



CITY OF VINCENT

AGENDA

Council Briefing

20 April 2021

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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PROCEDURE FOR PUBLIC QUESTION TIME

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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. Questions and statements can be made in person or by emailing governance@vincent.wa.gov.au with the questions prior to 3pm on the day of a Council Briefing or Meeting or prior to 10am on the day of a Committee Meeting. Please include your full name and suburb in your email.
2. Questions emailed will be read out by the CEO or his delegate during public question time if they relate to an item on the agenda. If they do not relate to an item on the agenda they will be answered outside of the meeting. Statements will not be read out.
3. 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).
4. 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.
5. 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.
6. 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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- All Council proceedings are recorded and livestreamed in accordance with the Council Proceedings – Recording and Web Streaming Policy.
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1 DECLARATION OF OPENING / ACKNOWLEDGEMENT OF COUNTRY

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

2 APOLOGIES / MEMBERS ON LEAVE OF ABSENCE

Nil

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

David MacLennan, CEO, declared an impartiality interest in item 7.1 Leederville Gardens Trust - COVID-19 Funding - Derbarl Yerrigan Health Service Aboriginal Corporation. The extent of his interest is that he is married to an employee at Derbarl Yerrigan Health Services. He has had no involvement in the preparation of this report, and will not remain in the Chamber while this item is discussed.

5 STRATEGY & DEVELOPMENT

5.1 DRAFT ROBERTSON PARK DEVELOPMENT PLAN

- Attachments:**
1. **Draft Robertson Park Development Plan** [↓](#) 
 2. **Communications Plan - Robertson Park** [↓](#) 

RECOMMENDATION:

That Council:

1. **APPROVES** the Draft Robertson Park Development Plan to be advertised for community consultation in accordance with the City's Policy No. 4.1.5 – Community Consultation; and
2. **NOTES** that the Draft Robertson Park Development Plan will be presented back to Council for endorsement following the Community Consultation.

PURPOSE OF REPORT:

To seek Council endorsement of the Draft Robertson Park Development Plan for the purpose of community consultation.

BACKGROUND:

Robertson Park comprises multiple individual lots owned freehold by the City of Vincent (City). These were Crown Land granted to the City of Perth in 1942 to be held "in trust for the purpose of recreation".

Robertson Park is classified as District Open Space in the City's Public Open Space Strategy (POS Strategy) whose purpose is to accommodate a variety of uses. Currently this includes a tennis centre, wetlands, Lee Hops Cottage, Halvorsen Hall, and an AIDS memorial. These assets facilitate recreational tennis, children's play, picnicking, dog exercise, social gatherings, and individual activities. It is a well-used park by the community with rich culture and history.

The public open space and its associated Archaeological sites are included in the Heritage Council of Western Australia's State Register of Heritage Places as Place Number 08705. The Place is also included in the City's Heritage List and Local Heritage Survey (Municipal Inventory) as Management Category A.

The City's POS Strategy, adopted by Council in December 2018, includes a key action to investigate and consider a Robertson Park Development Plan (Development Plan) in partnership with the State Government and Tennis West. The POS Strategy set out the following tasks:

- Consider community accessibility to high quality tennis court infrastructure;
- Retention and where possible improvement to existing tree canopy and shade; and
- Addressing Aboriginal and non-Aboriginal cultural history associated with the site.

At the Annual General Meeting of Electors on 29 January 2019, a motion was carried that the City initiate a Development Plan for Robertson Park. Following this, at the Ordinary Council Meeting on 5 March 2019, Council requested that the Chief Executive Officer consider timing and funding options for the proposed Development Plan within the City's Corporate Business Plan, Annual Budget, and Long Term Financial Plan.

On 12 November 2019, after the Tennis Seniors' Association of WA terminated its lease of the Robertson Park Tennis Centre, Council approved an Interim Management Arrangement (Agreement) with Tennis West. The Agreement is in place until 30 September 2021. The intent of the Agreement is to ensure tennis can continue on the site while the City assesses the condition of the site through the Development Plan.

On 15 September 2020 at its Ordinary Meeting, Council adopted the City of Vincent Corporate Business Plan 2020/21-2023/24. The Robertson Park Development Plan is included within the Corporate Business Plan Strategic Project Listing #17. The Development Plan is intended to outline the direction for improvements to Robertson Park and respond to community needs, maximise land use and improve community accessibility to recreation and leisure activities.

DETAILS:

The increasing density and population within the area emphasises the importance of our public open spaces such as Robertson Park to encourage recreation, social inclusion, and interaction. The park is a wonderful community asset which brings a host of physical and social benefits to both the local community and wider tennis community. Robertson Park will need to cater for a diverse and growing community in the future. There is a need to retain and improve the quality of open space in the local area and meet growing trends for flexible and informal recreational opportunities. It is important to recognise the site's rich heritage and history.

The clubrooms are reasonable and compliant to be leased in their current state. However, the 18 hard court surfaces are nearing end of life and are not compliant with current Tennis Australia standards.

The opportunity to attract a self-sustaining lease holder of the tennis assets that enables greater community use and access to the facility will be prioritised through the development plan. This future lease holder would proactively manage the venue, meet all the site's ongoing maintenance and renewal costs, and allow for tennis to continue, with additional community facilities to be provided in a financially viable model.

Following an analysis of Robertson Park, its facilities, and the current asset condition, the following key opportunities were identified:

- Rationalise the oversupply of tennis courts within the City;
- Address the poor condition of the tennis courts to attract long term self-sustainable tenant;
- Upgrade and enhance the parks amenities;
- Encourage a multi-use facility and additional sport and recreation opportunities;
- Increase the public open space; and
- Create additional tree canopy.

Initial Consultation

A key component of constructing the Development Plan is consultation to understand the local community's future needs for Robertson Park. Initial consultation was undertaken with three groups to understand their vision of the site: the Friends of Robertson Park, Tennis West, and Tennis Central. The initial consultation was undertaken via meetings with each group individually.

During the meetings, there were many positive comments recognising the importance of Robertson Park for community activities, exercise, families, dog walking, and being in a green environment. After meetings, it was evident the majority have a similar vision for the site. A summary of findings from the initial consultation is below:

- Retain the Tennis Centre and address the following:
 - Upgrade tennis courts;
 - City's need to rationalise 36 tennis courts. Minimum number of specific single use tennis courts required on site is 18, the ideal number of tennis courts on site is 20 – 22. All surfaces need to be hard acrylic;
 - New LED lighting is required;
 - Opportunity to incorporate multi-sport courts;
 - 3 multi-sport courts are required for a netball club to train;
 - New fencing and entrance is required; and
 - Desire to encourage community use and multi-use facilities.
- Enhance the rest of Robertson Park through addressing the following:
 - Lack of parking;
 - Opportunity for new enclosed dog exercise area;
 - Opportunity for new community garden;
 - Opportunity for new public toilet;
 - Opportunity for additional open space;
 - Need to retain existing tree canopy;
 - Opportunity to upgrade signage; and
 - Opportunity to upgrade playground.

Department of Planning, Lands and Heritage

The City has also been working closely with Department of Planning, Lands and Heritage to ensure the vision and proposed changes to the park is feasible from a heritage perspective. The City submitted a proposal to the Heritage Council for consideration and the proposal has been considered in the context of the identified cultural heritage significance of *Robertson Park & Archaeological Sites* and the following findings from Heritage Council has been received:

1. *Robertson Park & Archaeological Sites* has cultural heritage significance for its archaeological potential, its density and diversity of cultural features, and as a good example of a visually attractive urban park in the Inter-War City Beautiful style. It is valued by the Perth community as an important recreation area and community asset, including the tennis court complex that was established in the 1920s.
2. The proposal is for a Local Development Plan for *Robertson Park & Archaeological Sites*. The works are mainly confined to the tennis courts and associated facilities, which are located to the north of Robertson Park, and include new playing surfaces, removal of tennis shelters, community garden, new paving, trees and parking. Works south of the tennis courts include new toilets, upgrade to playground, and fenced dog area.
3. Overall the proposal will have a minimal impact to the cultural significance of *Robertson Park & Archaeological Sites*; however, the dog fence and the community garden area may have potential archaeological impact.

The Heritage Council provided the following comments to assist the City of Vincent in finalising the Robertson Park Development Plan:

1. The synthetic surface colour to the tennis courts is to be 'Medium Green' to minimise visual impact.
2. A photographic archival record according to the *Guide to Preparing an Archival Record* is to be undertaken of the tennis shelters prior to their removal.
3. An historical archaeologist is to be consulted regarding the potential impact to extant archaeological evidence, and mitigation strategies are to be put in place where appropriate.

Upon endorsement of the final Development Plan, the Proposal and Heritage Impact Statement submitted to Heritage Council will need to be updated and reissued to the Department of Planning, Lands and Heritage for their consideration. This step would also be repeated at the Detailed Design Stage.

Draft Development Plan

Using the findings from research, site analysis and the initial consultation, the City has considered a broad range of options, culminating in the draft Development Plan presented in **Attachment 1**. The following elements have been proposed:

- Reduce specific single use tennis courts from 36 to 20;
- Introduce 3 multi-sports courts to include netball and basketball. These could sit outside the Tennis Centre lease area and be managed by the City. Multi-sport courts could be available for hire through an online booking system. This would allow for greater community accessibility;
- Upgrade tennis courts to acrylic hard court surfaces to create an ideal surface for coaching, junior development, winter and/or evening use;
- Upgrade court LED lighting;
- Upgrade Tennis Centre fencing and entrance;
- Remove the nine (9) tennis shade huts to ensure the courts comply with guidelines to allow competitions to be played at Robertson Park. Removal of the huts is supported by the Heritage Council;
- New community garden;
- New enclosed dog exercise area;
- New public open space turf area;
- New footpath through turf area;
- Upgrade of Heritage Wetland Trail Signage and inclusion of an interpretive sign outlining the Tennis Centre changes over time;
- Upgrade of playground;

- New public toilet; and
- Additional parking.

CONSULTATION/ADVERTISING:

The City will now present the Development Plan and its objectives to the wider community for feedback. This consultation is outlined in **Attachment 2**. Community consultation is a key element to ensure the Development Plan reflects the current and future needs of the community. The community consultation will occur through May and June 2021.

LEGAL/POLICY:

- Policy No. 4.1.5 – Community Consultation; and
- Public Open Space Strategy.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse the Draft Development Plan for public consultation.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

*Our parks and reserves are maintained, enhanced and well utilised.
Our urban forest/canopy is maintained and increased.
We have improved resource efficiency and waste management.*

Connected Community

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

Thriving Places

Our physical assets are efficiently and effectively managed and maintained.

Sensitive Design

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

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.

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

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

The proposed budget is shown in the tables below. Those items highlighted grey are eligible for external funding application.

Planning Requirements

Item	Cost	Budget
Detailed design	\$140,000	Operating Budget
Section 18	\$60,000	Operating Budget
TOTAL	\$200,000	

Courts

Upgrade, Renew & New

Item	Cost	Asset Type	Budget
14 tennis court resurfacing	\$155,000	Renew	New budget
6 grass court conversion to hard courts	\$225,000	Upgrade	New budget
LED lighting upgrade	\$215,000	Upgrade	New budget
Fencing and entrance	\$150,000	Upgrade	Existing budget
Shade Hut removal	\$20,000	Removal	Existing budget
Footpath	\$30,000	Upgrade	Existing budget
Root barrier	\$8,000	New	Existing budget
3 multi-sports courts	\$70,000	Renew	New budget
LED lighting on multi-sports courts	\$30,000	Upgrade	New budget
TOTAL	\$903,000		

Public Open Space

Upgrade, Renew & New

Item	Cost	Asset Type	Budget
Public toilet	\$50,000	New	New budget
Playground upgrade	\$80,000	Renew	Existing budget
Heritage Wetland Trail Signage upgrade	\$15,000	Renew	Existing budget
Enclosed dog exercise area	\$40,000	New	Existing budget
Parking	\$120,000	New	New budget
Landscaping	\$130,000	New	Existing budget
Community garden	\$50,000	New	New budget
TOTAL	\$485,000		

The total project cost is currently estimated at \$1,588,000

The City will seek external funding opportunities where possible for relevant works from the following identified funding partners:

- Tennis Australia;
- Tennis West;
- Department of Local Government, Sport and Cultural Industries;
- Department of Planning, Lands and Heritage Council;
- Local Member for Perth; and
- Lotterywest.

COMMENTS:

Robertson Park is a vital community asset in providing sufficient community recreational and sporting opportunities. There is a need to retain and improve the quality of open space and sporting facilities in the local area to meet the growing community needs.

