tribunal (SAT) Appeals Progress Report as at 7 October 2024
- 4. Register of Applications Referred to the Metro Inner-North Joint Development Assessment Panel Current
- 5. Register of Applications Referred to the Design Review Panel Current
- 6. Quarterly Street Tree Removal Information
- 7. Register of Petitions Progress Report October 2024
- 8. Register of Notices of Motion Progress Report October 2024
- 9. Register of Reports to be Actioned Progress Report October 2024
- 10. Council Workshop Items since 27 August 2024
- 11. Council Briefing Notes 10 September 2024

#### **RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated October 2024.

#### **NO QUESTIONS ON NOTICE**

#### **ADDITIONAL INFORMATION:**

The SAT register has been updated in respect to appeals for No. 235 Brisbane Street, Perth and Nos. 41-43 Angove Street, North Perth.

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# **REPORTS WITH NO DISCUSSION**

5.1 NO. 10 (LOT: 2545; D/P: 143599) FARMER STREET, NORTH PERTH - ALTERATIONS AND ADDITIONS RECREATION FACILITY (WOODVILLE RESERVE) (UNAUTHORISED EXISTING DEVELOPMENT)

Ward: North

Attachments: 1. Location Map

2. Development Plans 🖫

3. Determination Advice Notes

#### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for Recreation Facility (Woodville Reserve) (Unauthorised Existing Development) at No. 10 (Lot: 2545; D/P: 143599) Farmer Street, North Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 3:

# 1. Development Plans

This approval is for Alterations and Additions to Recreation Facility (Woodville Reserve) (Unauthorised Existing Development), as shown on the approved plans dated 28 June 2024. No other development forms part of this approval.

#### **NO DISCUSSION**

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# 7.1 FINANCIAL STATEMENTS AS AT 31 AUGUST 2024

Attachments: 1. Financial Statements as at 31 August 2024

**RECOMMENDATION:** 

That Council RECEIVES the Financial Statements for the month ended 31 August 2024 as shown in Attachment 1.

NO DISCUSSION

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Item 8.4- Attachment 11

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#### AUTHORISATION OF EXPENDITURE FOR THE PERIOD 01 AUGUST 2024 TO 31 AUGUST 7.2

August 2024 - Payments by EFT and Payroll Attachments: 1.

- August 2024 Payments by Direct Debit August 2024 Payments by Cheques 2.
- 3.
- August 2024 Payments for Fuel Cards 4.

#### **RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 01 August 2024 to 31 August 2024 as detailed in Attachments 1, 2, 3 and 4 as summarised below:

\$5,746,235.24 EFT payments, including payroll Cheques \$483.48 Direct debits, including credit cards \$611,051.27

**Total payments for August 2024** \$6,357,769.99

# NO DISCUSSION

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# 8.1 LOCAL GOVERNMENT ELECTIONS - WALGA ADVOCACY POSITIONS

Attachments: Nil

#### RECOMMENDATION:

That Council recommends WALGA adopt the following Local Government Election Advocacy Positions:

#### 1. PARTICIPATION

(b) The sector supports compulsory voting at Local Governments elections.

# 2. TERMS OF OFFICE

(a) The sector continues to support four-year terms with a two year spill.

#### 3. VOTING METHODS

(b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for general elections.

#### 4. INTERNAL ELECTIONS

(b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for all internal elections.

#### 5. VOTING ACCESSIBLITY

The sector supports the option to hold general elections through:

- (a) Electronic voting; and/or
- (b) In-Person voting.

#### 6. METHOD OF ELECTION OF MAYOR

The sector supports:

(a) As per the current legislation with no change – Class 1 and 2 local governments directly elect the Mayor or President (election by electors method), with regulations preventing a change in this method.

# NO DISCUSSION

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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 6.23pm.

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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 CLOSED
NIL	

12 CLOSURE