The next step in the project is to present the draft Development Plan and its objectives to the community for feedback and input into the plan to build on the initial key stakeholder consultation that has already been undertaken and considered in the draft Development Plan.

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DRAFT DEVELOPMENT PLAN FOR COMMUNITY CONSULTATION



TYPICAL EXAMPLE OF PROPOSED COMMUNITY GARDEN AREA



TYPICAL EXAMPLE OF PROPOSED INSTALLATION OF 'MODUS' TOILET



TYPICAL EXAMPLE OF PROPOSED 'FENCED' DOG EXERCISE AREA



TYPICAL EXAMPLE SYNTHETIC TENNIS COURTS



TYPICAL EXAMPLE MULTI SPORTS GROUND

CITY OF VINCENT
244 VINCENT STREET LEESBERRYVILLE, 6007
TECHNICAL SERVICES

DATE	BY	FOR	APPROVED



DATE	KYL	APPROVED
DATE	2021-04-20	
BY		
FOR		
BY		
FOR		

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PROPOSED 'PUBLIC OPEN SPACE (POS)' STRATEGY
ROBERTSON PARK
PERTH

TECHNICAL SERVICES
DRAWING NO
3579-LP-01
SHEET 1 OF 1, AD

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ROBERTSON PARK DEVELOPMENT PLAN

COMMUNICATIONS PLAN

1.1. Background

The City's Public Open Space Strategy (POS Strategy), adopted by Council in December 2018, includes a key action to investigate and consider a Robertson Park Development Plan (Development Plan) in partnership with the State Government and Tennis West. The POS Strategy set out the following tasks:

- Consider community accessibility to high quality tennis court infrastructure;
- Retention and where possible improvement to existing tree canopy and shade; and
- Addressing Aboriginal and non-Aboriginal cultural history associated with the site.

At the Annual General Meeting of Electors on 29 January 2019, a motion was carried that the City initiate a Development Plan for Robertson Park. Following this, at the Ordinary Council Meeting on 5 March 2019, Council subsequently requested that the Chief Executive Officer consider timing and funding options for the proposed Robertson Park Development Plan within the City's Corporate Business Plan, Annual Budget and Long Term Financial Plan.

1.2. Project Scope

The Robertson Park Development Plan responds to community needs, and aims to maximise land use and improve community accessibility to sport and recreation activities. The plan will ensure consistency with the key actions in the Public Open Space Strategy to guide future use.

1.3. Purpose of Engagement

The purpose of this engagement is to ensure community feedback has been heard, understood and reflected in the Development Plan. During consultation we want to:

- Generate community and stakeholder understanding of the project including the past, present and future project context;
- Clearly communicate the opportunities and constraints associated with the site;
- Raise awareness and understanding of the project including past, present and future project context and the opportunities and constraints;
- Gain a deeper understanding of community and stakeholder values, issues and opinions of the identified opportunities and constraints;
- Ensure clarity around any information sought from the community and stakeholders;
- Manage the community conversation as much as possible and be a source of truth;
- Appropriately address community and stakeholder questions and issues, and
- Ensure timely, accurate, consistent, and coordinated information to all stakeholders.

1.4. Stakeholders

Sector	Stakeholders
Community	City of Vincent ratepayers City of Vincent Elected Members All community members Friends of Robertson Park Tennis Central Community Members who register interest in the project Frequent park users Claisebrook Catchment Group Robertson Park Artists Studio
Government	Heritage Council of Western Australia Department of Planning Lands and Heritage Department of Local Government, Sport and Cultural Industries Member for Perth State Member for Perth
Industry	Tennis West
Media	Local Newspapers (Perth Voice, Guardian Express, Stirling Times, The Post, Western Suburbs Weekly) The Western Australia The Sunday Times All media

ROBERTSON PARK DEVELOPMENT PLAN COMMUNICATIONS PLAN

2.0 Communications Plan

Phases	Level of Participation	Engagement Method	Target	Deliverables / Explanation	Responsible Team	Support Team	Timeframe
Stage 1: Visioning							
	Collaborate	Workshop	Elected members	<ul style="list-style-type: none"> • Visioning 	Policy & Place	N/A	February 2020
	Collaborate	Meeting with individual groups	Key stakeholders: - Friends of Robertson Park - Tennis Central - Tennis West	<ul style="list-style-type: none"> • Seek interest • Understand feelings and opinions on the site • Understand how the site can be improved • How the site is used • What they'd like to see on site 	Policy & Place	N/A	March – Dec 2020
	Collaborate	Meetings + Emails + Heritage Council	Department of Planning, Lands and Heritage – State Heritage Office	<ul style="list-style-type: none"> • Understand site constraints 	Policy & Place	N/A	May 2020 – Dec 2020
Stage 2: Present findings from visioning phase							
	Involve	Workshop	Elected Members	<ul style="list-style-type: none"> • Present findings from stage 1 and draft plan • Gain feedback on draft plan • Gain support to move forward to community consultation 	Policy & Place	N/A	February 2021
	Involve	Workshop	Stakeholders: - Friends of Robertson Park - Tennis Central - Tennis West	<ul style="list-style-type: none"> • Present Draft Development Plan • Gain Feedback (this will include what have we missed in the Draft Development Plan and what do you like in the Development Plan) 	Policy & Place	Marketing	May 2021
	Involve	Website/Survey	- Community members - Park users - North Perth Dynamites Netball Club - Claisebrook Catchment Group -Robertson Park Artists Studio - Bottle Yard Apartment Residents -Nyoongar Patrol - Dog walkers	<ul style="list-style-type: none"> • Further understand people’s thoughts and feelings towards the site • Provide information • To understand opinion and perceptions of the Draft Development Plan • Understand if there are concerns that could be addressed 	Policy & Place	Marketing	May – June 2021
	Involve	Workshop	- Community members - Park users - North Perth Dynamites Netball Club	<ul style="list-style-type: none"> • Further understand people’s thoughts and feelings towards the site. • Provide information • To understand opinion and perceptions of the Draft Development Plan 	Policy & Place	Marketing	May 2021

Phases	Level of Participation	Engagement Method	Target	Deliverables / Explanation	Responsible Team	Support Team	Timeframe
			- Claisebrook Catchment Group -Robertson Park Artists Studio - Bottle Yard Apartment Residents -Nyoongar Patrol - Dog walkers	<ul style="list-style-type: none"> Understand if there are concerns of the Draft Development Plan that could be addressed 			
	Involve	Flyers/Letter drop	- Local businesses - Local residents - Handouts on site	<ul style="list-style-type: none"> Provide information Request people to participate in the survey 	Policy & Place	Marketing	May – June 2021
Stage 3: Present findings from Stage 2							
	Consult	Website/Survey	Community members who participated in stage 2, or if a group was not reached.	<ul style="list-style-type: none"> Consult to present the findings from stage 2, check that administration reflected the feedback provided 	Policy & Place	Marketing	June 2021
	Consult	Email	Community members who participated in stage 2, or if a group was not reached	<ul style="list-style-type: none"> Consult to present the findings from stage 2, check that administration reflected the feedback provided 	Policy & Place	Marketing	June 2021
	Collaborate	Meetings + Emails + Heritage Council	Department of Planning, Lands and Heritage – State Heritage Office	<ul style="list-style-type: none"> Present Draft Development Plan changes for approval 	Policy & Place	N/A	June – July 2021

5.2 COMMUNITY AND STAKEHOLDER ENGAGEMENT FRAMEWORK

- Attachments:**
1. **Consultant's Report** [↓](#) 
 2. **Draft Community and Stakeholder Engagement Strategy** [↓](#) 
 3. **Draft Community and Stakeholder Engagement Policy V2** [↓](#) 

RECOMMENDATION:

That Council:

1. **APPROVES** the proposed:
 - 1.1 **strategy 'Community and Stakeholder Engagement Strategy' at Attachment 2, for the purpose of advertising; and**
 - 1.2 **policy 'Community and Stakeholder Engagement Policy' at Attachment 3, for the purpose of advertising, which is proposed to replace the City's Policy No. 4.1.5 – 'Community Consultation' and Appendices 1 – 5;**
2. **AUTHORISES** the Chief Executive Officer to provide local notice of the proposed new strategy and policy in Recommendations 1 and 2 above and invite public comments for a period of at least 21 days; and
3. **NOTES** that at the conclusion of the public notice period any submissions received will be presented to Council for consideration.

PURPOSE OF REPORT:

To provide an overview of the Draft Community and Stakeholder Engagement Strategy and Policy, for Council endorsement for public consultation.

BACKGROUND:

The City's Policy No. 4.1.5 – Community Consultation was formally adopted by Council on 22 July 2014.

The City of Vincent Strategic Community Plan 2018 – 2028 (SCP) has prioritised the need to create a connected community that is diverse, welcoming and engaged. To achieve this, a project to prepare a Community Engagement Framework that guides how we speak with and listen to our community was included at #10 within the Strategic Project listing within the City's Corporate Business Plan 2020/21 – 2023/24 which was adopted by Council on 15 September 2020 at its Ordinary Meeting.

Workshops led by a consultant were held with Elected Members, Administration and community members from October to December 2020. The discussions within the community workshop largely informed the Strategy and the Policy. The focus questions and a summary of the responses is provided in the table below.

Focus Question	Community Response
What is the purpose of community engagement?	<ul style="list-style-type: none"> • To make informed decisions; • To hear and understand the community's feelings, experiences and aspirations; and • To be inclusive, build strong relationships, and create a sense of trust and ownership with the community.
What is the expected level of participation for each project type?	<p>The IAP2 Spectrum of Public Participation was accepted as a suitable method to guide engagement activities within the City.</p> <p>Quality engagement that considers the purpose of the engagement, target audience, and appropriate methods and timeframes was considered most important to ensure community members and stakeholders who wanted to participate would have the best opportunity to do so.</p>

Focus Question	Community Response
What would quality engagement look and feel like?	Community members identified that they would like: <ul style="list-style-type: none"> To feel heard; To be involved in the process and to know how participants input has influenced the decision; To be presented with accurate and transparent information; To feel confident engagement activities were reaching community members and stakeholders who were affected and/or interested; Engagement activities to be personalised where appropriate to do so; and Engagement activities to be accessible and information to be easy to find.
When and who should we engage with?	It was identified that engagement should occur when a project would impact the community or stakeholders and engagement activities should attempt to reach whoever would be impacted and/or interested. Over-consultation was identified as an area of concern however it was identified: <ul style="list-style-type: none"> There should always be some ability to give feedback; There should be the ability to find information on projects and knowledge that some change / activity is going to happen; and Timelines of projects should be provided and easily accessible.
When would engagement <u>not</u> be necessary?	<ul style="list-style-type: none"> Where prescribed by legislation; Where there is no ability to change or influence the decision; Where the information is highly sensitive; Where internal to the organisation (i.e. change to offices); and Where a rapid decision is required to be made.
What are the barriers to engagement?	The top three barriers to engagement included: <ul style="list-style-type: none"> Being busy; Perception that Council and administration do not listen; and No awareness of engagement and the perception that 'it's all ok'.
What are the most effective methods of consultation?	<ol style="list-style-type: none"> Email Social media Newspaper Website Letter Newsletter Personal contact <p>Email was by far the most preferred method of communication.</p>

The workshops identified the need for a framework that guides the way the City engages with its community. The framework is proposed to consist of a Community and Stakeholder Engagement Strategy (Strategy), a Community and Stakeholder Engagement Policy (Policy) and supporting guidelines. The City's consultant has identified key findings from the workshops, which have informed the Strategy and Policy. These findings are consolidated in the consultant's report, provided as **Attachment 1**.

DETAILS:

The draft Strategy provided as **Attachment 2** outlines the vision for community engagement and seeks to:

- Outline the principles that guide the way we will engage with our community and stakeholders;
- Provide context for why community engagement is important to us; and
- Provide an action plan to improve the way we engage and communicate with our community and stakeholders.

The draft Policy, provided as **Attachment 3**, is prepared under the *Local Government Act 1995* and will:

- Detail the City's commitment to effective and relevant community and stakeholder engagement;
- Detail the process for community and stakeholder engagement;
- Facilitate informed decision making;
- Improve information delivery and sharing; and

- Promote a consistent, inclusive, transparent and accessible approach to engagement.

A supporting toolkit comprising of templates and information sheets consistent with the Policy will be created for Administration to follow when conducting engagement campaigns.

CONSULTATION/ADVERTISING:

The Community Engagement Framework would be advertised for 21 days.

There are many projects that will require community engagement in May, presenting an opportunity for grouped consultation. The projects intended to be included in the group consultation are:

- Community and Stakeholder Engagement Framework
- Leederville Place Plan, Oval Master Plan and Activity Centre Plan
- Beaufort Street Place Plan
- Robertson Park Development Plan
- Norfolk Planning Precinct
- Smoke Free Town Centre Project
- Vibrant Spaces Policy
- Local Development Plan – No. 40 Frame Court

This initiative will raise community members' awareness of all the projects that are being advertised at the same time, and minimise engagement fatigue. Each project will continue to satisfy all individual requirements as well as include engagement activities that present all projects at once. A description of each of the engagement activities is provided below:

- Central EHQ page: This page will identify all projects that would be advertised as part of this grouped approach. A brief description of each project would be provided so that viewers could obtain a brief overview of information on each project. Each project would link to their own EHQ page.
- Individual project page: This page would include full information on the project and link to the project survey.
- Flyers: To list all projects being advertised and include a brief description. The flyers would be distributed to households within the City of Vincent. A copy of the flyer would also be emailed to the City's database of community groups, town teams and local businesses.
- Open house: An open house would be planned that provide opportunity for community members to drop in and ask questions on any of the projects being advertised.

Additional activities that could be included to increase awareness include full page newspaper adverts and eco-signs around Vincent.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse the draft Community and Stakeholder Engagement Strategy and Policy to be advertised for public consultation.

STRATEGIC IMPLICATIONS:

Connected Community

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

SUSTAINABILITY IMPLICATIONS:

Nil.

PUBLIC HEALTH IMPLICATIONS:

Nil.

FINANCIAL/BUDGET IMPLICATIONS:

Action item 2.1 of the Strategy recommends a training and development plan to be implemented to assist City staff and Elected Members in achieving the outcomes of the Strategy and Policy. Engagement Essentials training is recommended and costs \$594.00 for non-members and \$495.00 for members. The City is currently a member of the IAP2 association.

Additional budget would be required for each directorate to accommodate the training needs associated with implementing the Strategy and Policy.

COMMENTS:

Implementation of the Strategy would result in improved outcomes for the City and the Community through improved information sharing and strengthened relationships. It requires the City to evaluate the current practices, challenge the status quo and consider how the community can be better involved. The Policy supports the Strategy by including a detailed process that is based on best practice identified by the International Association of Public Participation.

Communication is a two-way process and application of both documents creates an understanding of when it is necessary and appropriate to engage with the community.

When related to a project, Administration would understand the background, the scope, and the purpose of the engagement. The community and stakeholders would then need to utilise the communication channels available and improved engagement opportunities to provide feedback and be involved. Lastly, all parties should regularly review and communicate on the effectiveness of the communication strategies to ensure continual improvement.

CITY OF VINCENT

COMMUNITY ENGAGEMENT STRATEGY
JANUARY 2021



ANTHONY HASLUCK
MANAGING DIRECTOR, CLARITY COMMUNICATIONS

Overview

Background

Clarity Communications was contracted in late October 2020 to provide advice and input in relation to how the City of Vincent ('the City') engages with its community to obtain input into council decision-making. The community engagement process is seen as being fundamental to the City's function and the responsibility it has to the community, as well as its success in delivering the commitments contained within the City's Strategic Community Plan 2018-2028.

History

The way the City currently communicates is guided by the City's Policy No. 4.1.5 – Community Consultation which was last reviewed in July 2014.

In the recent past, the City's Administration (via the establishment of a dedicated working group) conducted a review of the existing policy with the key findings and recommendations to be provided to Council. However, the working group was not able to establish the problem definition or potential solutions and the COVID pandemic further stalled the project.

Project Brief

In order to move the Community Engagement Project forwards, Clarity was engaged to undertake a series of workshops with three key stakeholder groups, namely Council, Administration and the Community.

The objective of these workshops being:

- To elicit the opinions, concerns, themes and attitudes towards current community engagement activities; and
- to establish what Council and Administration considers to be 'high quality engagement'
- To find common ground to enable the Administration to create a draft Community Engagement Strategy.

It is only once a level of understanding and agreement on the position of each of the stakeholder groups, in respect to the current state and the desired future state of community engagement at the City, that a pathway to improvement can begin.

The development of a robust and practical Community Engagement Strategy informed by the key stakeholders to which it applies will set the city up for success.

About this report

While originally referred to as the creation of a Community Engagement Framework, the Elected Members in their workshop were clear that the end result was the development of a strategic document. For this reason, the report refers instead to development of a Community Engagement Strategy.

The following report sets out:

- high-level findings from the three workshops;
- recommendations to assist the City in improving its community engagement activities; and
- the challenges which may need to be addressed.

Please note that the scope of this engagement did not include the development of the Community Engagement Strategy to be ultimately adopted by the City.

The Administration has responsibility for using this report to inform its thinking and development of a draft Community Engagement Strategy for presentation to Elected Members for further discussion.

At the relevant Officer's request, the raw data collected from each of these workshops was provided upon completion of each workshop session.

For this reason, this report is a high-level summary of all the workshop activities and notes.

Key Findings

1. All three stakeholder groups were in agreement that community engagement is important and should result in more informed and better decisions being made for the benefit of the community.

2. Both Administration and Councillors cited the lack of consistency and clear process across the organisation and within business units in respect to current community engagement practices.

3. To ensure support for an improved Community Engagement Strategy both Council and Administration need to be very clear on the purpose and benefits of each engagement undertaken by the City and be able to explain this to the community.

4. Community members support a wide range of community engagement activities as being an important process to create a better community, as long as the process is appropriate and they can see it has an influence on Elected Members decision-making.

5. All stakeholders agree and understand that there are nuances related to appropriate levels of engagement - depending on potential impact of decisions and projects, and the different stages of decision-making and project implementation. These nuances need to be addressed as far as possible in the strategic approach.

6. A key nuance is whether or an engagement on a project at the highest level, ie an item for the Strategic Community Plan (SCP) is then the end of that process, or whether there must be further engagement in the future as it may be some time (ie years) before the actual activity commences and the community may wish to discuss this again. It is possible therefore that a single item could go through multiple different engagements on the IAP2 Spectrum and this needs to be catered for.

7. All stakeholders are broadly in agreement that the IAP2 Spectrum of Public Participation is a suitable framework on which to base the City's approach to community engagement.

-
8. Council and Administration agree that there is the potential for the IAP2 Spectrum to provide an answer to many of the nuances as to how much engagement to undertake on key decisions and projects.
-
9. Community feedback includes some cynicism around engagement activities where it 'feels' or appears decisions have already been taken. The City needs to be very clear whether or not there is an opportunity to influence a decision when it promotes and undertakes an engagement opportunity.
-
10. There is concern that it is not clear that community feedback is considered in some decision-making or how it has been taken into account. There needs to be greater feedback and clarity that community input has been relevant and useful in Elected Members decision-making so community members who have participated feel both valued and have trust in future engagements.
-
11. All stakeholders were broadly in agreement that engagement processes should not create barriers to entry e.g., avoid holiday periods, council elections, religious celebrations etc and use a range of communication channels to reach a diverse audience within the City.
-
12. Administration and Elected Members both agree that there is a need for regular review of the Community Engagement Strategy (and the documents that make up all aspects of the Strategy) in line with the current four-year cycle for reviewing other key Council strategy documents.

Our Approach

Preferred Outcome

The workshop with Elected Members on 3 November confirmed the goals and outcomes they were hoping to achieve from the process, namely;

1. That the purpose and benefits of community engagement are clearly defined to ensure support for the development and implementation of an improved Community Engagement Strategy.
2. That an ongoing engagement process with the community is undertaken in order to inform and impact the Councillors decision making and influences product/service development accordingly; and
3. That the community feels listened to and knows that they have been heard by the Council.

Problem Definition

Problem definition was explored with the Elected Members highlighting their main concerns with community engagement under the following broad themes:

- There is a lack of trust by Elected Members in the community engagement activities undertaken by Administration, which impacts on the decision making by the Council;
- There is inconsistency in community engagement practices across directorates and projects at the City;
- There is concern that the City does not know what successful engagement looks like; and
- There is a lack of structure and vision associated with community engagement.

What's working well | What's not working?

To further explore the problem definition, Elected Members were asked to consider and articulate what's not working well with current community engagement activities and conversely what is working well.

Elected Members were most concerned with the following elements:

- Levels of participation;
- What the community is being asked/content of the engagements;
- The process being followed;

- Consistency of processes within engagements and across different directorates;
- Relevance of the community engagements; and
- Understanding the barriers to entry and why community members and stakeholders might not participate.

Elected Members were supportive of:

- The use of social media and digital platforms in the engagement process for those residents online;
- Re-establishing the Advisory groups; and
- The connections and partnerships formed to date (e.g., Town teams)

Administration expressed similar concerns about the Community Engagement Framework, including:

- Inconsistency in:
 - Application of policy both within and across directorates;
 - Expectations of the Council;
- Over consultation with community members and stakeholders; and
- Feedback loop not being closed with participants.

Administration were supportive of:

- The use of social media and digital platforms in the engagement process for those residents online;
- The desire for the City to engage well.

Purpose

The Elected Members were interested in finding out from the community members what they believed should be the purpose of the City's engagement activities.

The top three reasons identified by community members for undertaking engagement activities broadly align with the views of Elected Members and Administration, namely to:

- Assist the Elected Members and Administration make informed decisions;
- Ensure the community's feelings, experiences and aspirations are known and heard; and
- Be inclusive, build strong relationships between Council and community, and create trust and ownership within the community.

The range of community responses included:

- To hear how the community feels about issues that could affect them;
- Making the most appropriate decisions to suit the community not the Administration;

- To be sure decisions and actions of the Council are consistent with community aspirations;
- Making the best decisions for the community as all information will be known;
- To make better informed and relevant decisions on issues that affect the community;
- To get the best outcomes that take into account the impacts a decision will have on individuals/community by listening to everybody, not just the ones that are loud and opinionated (silent majority);
- Increasing the efficiency of Administration;
- To allow community members to be involved in the shaping of the city. This is important for reasons of liveability.

It appears clear from the community responses that there is genuine interest in experiencing engagement activities that directly assist Council decision-making.

However, there was also considerable comment that despite making contributions to engagement activities, there was not enough information from the City as to how participation had assisted or influenced Council decision-making.

Other considerations

Quality of Engagement

Elected Members expressed the view that they consider 'quality' community engagement' to include the following elements and that the Community Engagement Strategy must address these points:

- **Representation** – diversity of stakeholders
- **Participation** – appropriate to the issue, agreed in advance and different methodologies employed
- **Clarity**– issues framed and articulated correctly and so they are understood
- **Timeliness** – opportunity for people to participate
- **Resourcing** – appropriate to the engagement and sufficient to deliver a quality experience and outcome.

Elected Members opinions on 'quality' engagement are noted below:

- Meaningful i.e., relevant to decision making, allowing participants to feel that their feedback is heard.
- Quality is not equal to quantity
- Setting agreed parameters on engagement
- Asking the right questions in consultation
- Accuracy of information to enable participants to give an informed opinion
- Are they being given enough time to provide feedback?
- Understanding community sensitivity of the impact the issue may have
- Appropriate tone of voice used in engagement – authenticity and aligned to the City of Vincent brand.

Resourcing

Participants in all three workshops appear to have realistic expectations in respect to the level of participation desired and the quantum of resources (monetary and personnel) need to be realistically balanced in line with available budgets.

Sentiment among the stakeholder groups acknowledges that a level of investment will need to be made in order to achieve the desired participation and engagement levels.

There is an appreciation of the fact that some engagements require far more extensive time and resources than others.

IAP2 Spectrum of Public Participation as foundation process for community engagement

The IAP2 Spectrum was discussed as the potential foundation process for the Community Engagement Framework and associated decision-making.

The City already uses elements of the IAP2 Spectrum, and some Administration staff are trained in its use.

Councillors were in agreement that utilising the IAP2 Spectrum as the foundation process to inform the City’s Community Engagement Framework would be beneficial.

The IAP2 Spectrum was designed to assist with the selection of the level of participation that defines the public’s role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

IAP2 Spectrum of Public Participation



IAP2’s Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public’s role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION					
	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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Councillors identified that all engagements should ideally fit into a relevant part of the IAP2 Spectrum based on an approved process for allocating issues and projects correctly.

The majority of Councillors indicated the following requirements:

- Low Engagement – Consult
- Medium Engagement – Involve
- High Engagement – Collaborate

Elected Members considered the list of engagement areas in Appendix 2 of Policy No.4.1.5 – General Consultation and made the following additions/subtractions.

They also indicated that a risk/impact filter could be applied to each of these items to help determine which part of the IAP2 Spectrum they should sit in.

- Annual Budget
- Community Needs survey
- Community Satisfaction Survey
- ~~Council Newsletter~~
- ~~Job Vacancies~~
- Local Area Traffic Management scheme – Proposal to Conduct
- Major Town Planning Proposals/studies
- Major Road Proposals
- Major Reserve Development Proposals
- Parking Restrictions
- Parks and Reserves Upgrades and Enhancements
- Policies – New and significant amendments
- Roadworks/Footpath Upgrades/Approved Infrastructure Improvements
- Streetscape Enhancement Scheme
- Underground Power Scheme – Proposal
- Development Applications – Uses and Demolition
- Development Applications – Residential Development
- Development Applications – Non-Residential and Mixed-Use Development
- Strategic Planning and Heritage Management

New Additions for Engagement

- Municipal services
- Behaviour and Regulation change
- Red tape reduction
- Statutory development
- Strategies and policies
- Capital works delivery
- Events and activations
- Masterplans and development plans
- Changes to council processes that affects residents/public – e.g., e-permits, FOGO

- Changes to service delivery
- Doorstep changes
- Land transactions and divestments
- Financials – Expenditure, budget, long term financial outlook
- Customer service
- Community satisfaction

Administration was presented with the Elected Members views regarding the IAP2 Spectrum. There appeared to be broad agreement that it could be possible to design and develop a Community Engagement Strategy that allocates engagements according to the spectrum rather than a 'one-size fits all' approach.

In the Appendix attached Administration gave more detailed consideration to what typical past and present projects may sit at different points of the IAP2 Spectrum.

Investment and ongoing training in IAP2 methodology was acknowledged by the council as a necessary ongoing activity and cost if this approach is adopted for the Community Engagement Framework.

Where no engagement required

While the community members did not speak with a single voice, the following activities were seen as not requiring community engagement:

- Where a decision is effectively determined by legislation, ie health and safety items;
- Where there is no ability for the community to change or influence the decision (though this may need to be explained);
- If the information or decision is highly sensitive or commercially sensitive at that point in time;
- Where it is purely internal to the Administration, ie office changes;
- Where a rapid decision is required to protect people or the environment; and
- Where an activity is a small part of a larger project and has low impact.

Review Community Engagement Framework

Review Frequency

Elected Members sought a regular review of all elements of the Community Engagement Framework (noting that the current Policy dates from July 2014).

It is proposed that a major review of the Community Engagement Strategy and its documents should occur every 4 years to align with Council's approach to key strategic documents.

It was proposed that this review should take place in an alternate year to the Strategic Community Plan to enable one strategy to inform the others.

Other elements of a structured review process should include:

- An interim review and update every 2 years of the technical documents, templates etc. associated with community engagement
- Reporting to council on agreed Community Engagement KPIs each year

This structured review approach will ensure that documents will remain relevant and appropriate to evolving engagement practices and changing community needs. It will also ensure performance measures can be tracked over time.

Elements to be considered in future full and interim reviews were as follows:

- Technology changes
- Composition of engagement panels
- Feedback from previous period
- Analysis of complaints
- Budget consequences
- Outsourcing/suppliers
- Skills/expertise required

Structure

Elected Members identified their preference for a tiered structure of documents that reflect other similar Council strategies, namely:

- Strategy – high level vision and why?
 - Implementation plan
 - Very high level KPI's
- Policy – Guide to decision making/rules of play
 - Tells us how we need to do it
 - What needs to be approved/discretionary items
 - When approval needs to be sought from Council (escalation process)
- Procedures – What to do
 - Templates/processes
 - KPI's

Elected Members also identified that there should be connections to other relevant documents like the Strategic Community Plan.

Administration agreed that the strategy structure should be similar to other City strategy documents.

Improving barriers to engagement

It is important to note that many barriers to engagement are for reasons specific to individuals, such as areas of interest, busyness of work and home life etc. There was acknowledgement that there are also different stages of life where there is more time to be involved in community engagement activities.

Essentially the community acknowledges there are challenges for the Administration in getting some residents involved in engagement activities.

Asked to identify the likely top 4 barriers to engagement, the community listed:

- Being busy;
- Perception that the City does not listen to feedback or take it into account in decision-making;
- Low awareness of individual engagement activities; and
- A feeling that everything is OK.

Realistically, an improved Community Engagement Strategy can address each of these broad issues by:

- Ensuring it is easy to give feedback across multiple different channels;
- Communicating more clearly precisely how community feedback has informed key decisions;
- Promoting engagement activities as broadly as possible (in the context of budgets and resources) and continual improvement in targeting of relevant individuals and groups to participate in engagement activities; and
- Promotion of key issues and activities with the City to improve lifestyle for residents.

As overarching feedback, advice from community members was that building strong relationships between Officers and community members and local organisations lowers barriers to engagement.

Communication Principles

Community participants outlined a broad group of principles for approaching communication to support engagement with the community. These included:

- While not every activity of Council needs to have engagement, there must always be an opportunity and process to give feedback
- There should be appropriate advance warning of any 'change' activities within the City, ie services
- The community should always have the ability to easily find and access information on projects
- Timelines for projects should be available and easily accessible

- Information published should be transparent (with a suggestion that even 'track changes' are visible to the community).

Communication Channels

To assist Administration to refine its communications process for engagement and feedback, community members identified the following channels as the most important:

1. Email
2. Social Media
3. Newspaper
4. Website
5. Letter
6. Newsletter
7. Personal contact

Email was by far the most preferred method of communications.

Community Improvement Ideas

A list of improvement ideas suggested by community members included:

- More signage at project locations promoting engagement;
- Use of QR codes at locations to promote engagement or update information
- A website dashboard allowing simple view of forthcoming projects / engagements;
- Greater promotion of engagements via organisations such as peak bodies, schools, Town Teams;
- Emails direct from Administration staff to individuals who they know are relevant or interested in engagements to encourage participation;
- A program to build communities of interest to ensure there are always sizeable groups of individuals to consult with on issues, ie bike paths; and
- Ensure that engagement contributions can be made verbally, in written form and are accessible (through design, language and channel) to everyone in the community.

Challenges

All three groups appear to believe that there is an opportunity for the IAP2 Spectrum to provide a foundation structure for the City's Community Engagement Strategy.

However, a number of potential challenges have been identified that could impact on this approach.

It is these challenges that the Administration must seek to resolve in order to prepare and present a draft Community Engagement Framework to Council.

The potential challenges include;

- Classification of projects/activities under the IAP2 spectrum can be quite subjective in nature – see the Appendix attached for differing views on where projects may be allocated on the Spectrum.
- There may be regularly changing engagement levels required over the duration of a single project – especially those that occur over an extended period of time (e.g., large capital works). This means the Strategy must take into account the potential for multiple types of consultation on the IAP2 Spectrum for a single project.
- In-house skills and training around neutral survey design (no leading questions) are required in order to build trust in both the process and results.
- Identifying and agreeing in advance appropriate participation rates for engagement activities that allow for confident decision-making by Councillors and the City. This includes identifying the preferred number of people involved, an appropriate diversity of participation, level of response desired etc. All three groups appreciated that some engagements may have small stakeholder groups that could require a high percentage of participation, while large groups of stakeholders may mean a lower percentage of participation.
- What is the approach to decisions and projects that the community has previously engaged on. For example, items in the Strategic Community Plan should have already been consulted on, and as a result there is an argument that the engagement level required will only be *Inform*. However, some of the implementation of items in Plan may have such significant impact that it requires an engagement level of Consult or Involve.
- Establishing whether an engagement activity can be in multiple IAP2 Spectrum columns at the same time because of its scale and issues such as project elements in different geographic locations or impacting different stakeholders.

- Deciding whether an engagement activity in the implementation phase of a project can only be Inform because a decision has already been made, or whether other parts of the IAP2 Spectrum are also appropriate.
- Who has the final say on which part of the IAP2 Spectrum an engagement activity should sit in/ What is Council role in this decision?
- Ensuring that the Community Engagement Strategy considers the role of partners/collaborators in community engagement activities e.g. Town Teams
- The Community Engagement Strategy methodologies will need to be recognised and incorporate the ability to undertake different forms of engagement, eg technology / data led vs behavioural / attitudinal
- The communications process (internal and external) outlined within the Community Engagement Strategy will be critical to: ensuring appropriate participation; explaining the purpose and process; and closing the feedback loop with participants and other stakeholders to demonstrate how the engagement has informed Council decision-making.
- How much power/influence is given to the community will need to be considered, especially for projects/activities that fall into the collaborate level of participation.
- Transparency of information and feedback for participants is increasingly important as you move along the IAP2 Spectrum from *Inform* to *Collaborate*. Any communications process must recognise and address this issue as it is critical to building trust in the Strategy and Council engagements.
- The impact of external regulations, e.g., OH&S will need to be taken into account.
- The composition of Advisory groups needs to be considered so that the group members are diverse and provide a balance of representation from the community.
- Performance measures and benchmarking over time will need to be agreed upon by Elected Members and Administration.
- Centralisation of engagement tracking data for each project should be considered.

Conclusion

This report summarises the key learnings from three group workshops and identifies where there was common ground and viewpoints to help inform the Administration's work to create a draft Communications Engagement Strategy.

The Administration now has this report and the original notes from the workshop to progress its work.



Administration Response to IAP2 Spectrum of Public Participation



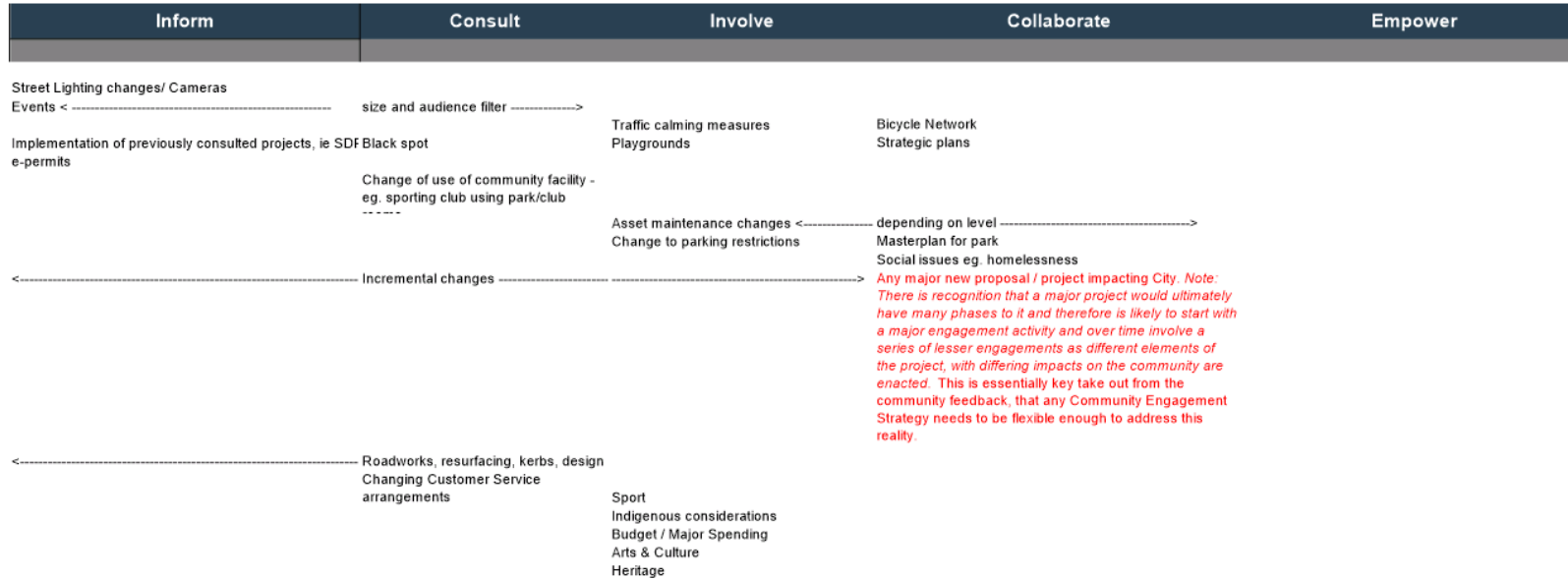
Inform	Consult	Involve	Collaborate	Empower
Budget Participation Phase 2 (Implementation/works) - Road resurfacing - Black Spots (road safety) - Building maintenance - Minor parking changes - Beatty Park maintenance and changes	Strategic Planning Phase 2 - Seek feedback on document developed from phase 1 (i.e. this is what we heard) - Policy review (i.e. Short Term Accommodation, minor amendment to Built Form Policy) - Implementation of action items created within Phase 1 documents i.e.: -- implementation of Open Space Strategy; -- implementation of Bike Network Plan, Way Finding Strategy, parking restrictions, 40km speed limit and bicycle network changes from Accessible City Strategy, -- Smoke Free Town Centres from Public Health Plan	Strategic Planning Documents Phase 1 (Visioning) - Local Planning Policies (inc. major amendments i.e. Built Form Policy ESD requirements) - Strategic documents (i.e. Accessible City Strategy, Leederville Oval Masterplan, Asset Management and Strategy, Safer Vincent Plan, Public Health Plan, Waste Strategy)	Advisory Groups - specifically look at options, strategy	Street naming for new streets
E-permits (but consult on implementation process) FOGO Commercial waste New process for building permit applications Christmas decorations Development Applications (notify of changes/determination) Minor SCP items (decision already made)	Parking - data driven insights Major Event Phase 2 (Post event analysis) Popup Play (parkour) Moving the location of customer service Street/verge trees Beatty Park upgrades (tiles, slides) Demolition of council assets Building permits (consult with applicants only on departures to requirements) Development Applications Phase 1 (departures to statutory framework)	Major Event Phase 1 (Planning) Budget Participation Phase 1 (Planning) Playground replacement Bulk waste collection	Master planning and design - Banks reserve Strategic Community Plan (SCP) SCP Major Review Place plans	



Community Response to IAP2 Spectrum of Public Participation



CITY OF VINCENT



COMMUNITY AND STAKEHOLDER ENGAGEMENT STRATEGY

OUR VISION:

TO BE A CONNECTED AND ENGAGED COMMUNITY THROUGH GREATER PARTICIPATION IN DECISION MAKING.

(CITY OF VINCENT STRATEGIC COMMUNITY PLAN 2018 – 2028)

This vision will be achieved through application of the guiding principles, completion of the action items identified within the Strategy, and through our commitment to continually learn from our experiences and improve our practices.

INTRODUCTION

The City of Vincent (the City) is committed to continuously improving the way we engage with our community and stakeholders and providing the greatest opportunity available for our community to be involved in our decision-making process. Community and stakeholder engagement are invaluable in its ability to enhance Council's capacity to make well-informed and sustainable decisions.

Under the Local Government Act 1995, every Local Government in Western Australia must develop a Strategic Community Plan (SCP), as part of an Integrated Planning and Reporting Framework. The SCP represents the community's long-term vision, values, aspirations, and priorities and what the City will do to help achieve them. This Strategy aims to support the SCP by becoming a connected and engaged community through meaningful and smarter community engagement activities.

HIERARCHY OF STRATEGIES



The SCP 2018 – 2028 was informed by the *Imagine Vincent* campaign and has been the City's biggest ever community engagement initiative. The campaign asked the community what was important to them before starting the consultation and then it took consultation to places people actually wanted to go. This process included focused meetings, community conversations, social and traditional media, quick polls, surveys, on-going pop-up meetings (at the footy, coffee shops, bars, pubs and schools), direct contacts, and creation and use of a Community Engagement Panel.

The City of Vincent and the *Imagine Vincent* campaign was recognised and awarded the *2018 International Association Public Participation (IAP2) Australasia Core Values Award for Community Development*. The *Imagine Vincent* campaign highlighted the importance of connecting with and involving the community wherever possible. This means rethinking

COMMUNITY AND STAKEHOLDER ENGAGEMENT STRATEGY

about the way we engage, looking for new ways to remove barriers and being as accessible as possible.

The Community and Stakeholder Engagement Strategy (Strategy) and the Community and Stakeholder Engagement Policy (Policy) are designed to guide the way the City engages with its community and stakeholders to ensure that the community's sentiments and aspirations are continually represented and help to inform the decisions made.

The Strategy is supported by the Community and Stakeholder Engagement Policy. The Policy considers the guiding principles identified below and details the process for developing community engagement activities. The Strategy and Policy will be used as the platform to guide and foster a commitment to working together so decisions are evidence-based and reflect the views of the people of Vincent.

WHO WILL USE THE STRATEGY?

The Strategy will be used by the City's Administration staff, Mayor and Elected Members, and will be available to the community for transparency and shared responsibility.

The Strategy will be continually reviewed and updated to ensure it reflects the City and community's sentiments in relation to community engagement practices. A minor and major review of the strategy will be undertaken every two and four years, respectively.

GUIDING PRINCIPLES

Public participation practices will be guided by the following principles. These principles have been developed from engagement with the Elected Members, administration and community members and are based on the IAP2 Core Values.

Make robust decisions that are supported by evidence, aligned with strategic direction, and based on the needs and interest of everyone involved.

Hearing and understanding what is important to the community is essential in making robust decisions. The community are most affected by decisions made, highlighting the need to listen to and understand their opinions and experiences.

Before a decision is made, decisions makers should feel confident they have access to all relevant information, including but not limited to technical information, evidence, existing strategic direction and community sentiments. This information will allow evidence-based decisions to be made that reflect the needs and interests of everyone (the community, stakeholders, and the City) involved.

The ability to make robust decisions will ensure the City is accountable to its decisions and can easily explain the reasons behind them.

Hear and understand our community.

COMMUNITY AND STAKEHOLDER ENGAGEMENT STRATEGY

Communication is a core function of what we do and is vital to the success of delivering our services. Effective communication will ensure that the community have an opportunity to be involved, to be heard, and to be understood. No matter who makes the first contact, we will take the time to hear and understand what our community has to say and use this information to create action or inform our decisions.

Hearing and understanding what is important to our community also helps us to advocate for the community when the City is not the decision maker.

Meaningfully include the community in the decision-making process.

Involving the community as early as possible maximises their ability to influence decisions that affect them and helps to make better informed decisions, for the greater good of the community. It also creates a sense of ownership and belonging for the community.

We will understand who should be involved and engage them as early as possible, ensuring they are aware of the strategic intent of the project. Participants will be aware of how their influence aligns with the IAP2 Spectrum of Public Participation, how their participation will influence the outcomes of the subject project, and any future projects or outcomes that may be delivered thereafter. The engagement activities will be targeted and inclusive to encourage both widespread, but specific participation. For example, when a project will have a greater impact on the community, engagement activities will be designed to provide opportunity for maximum participation by removing as many barriers as possible. We will also be cognisant of engagement fatigue and seek opportunities for joint engagement activities or designing activities that are targeted to those who are interested or affected. In each situation when we receive feedback, we will actively listen to what is being said.

Engage in a way that facilitates the involvement of impacted communities.

We know that different methods of engagement will reach different people and groups within our community. Through careful consideration of the engagement methods we use, we will make ourselves easily accessible to all members of the community who would like to connect with us. This includes identifying who might be hard to reach and understanding lifestyle constraints. We can then take action to remove barriers and plan engagement activities that are location based and allow the City to personally connect with the community.

Projects will be planned and aligned with the IAP2 Spectrum of Public Participation. This will increase the community's ability to be involved early and have ability to influence the direction and outcome of the project. Engagement activities will include the information needed so those who want to, can participate in a meaningful way. The information that is shared will be relevant, accurate and transparent. Everyone involved will understand what is being discussed, why it is important and what we can do about it. As a result, we will have mutually respectful dialogue and work together to achieve the best possible outcome.

Communicate before, during and after a decision is made.

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We manage many different projects and programs and deliver a large range of services to our community every day. All the projects, programs and services are aligned to the priorities in the Strategic Community Plan. We will work to ensure that community members are aware of any projects or works which may be of interest or affect them directly.

Different engagement methods will be used depending on the stage of the project and the purpose of the engagement activity. For example, a new project that has maximum level of influence available may use engagement methods that encourage comprehensive and open dialogue to seek solutions. As the project progresses, engagement methods may become more specific and seek direct feedback using surveys or written feedback.

No matter the stage of a project, engagement activities will occur as necessary to ensure the community is informed of how the project is progressing, how they can participate and how their input will be used. Lastly, when a decision is made the community will have access to the decision and the reasons for it. Those who provided feedback will be informed of how their input was considered as part of the decision-making process.

VINCENT AT A GLANCE

Age (ABS 2016)	Diversity (ABS 2016)
<ul style="list-style-type: none"> Vincent has a lower proportion of young people, being 13% who are 0 – 14 years old and 10% who are 15 – 24 years old, compared to Greater Perth which has 19% and 13%, respectively. The largest proportion (39%) of Vincent's population is aged 25 – 44 years old. This age range makes up 30% of the Greater Perth population. Vincent has a greater proportion of persons aged 65+, being 17% of the population compared to 14% of Greater Perth. <p><i>Because of our broad range of ages, we will provide a range of ways for people to engage with the City.</i></p>	<p>3.9% of the population within the City of Vincent and Greater Perth require assistance for core activities.</p> <p><i>To ensure that everyone can engage with us and participate in the decision-making process, engagement activities should be as accessible and inclusive as possible.</i></p> <p>When compared to Greater Perth (2%), the City of Vincent (0.9%) has a slightly lower proportion of persons who are Aboriginal or Torres Strait Islanders.</p> <p><i>The City of Vincent acknowledges the traditional lands of the Whadjuk Noongar people. We will strengthen our relationship with persons who are Aboriginal or Torres Strait Islanders by continuing to have conversations and seeking input from the Whadjuk Working Group.</i></p>
Education (ABS 2016)	Languages other than English (ABS 2016)
<p>Vincent has 40.8% of people with a bachelor's degree or above, compared to 22.9% in Greater Perth.</p>	<p>25.9% of the households in Vincent speak a language other than English. Other languages spoken includes, but is not limited to Italian, Mandarin, Vietnamese, Cantonese and Spanish.</p>

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<p><i>Although Vincent has a highly educated community, engagement activities should be designed so that everyone can participate if they want to.</i></p>	<p>Of those who speak a language other than English, 18.2% speak English well or very well and 3.7% do not speak English well or not at all.</p> <p><i>Plain English will be used and translation services will be available so that everyone can understand what is being said.</i></p>
<p>Employment Status (ABS 2016)</p> <p>Of the people living in Vincent who are employed, 61.5% work full-time and 31% work part-time.</p> <p>LINK WITH FAMILY COMPOSITION IN DESIGNED DOCUMENT.</p>	<p>Unpaid Work (ABS 2016)</p> <p>Vincent has a large population that undertakes unpaid work, being:</p> <ul style="list-style-type: none"> • 21.6% of the population have reported doing some form of voluntary work; • 8.5% of the population provided unpaid assistance to a person with a disability, long term illness or old aged persons; and • 21.7% of people aged 15+ provided unpaid care to children. <p><i>The City of Vincent acknowledges and values unpaid work that supports home and community life. Understanding our community's commitments will help to plan suitable engagement activities around the needs of the community members.</i></p>
<p>Family composition (ABS 2016)</p> <p>Within Vincent, 48% of households are made up of a couple family without children and 49.4% of households include children.</p> <p><i>Lifestyle constraints often affect people's ability to participate in engagement activities. Understanding typical lifestyles will help to plan suitable engagement activities around the needs of the community members.</i></p>	<p>Dwelling Types: (ABS 2016)</p> <p>Vincent has a higher proportion of flats or apartments (26.6%) and lower proportion of separate houses (51.2%), compared to Greater Perth which comprises 6.6% flats or apartments and 76.9% separate houses.</p> <p><i>Vincent is more densely populated than Greater Perth. Engagement activities should be targeted, but accessible. Opportunities to minimise engagement fatigue should also be investigated.</i></p>
<p>Preferred methods of engagement (City of Vincent Community Workshop, 2020)</p> <p>Community members have identified the preferred methods of engagement include email, social media, local newspaper, website, letters, newsletters and personal contact (City of Vincent Community Workshop, 2020).</p> <p><i>These preferred methods will be considered when selecting appropriate engagement activities to suit the needs of the project.</i></p>	
<p>Our Stakeholders</p> <ul style="list-style-type: none"> • Community members - residents, rate payers, customers, visitors • Businesses - local businesses, suppliers, contractors, service providers 	

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- Government – other LG's, state government
- Industry associations and peak bodies – i.e. Western Australian Local Government Association
- Community interest groups – Town teams, community partnership groups, sporting associations, schools
- Inclusion groups – people with disabilities, culturally and linguistically diverse, Aboriginal and Torres Straight Islanders, Seniors, Youth and Young People, LGBTIQ+
- Internal – Mayor and Councillors, Administration Staff

Understanding who our stakeholders are allows us to better understand how we can build relationships and engage with them.

WHAT IS COMMUNITY AND STAKEHOLDER ENGAGEMENT?

Community engagement is an intentional process with the specific purpose of working across organisations, stakeholders and communities to shape the decisions or actions of the members of the community, stakeholders or organisation in relation to a problem, opportunity or outcome (International Association for Public Participation (IAP2) Australasia 2020).

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

The word '**stakeholder**' defines individuals, a group of individuals, organisations or a political entity with a specific stake in the outcome of the City's decisions.

The word '**engagement**' describes the interaction we have with our community and stakeholders and includes terms such as communication, participation, consultation and customer service.

WHY WE ENGAGE?

We live in a complex environment. Our population is ageing and becoming increasingly urbanised, technology is advancing rapidly, and people can access information quicker than ever before. To adapt to these changes the City must understand and be more responsive to environmental impacts, financial constraints and the needs of its community members. This ensures it can act in the best interest of everyone and be accountable to all decisions made.

To be responsive to our changing environment, the City relies on the community to understand what is most important to them. Community and stakeholder engagement are the driving force that enable the City to lead change, helping to:

- Make better decisions.
- Decisions are consistent with community interests and values.
- Increase community ownership of decision making.
- Build advocates for decisions in the community.

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- Keep our community informed of what we are doing.
- Keep the City informed of key themes within the community.
- Meet statutory obligations.

WHERE DO WE WANT TO BE?

When we engage meaningfully, we maximise the opportunity to understand what is important to the community and stakeholders. This helps us to make informed decisions that are aligned with the key priorities of the Strategic Community Plan 2018 - 2028.

Our stakeholders can contribute significantly to the decision-making and problem-solving process. People who are interested and/or affected by a project can help us as they will:

- Be aware and understand key issues or potential improvements within the community;
- Understand the context, issues and potential impacts;
- Establish whether further research is needed into the problem; and
- Assist us with creative solutions that can address the concerns of the Council and the community.

When the community is confident that their opinions will be heard and will influence the decision or result in an action, they are more likely to participate in the process, leading the City to be more confident in the decisions they are making. When we engage effectively, the community and the Council will benefit in the following ways:

Community	Council
Improved participation in Council's decisions	The process provides the ability for interested and affected community members to participate
Feelings of inclusion and confidence that opinions will be heard	Increased understanding of community issues
Shared vision and a better understanding of Council strategies, policies, projects and decisions	Decisions are informed by an understanding of community values, feelings, opinions and aspirations
The information included for consultation is accurate, and it is understood why comments are being sought	Projects can be prioritised to meet the needs and wants of the community
Increased ownership of projects within the City	Gains early buy-in and strengthened trust
Strengthened relationship with the City	Better project and service delivery outcomes
Better understanding of the perspectives of others in the community	Build more resilient relationships with the community
Increased confidence in one's ability to participate in community engagement activities.	Increased opportunity for community participation by excluding technical jargon and ensuring information shared is user friendly and accessible.

HOW WILL WE GET THERE?

COMMUNITY AND STAKEHOLDER ENGAGEMENT STRATEGY

<p>1. Implementation of the Strategy</p> <p>Comment: The City's Policy No. 4.1.5 Consultation Policy was formally adopted in 2014. A major review has not been undertaken since then. This presents opportunity to review the existing Consultation Policy and our practices to ensure our community engagement activities align with the vision and principles of the Strategy.</p> <p>Action 1.1: Develop a Community and Stakeholder Engagement Policy to guide how the City will engage with its community, taking into consideration the guiding principles of the Strategy.</p> <p>Timeframe: 2020/21</p> <p>Action 1.2: Develop a Community and Stakeholder Engagement Toolkit (comprising of guidelines, information sheets and templates) to assist staff in delivering community engagement plans.</p> <p>Timeframe: June 2021</p> <p>Action 1.3: Review internal processes for community consultation as part of the Promapp process.</p> <p>Timeframe: 2021/22</p> <p>Action 1.4: Develop a Marketing and Communications Plan, including a live community and stakeholder engagement calendar to help strategic planning of engagement activities and avoid engagement fatigue.</p> <p>Timeframe: 2020/21</p>
<p>2. Training and development</p> <p>Comment: The Strategy adopts the IAP2 approach to community engagement. Training in community and stakeholder engagement would improve the City's success in delivering the vision of the Strategy and improve our engagement practices.</p> <p>Action 2.1: Develop and implement a training and development plan for City staff and Elected Members to achieve the guiding principles and outcomes outlined within the Strategy.</p> <p>Timeframe: 2020/21</p>
<p>3. Improved information sharing</p> <p>Comment: The Strategic Community Plan 2018 – 2028 identifies the need to improve access to information on all that we offer to our community and to provide a single location for all information sharing. This presents an opportunity to review our existing resources (such as the City of Vincent website). Connecting with our community groups and</p>

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partnerships and researching other best practice efforts locally, nationally and internationally will inform how we can improve how we share information.

Action 3.1: Review and update the City of Vincent website and other digital platforms, considering the quality and effectiveness of information provided.

Timeframe: 2021/22

Action 3.2: Investigate ways to remove barriers of sharing information and participating in engagement activities and implement more effective ways to engage with our community and stakeholders.

Timeframe: 2021/22

Action 3.3: Develop information sheets for connecting and engaging with minority and other hard to reach groups.

Timeframe: 2021/22

Action 3.4: Review the City's practices for targeted engagement with professionals and skilled community members to ensure most effective use of these resources.

Timeframe: 2021/22

Action 3.5: Establish a Community Engagement Panel

Timeframe: 2021/22

Action 3.6: Develop a guide to support planning location-based engagement activities for significant projects.

Timeframe: 2021/22

4. Reviewing and reporting

Comment: Understanding the results of our community engagement practice will inform the decisions we make. Similarly, regular review and report of the Strategy will ensure our engagement activities align with the community's sentiments and aspirations.

Action 4.1: Develop a consistent approach to report individual items to Council so they are provided with the relevant information to make an informed decision.

Timeframe: 2021/22

Action 4.2: Research and implement ways to seek feedback on community engagement activities and outcomes.

Timeframe: 2021/22

COMMUNITY AND STAKEHOLDER ENGAGEMENT STRATEGY

Action 4.3: Undertake a minor and major review of the Strategy every two and four years, respectively. This should include review of whether engagement activities and practices are achieving the desired outcomes of the Guiding Principles, and improvements implemented.

Timeframe: Next minor review 2022/23

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COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



Legislation / local law requirements	<<Insert any legislation or local law that is relevant to the policy>>
Relevant delegations	<<Insert any delegations that are relevant to the policy>>
Related policy procedures and supporting documentation	<<Insert all relevant procedures, guidelines and supporting documents. Please include CM reference number and provide these as PDF documents to Governance>>. <i>Please note that all documents with an external focus will be hyperlinked for publication to the City's website. Documents with internal and external focus will be hyperlinked for publication to the City's Vintranet.</i>

PART 1 – PRELIMINARY

PURPOSE

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

OBJECTIVE

The objectives of this policy is to:

- Facilitate informed decision making;
- Detail the City's commitment to effective and relevant community and stakeholder engagement;
- Detail the process for community and stakeholder engagement;
- Improve information delivery and sharing; and
- Promote a consistent, inclusive, accountable, transparent and accessible approach to engagement.

SCOPE

This Policy applies to all corporate documents (strategies, policies and action plans), programs, projects and services that are delivered by the City and have an impact on its community.

PART 2 – POLICY PROVISIONS

1. DEFINITIONS

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

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



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

2. GUIDING PRINCIPLES

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

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

3. PUBLIC ENGAGEMENT SPECTRUM

The International Association for Public Participation (IAP2) has developed a spectrum that outlines the increasing levels of participation the public can have in a decision-making process. This spectrum has been adapted and adopted by the City of Vincent City and is embedded in the processes and guidelines that inform the way the City will engage with its community and stakeholders. The permitted level of participation will be clearly outlined in each project, ensuring the community and stakeholder are aware of how their feedback will influence the decisions being made.

- Inform:** The City will keep the community and stakeholders informed of decisions, actions or for educational purposes.
- Consult:** The City will consult with the community and its stakeholders for the purpose of obtaining opinions and feedback, and provide opportunity for the community to share their knowledge before a decision is made.
- Involve:** The City will work with the community to ensure concerns and aspirations are reflected in alternatives developed and provide feedback on how public input influenced the decision.
- Collaborate:** The City will collaborate with the community to develop and build solutions. Input will be reflected in the decisions to the maximum extent possible.

4. WHEN THE CITY WILL ENGAGE

The City will engage with the community:

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

5. WHEN THE CITY MAY NOT ENGAGE

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

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

6. HOW THE CITY ENGAGES

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

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

Phase	Actions
Determine if community and stakeholder engagement is required	<p>To determine if community and stakeholder engagement is required, consider if the decision would have any impact on the community.</p> <p>If 'yes', community and stakeholder engagement is required, following the process below.</p> <p>If 'no', does the reason not to engage align with a reason identified in Section 5 'When the City may not engage' above?</p> <p>If the project does not align with a reason identified within Section 5, community and stakeholder engagement is required, following the process below</p> <p>If the project aligns with a reason within Section 5, affected community members should be informed of the decision, using the process below.</p> <p>Note: When there is no ability to influence a decision, 'Informing' the community and stakeholders of the decision may be the appropriate engagement activity.</p>
Design	<ol style="list-style-type: none"> 1. Consider and understand the context and scope of the project; 2. Consider and understand who might be interested and/or affected; 3. Consider and understand the risks that may be involved for the community, Council and administration; 4. Consider and understand the purpose of the engagement; and 5. Consider any statutory requirements that must be complied with as part of the engagement plan. 6. Identify key milestones or other opportunities to provide updates or other important information to the community.
Plan	<p>Determine the level of community participation and select activities appropriate and aligned to achieve those outcomes.</p> <p>The activities selected should consider and reflect the most effective way to connect with the community and stakeholders. Consideration of location-based activities or other ways that facilitate personal connection are encouraged.</p> <p>Note:</p>

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	<ul style="list-style-type: none"> • Table 1 below provides guidance on typical levels of participation for different types of projects. • The wider the scope of the project, the higher level of participation required with more ability for the community to influence the decision being made. • The planning should consider the life of the project and how the different engagement activities can be used depending on the phase of the project and the purpose of the engagement. It is likely the level of involvement will require more than one level of involvement as identified within the IAP2 spectrum.
<p>Implement and Manage</p>	<p>Prior to implementation, review the design and planning phase and consider if the steps and actions will</p> <ul style="list-style-type: none"> • Reach the right people; • Ask the right questions; • Be delivered in a timely and meaningful way; • Inform decision making; • Consider the potential risks and contain appropriate solutions; and • Be flexible enough to manage change if necessary. <p>Once satisfied, it is time to draw upon resources available to deliver the consultation project.</p> <p>While consultation is occurring, it is necessary to be available to respond to community enquiries as they arise. Providing support will assist in providing a better experience for the community, as well as building trust and developing relationships.</p>
<p>Review and Respond</p>	<p>The process for reviewing and responding to submissions is to:</p> <ol style="list-style-type: none"> 1. Analyse the submissions received (understand who responded, why they are interested or affected and if anyone is missing from the conversation). 2. Prepare responses (including further assessment and engagement if necessary, and changes to the project or mitigation issues to address the issue raised). 3. Document the responses (to be included in a report or provided as a direct response to the participants). 4. When subject to determination at an Ordinary Meeting of Council, inform participants of the meeting date, providing as much notice as possible. 5. Publish the decision/project update on the City’s website and send decision/project update to participants. <p>When responding to submitters, consider how their input influenced the decision and what the best method to deliver this message is.</p> <p>It is also necessary to review and evaluate how effective the engagement was. This includes consideration of the overall engagement sequence and the engagement methods, including whether they aligned with the scope of the project and the purpose of the engagement.</p> <p>This review should determine if enough information is available to make an informed decision, or if further consultation is required.</p> <p><i>See section 6.1 Guidelines for responding to submissions below.</i></p>

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Reflect and Report	Consider the effectiveness of the engagement plan and report on the findings so that others can learn from this practice. Reflecting on and reviewing the engagement process will assist in improving practices and efficiency in community consultation.
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6.1 Principles for responding to submissions

The following principles should be considered when responding to submissions:

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

6.2 Guide to establish level of participation

The following matrix guides the level of participation that would generally be expected for different project types. The level of participation can be varied and is to be determined by following the process within Section 6 (How the City Engages) above. The guide does not cover all projects and activities undertaken by the City.

	Inform	Consult	Involve	Collaborate
Ability to influence	<i>There is no ability to influence the decision</i>	<i>There is some ability to influence the decision</i>	<i>There is medium ability to influence the decision</i>	<i>There is high ability to influence the decision</i>
Our commitment	Information is circulated to assist in understanding a deliverable or decision that is going to happen or has already happened.	To seek input, feedback or advice before project is progressed or a decision is made.	To seek input, gather ideas, identify preferred options or alternatives.	To find collective solutions or to obtain a deeper understanding of what is important to help shape the projects future.

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<p>Project</p>	<ul style="list-style-type: none"> • When a decision has already been made • Implementation updates • Development applications (notification of changes/ determinations) • For a reason detailed in Section 5, above 	<ul style="list-style-type: none"> • When there is some ability to influence the decision (i.e. verge tree locations, pop-up play) • Strategic planning documents phase 2 (understanding what we heard) • Minor amendments to policies and strategies • Implementation of actions created within strategies or other corporate documents • Development applications (when there are departures to the statutory framework and stakeholders may be affected) 	<ul style="list-style-type: none"> • Strategic planning documents phase 1 (visioning) • Major amendments to strategic documents 	<ul style="list-style-type: none"> • Master planning and design • Strategic community vision documents (i.e. Strategic Community Plan) • Place Plans • New major strategic plans
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6.3 Consultation Methods

6.3.1 Mandatory requirements

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

6.3.2 Other consultation methods

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

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

COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY



7. ADVERTISING PERIODS







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

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

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

OFFICE USE ONLY	
Responsible Officer	<<Please add position title>>
Initial Council adoption	DATE: <APPROVAL DATE>, REF# <TRIM REF>
Reviewed / Amended	DATE: <APPROVAL DATE>, REF#: <TRIM REF>
Next Review Date	DATE: <REVIEW DATE>,

5.3 DRAFT LEEDERVILLE PRECINCT STRUCTURE PLAN; DRAFT LEEDERVILLE PLACE PLAN AND AMENDMENT NO. 7 TO LOCAL PLANNING SCHEME NO. 2

- Attachments:
1. Outcomes of Design Leederville [↓](#) 
 2. Opportunities & Constraints [↓](#) 
 3. Draft Leederville Precinct Structure Plan [↓](#) 
 4. Draft Leederville Town Centre Place Plan [↓](#) 
 5. Amendment No. 7 to Local Planning Scheme No. 2 - Form 2A [↓](#) 
 6. Leederville Stakeholder Engagement Plan [↓](#) 

RECOMMENDATION:**That Council:**

1. **PREPARES** Draft Leederville Precinct Structure Plan, included as Attachment 3, for the purpose of public advertising pursuant to Schedule 2, Part 4, Clause 16(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
2. **ENDORSES** the Draft Leederville Town Centre Place Plan for the purpose of advertising in accordance with the City's Policy No. 4.1.5 – Community Consultation;
3. **PREPARES** Amendment No. 7 to Local Planning Scheme No. 2, included as Attachment 5, for the purpose of public advertising pursuant to Section 75 of the *Planning and Development Act 2005*;
4. **SPECIFIES** that Amendment No. 7 to Local Planning Scheme No. 2 is a standard amendment under Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* as:
 - 4.1 The amendment relates to a zone that is consistent with the objectives of the Scheme;
 - 4.2 The amendment would have minimal impact on the surrounding area as the rezoning and reclassification of land would not alter the existing built form requirements on the subject sites;
 - 4.3 The amendment would not alter the Urban zoning under the Metropolitan Region Scheme;
 - 4.4 The amendment would not result in any significant environmental, social, economic or governance impacts; and
 - 4.5 The amendment is not a basic or complex amendment, as defined within the regulations; and
5. **NOTES:**
 - 5.1 That the outcomes of advertising and the Draft Leederville Precinct Structure Plan and Leederville Town Centre Place Plan will be presented to Council for endorsement following the 42 day advertising period;
 - 5.2 Administration will forward a copy of the draft Leederville Precinct Structure Plan to the Western Australian Planning Commission pursuant to Schedule 2, Part 4, Clause 18 of the *Planning and Development (Local Planning Schemes) Regulations 2015*;
 - 5.3 Administration will forward Amendment No. 7 to Local Planning Scheme No. 2 to the Environmental Protection Authority pursuant to Section 81 of the *Planning and Development Act 2005*; and
 - 5.4 Subject to no objection being received from the Environmental Protection Authority, Administration will advertise Amendment No. 7 to Local Planning Scheme No. 2 for a

period of 42 days, pursuant to Regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PURPOSE OF REPORT:

For Council to consider the following documents for public advertising:

- Draft Leederville Precinct Structure Plan;
- Draft Leederville Town Centre Place Plan; and
- Amendment No. 7 to Local Planning Scheme No. 2

BACKGROUND:

The Leederville precinct is a vibrant hub of activity that is highly valued by both the local and wider community. Leederville has a unique character and is known for its alternative atmosphere and café culture, which services its residential catchment as well as the broader Perth metropolitan area. The Leederville precinct provides an important hub of local community infrastructure, with the City of Vincent administration and civic centre, library and community centre accommodated in the precinct.

Leederville has an established role through State Planning Policy No. 4.2 – Activity Centres for Perth and Peel, to support increased employment, economic activity, and residential development.

Imagine Vincent and the City's Strategic Community Plan (SCP) articulates the community's vision and aspirations for the future. The comments received as part of Imagine Vincent reiterated the need for a more considered approach to planning for the future development of Vincent and its centres, such as Leederville.

The statutory planning framework itself, however, is not sufficient to fully guide an activity centre with such importance as Leederville. Further research and guidance is required for public spaces, hard and soft infrastructure requirements, improved mobility and access, and improved streetscape design.

To achieve this, three projects were included in the City's Corporate Business Plan 2020/21 – 23/24 as follows:

1. Draft Leederville Precinct Structure Plan (as Leederville Activity Centre Plan - Strategic Project No. 20);
2. Draft Leederville Town Centre Place Plan (contained within the Policy & Place focus areas projects and programs); and
3. Draft Leederville Oval Master Plan.

The draft **Leederville Precinct Structure Plan (LPSP)** applies to the area bound by Bourke Street to the North; Leederville Parade to the South; Loftus Street to the East; and the Mitchell Freeway to the West. It will guide planning assessments and decisions for all land in the area.

The draft **Leederville Town Centre Place Plan (LTCPP)** will guide the City's investment in the Town Centre specifically. It will be consistent with the Precinct Structure Plan and relate to public land and implementation of the LPSP objectives.

The **Leederville Oval Master Plan (LOM)** applies to the specific oval area, including the grandstand, Loftus Library and Community Centre, Gym and the City of Vincent Administration Centre.

The LPSP, LTCPP and LOM have been subject to significant research and public consultation prior to being drafted. To build on the SCP and understand how to relate the six priorities to Leederville, the City launched 'Design Leederville' in late 2019.

Step 1 was to understand the Leederville Precinct from a technical perspective through desktop research and site visits, culminating in a detailed SWOT Analysis.

Step 2 was to inform the community and key stakeholders of the findings to determine if these matched with community personal experiences and knowledge. This provided further context, history and information about the current use of the precinct.

One of the major stakeholders involved since the start of the projects is Leederville Connect, the local Town Team. Leederville Connect's involvement has been invaluable in providing early input from the perspective of business owners, residents and experts. Leederville Connect and its Design sub-committee has put together several design resources which evolve over time. This includes Leederville Narrative, Good ideas for Leederville, Leederville's Character and Shared Spaces, Social Infrastructure in Leederville, Leederville's User Experience and Making Good Places. The Design Resources helped inform new design proposals and convey what is needed in the centre from the Town Team's perspective.

The results of the desktop research and community visioning included as **Attachment 1** is arranged into Opportunity & Constraints Maps, included as **Attachment 2**.

Drafting of the LPSP and LT CPP occurred in line with this mapping after receiving Council Members' feedback on 27 October 2020 and 8 December 2020. The LOM has been drafted and next steps for this site would be determined through the stakeholder and community engagement period, understanding more about how the community uses and values the site.

DETAILS:

The two drafts of the LPSP and LT CPP are presented to Council together to ensure they interact and align and can be put to the community for public consultation.

Leederville Precinct Structure Plan

The LPSP is in three parts. Part 1 contains the statutory provisions including structure plan map, zoning, reservations, land use intent, objectives and sub-precinct mapping. Part 2 provides guidance, background information and justification to explain the rationale for the provisions in Part 1. Part 3 contains the technical appendices and studies that informed the analysis in Part 2. The draft LPSP is included at **Attachment 3**.

The LPSP contains development requirements and objectives that aim to achieve the following:

- Maintaining character of Oxford Street by including a height limit of two storeys and requiring traditional shop front design in the core.
- A place for everyone:
 - Enhancing the education and civic land uses in the area to continue to support a diverse demographic of people living, working and enjoying the area.
 - A variety of housing in the area with lower density to the north and increased density to the south.
- Transit Oriented Development – Increased density in close proximity to the train station to enable transport choice. The draft LPSP also aligns with the City's draft Accessible City Strategy to prioritise pedestrians, followed by cyclists; followed by public transport users; followed by people who choose to drive.
- Support for local businesses – Increased housing density around commercial areas to improve the catchment, while at the same time allowing market-led (no minimum, no maximum) commercial floor space to ensure flexibility and responsiveness.
- Improved landscaping – The draft LPSP provides provisions aligned with the City's Built Form Policy to seek landscaping outcomes on private land that exceed the provisions of the R-Codes.
- Improved pedestrian movement and access – The draft LPSP proposes an east-west pedestrian connection on the existing Mounts Bay Drain through the town centre through formal agreement with the Water Corporation. Improved north and south pedestrian connections are also proposed and are to be secured through development incentives and requirements.
- Improving public open spaces – The draft LPSP proposes to maintain and enhance the permeability of Oxford Reserve and Leederville Oval.

Leederville Town Centre Place Plan

The LT CPP provides the context of Leederville and includes key actions for the City to implement or advocate for, arranged in the six Council priorities of the Strategic Community Plan. The draft LT CPP is included at **Attachment 4**; its key proposals include:

- Improve the community benefit and function of existing public spaces:
 - Oxford Street Reserve Concept Plan development;
 - Leederville Village Square review.
- Create additional activated spaces for a growing population:
 - Leederville Laneway development;
 - Water Corporation Drainage Reserve formalisation;
 - The Avenue Car Park Laneway Urban Design Study.
- Improve connections to, and within, the Town Centre for people who choose to walk, cycle, or take public transport:
 - Identified Long Term Cycle Network route improvements;
 - Leederville Station upgrades;
 - Lake Monger underpass upgrades;
 - Wayfinding Strategy implementation;
 - Loftus Street crossing improvements.
- Improve the amenity of the Town Centre:
 - Public toilet improvements;
 - Lighting audit and improvements;
 - Streetscape audit and improvements.

The LTCPP includes an implementation framework with a minor and major review program.

Leederville Oval

The City has undertaken a review of Leederville Oval to determine the current strengths, weaknesses and opportunities of the site. This was followed by stakeholder engagement with input from key users and businesses on and surrounding the site. A working group of the key stakeholders explored and reviewed the strengths, weaknesses and opportunities for the site and has provided input to the City. The City has also engaged with the WAFL and pre-season AFL games and Leederville Connect on the site.

This work highlighted a major weakness for the site, being the age of its current building assets and raised various options for addressing these on the site. Before drafting a set of options for the site, it is proposed that the broader community be consulted on the future of the site. Following Stakeholder and Community Engagement, a short and medium term plan for the site would be presented to Council pertaining to works and management of Leederville Oval.

Scheme Amendment 7

Amendment 7 is necessary to ensure the draft LPSP can be applied when it comes into effect. Removing all land from the Regional Centre zone means that zones and reserves can be assigned through the LPSP instead.

CONSULTATION/ADVERTISING:

The consultation of the draft LPSP and draft LTCPP is branded Design Leederville and includes:

- An Imagine Vincent page including the draft documents and a survey for feedback;
- Targeted post cards and local business post card drop regarding consultation;
- Meet the project team in Leederville to introduce each draft; and
- A follow up question and answer session with the project team in Leederville.

The stakeholder engagement plan included as **Attachment 6** expands on the above consultation.

The Reconciliation Action Plan Working Group are also providing advice on consultation.

The formal consultation proposed for the draft LPSP would accord with Schedule 2, Part 4, Clause 18 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Scheme Amendment

Subject to approval of the Environmental Protection Authority (EPA), the proposed scheme amendment would be advertised for public comment for a period of 42 days. Advertising would occur in the following

manner, in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* and the City's Policy No. 4.1.5 – Community Consultation:

- Advertisement in a local newspaper;
- Display notice of the proposal in Council offices;
- Referral in writing to affected persons/agencies; and
- Display on the City's website.

LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- State Planning Policy 4.2 Activity Centres for Perth and Peel;
- Perth and Peel@3.5million Sub Regional Framework;
- State Planning Policy 3.1 – Residential Design Codes (R Codes);
- Local Planning Scheme No. 2; and
- Policy No. 4.1.5 – Community Consultation.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to prepare the draft plans and propose the amendment to the Local Planning Scheme for the purpose of advertising.

STRATEGIC IMPLICATIONS:

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

Sensitive Design

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

SUSTAINABILITY IMPLICATIONS:

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

- Sustainable Energy Use*
- Sustainable Transport*
- Water Use Reduction*
- Urban Greening and Biodiversity*

PUBLIC HEALTH IMPLICATIONS:

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

- Increased mental health and wellbeing*
- Increased physical activity*
- Reduced injuries and a safer community*

FINANCIAL/BUDGET IMPLICATIONS:

The cost of advertising will be met through the City's existing operational budget.

The implementation of the actions within the LT CPP would be supported through allocations within current and future City operating and project budgets as follows:

Actions to be implemented through existing operating budgets or existing project budgets: 1.1, 1.2, 1.3, 1.4, 2.1, 2.2, 2.7, 2.8, 3.1, 3.2, 4.1, 4.3, 4.5, 4.8, 4.9, 5.1, 5.2, 5.3, 6.1, 6.2, 6.3, 6.4	
Actions that have requested budget for 21/22:	

4.4 – Lighting audit	\$5,000
4.6 – Streetscape improvements	\$10,000
4.10A – Request the Minister of Lands acquire the right of way linking Oxford Street to the strata lots at 663 Newcastle Street	\$2,000
Actions that may require additional budget from 22/23 onwards: 1.1, 2.3, 2.6, 4.2, 4.4, 4.6, 4.7, 4.8, 4.10B, 5.3, 6.3	

COMMENTS:

Leederville is one of Perth's most successful town centres. The LPSP and LTCPD have been developed to ensure Leederville thrives into the future. The documents address current issues impacting the town centre and seek to take advantage of its many opportunities for the benefit of the community.

Development demand is increasing in Leederville. It is timely that Council considers a new and contemporary planning framework to support the next phase of development.

If adopted, the LPSP and LTCPD would both incentivise and guide private and public investment in Leederville into the future.



Developing a vision to Design Leederville

The community of Vincent and Leederville have previously engaged in a consultative process of imagination. Through “Imagine Vincent” the community, stakeholders and Council articulated their expectation for industry leading planning and design outcomes, through the themes shown below.

Design Leederville continued the conversation, engaging the community in the development of a vision for Leederville Town Centre.

Community, business and stakeholders were invited to engage through a Gallery of Ideas that popped up around Leederville and on the Imagine Vincent website. The Gallery presented ideas for the future growth

of Leederville, based around the themes of Imagine Vincent. The Gallery also invited participants to provide additional ideas to Design Leederville.

Further engagement was invited through community workshops.

The following pages illustrate the evolution of the Gallery of Ideas into a vision for Leederville, and capture the key themes and additional ideas that community and stakeholders have provided to be considered by the City as they develop an Activity Centre Plan and Place Plan for Leederville.

THEMES



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 Community

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



Thriving Places

Our vibrant places and spaces 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 identity and respond to specific local circumstances.



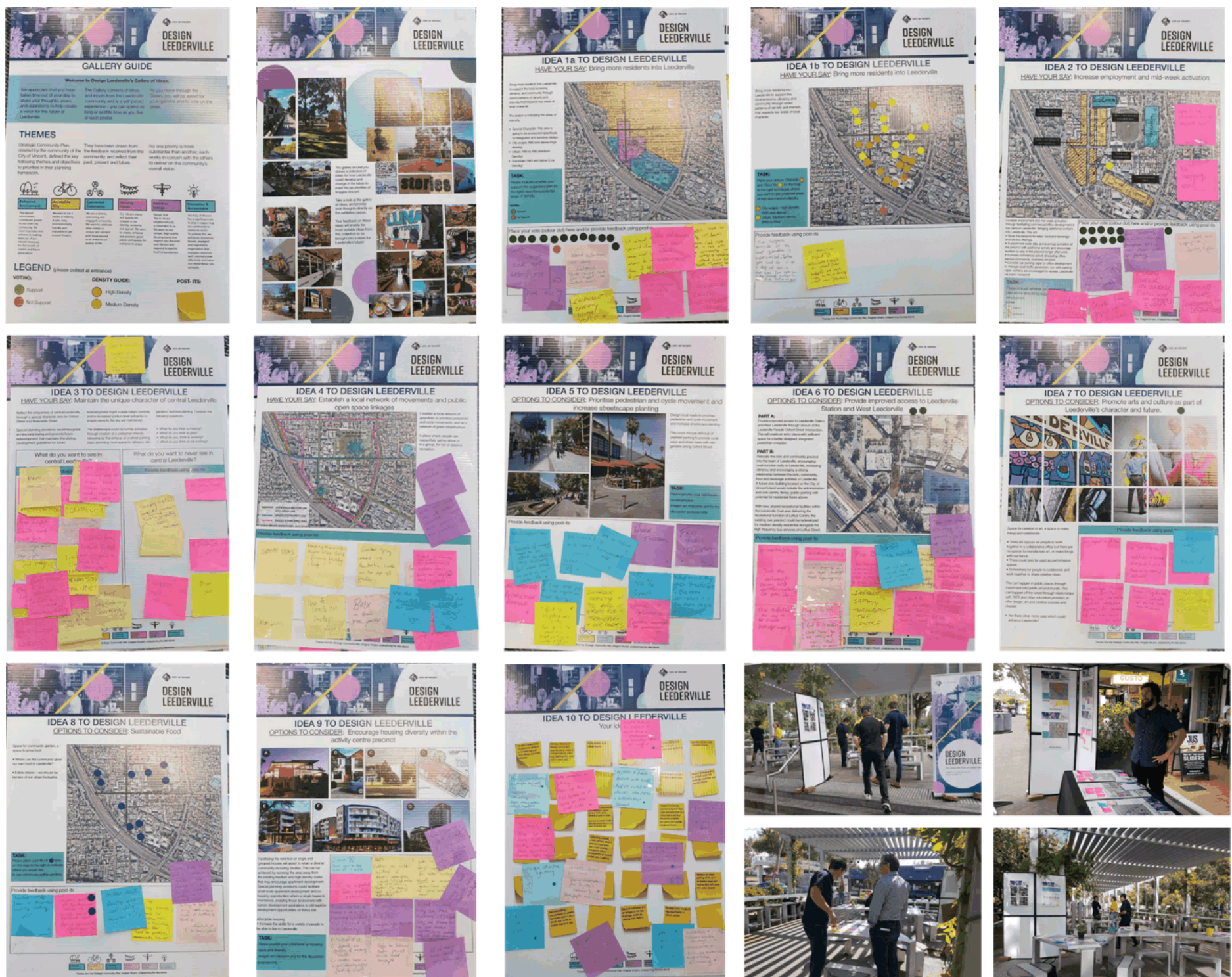
Innovative & Accountable

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.



The Gallery of Ideas

A key instrument to engage with community, business and stakeholders, the Gallery of Ideas considered ways that future planning and development in Leederville Town Centre could achieve the themes of Imagine Vincent. These ideas, and community responses to them, are shown below. With a strong focus on spatial elements, the Gallery of Ideas evolved into the Vision for Leederville Town Centre based on community feedback. Specific comments on the spatial patterns of density and intensity, and general support for streetscapes as places that prioritised people and pedestrians over cars led to the resolution of character areas and public realm framework of the spatial vision.

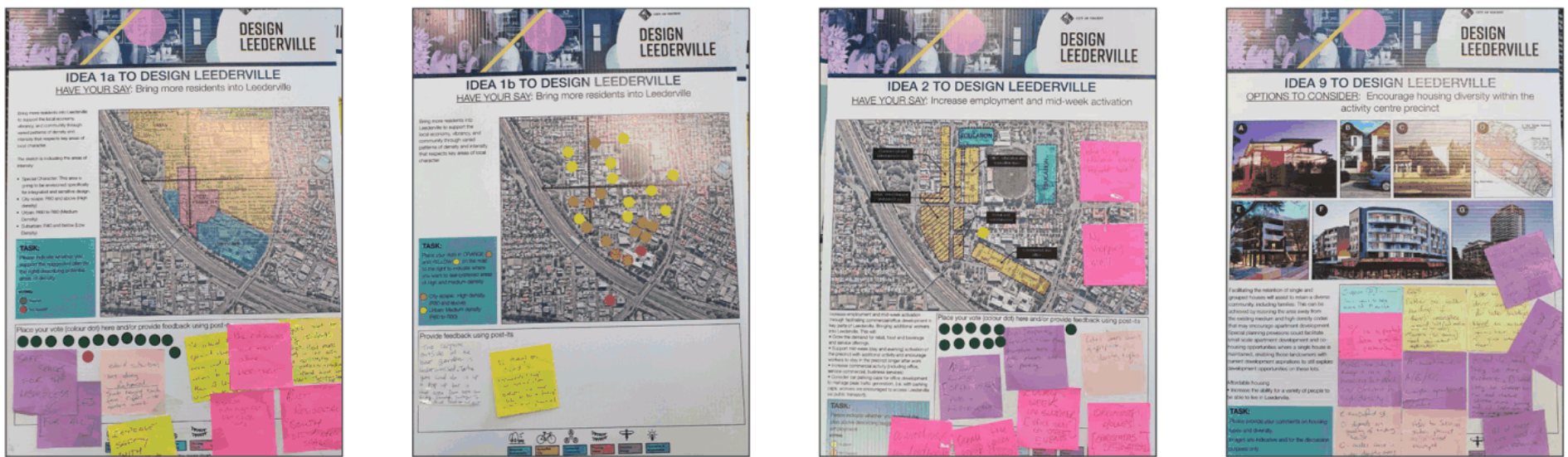




Evolution of Ideas to Vision - Character

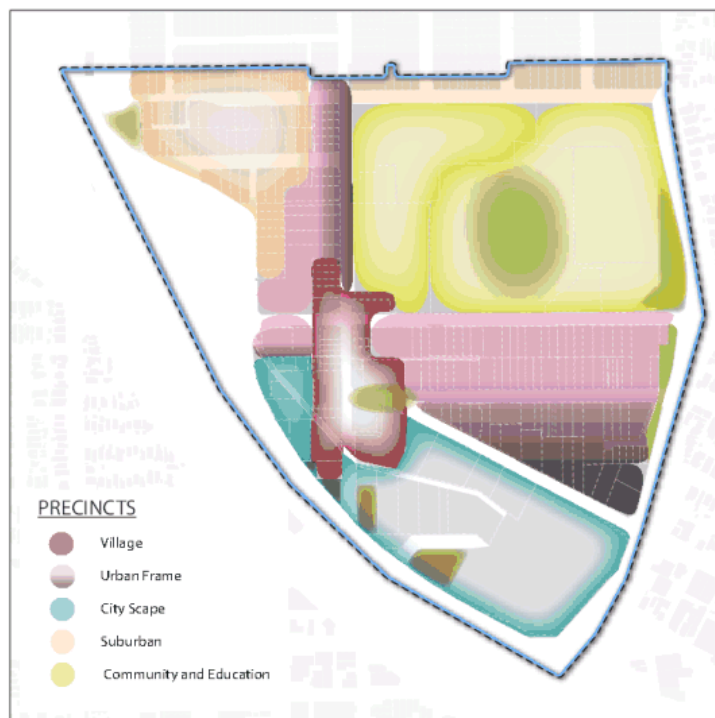
Several ideas from the Gallery of Ideas discussed how density can support the various themes of Imagine Vincent, and considered where different levels of density might be appropriate across the town centre area.

The community's feedback on these ideas informed the development of character areas within the Vision as shown below.



Character Areas

- Village: the heart and character of Leederville;
- Urban Frame: supporting vibrancy through people;
- Cityscape: locating high density away from the suburban edge and areas of character retention;
- Suburban: providing diversity and opportunities for alternative forms of housing; and
- Community and Education: maintaining a diversity of recreational, social, residential and civic services in Leederville.

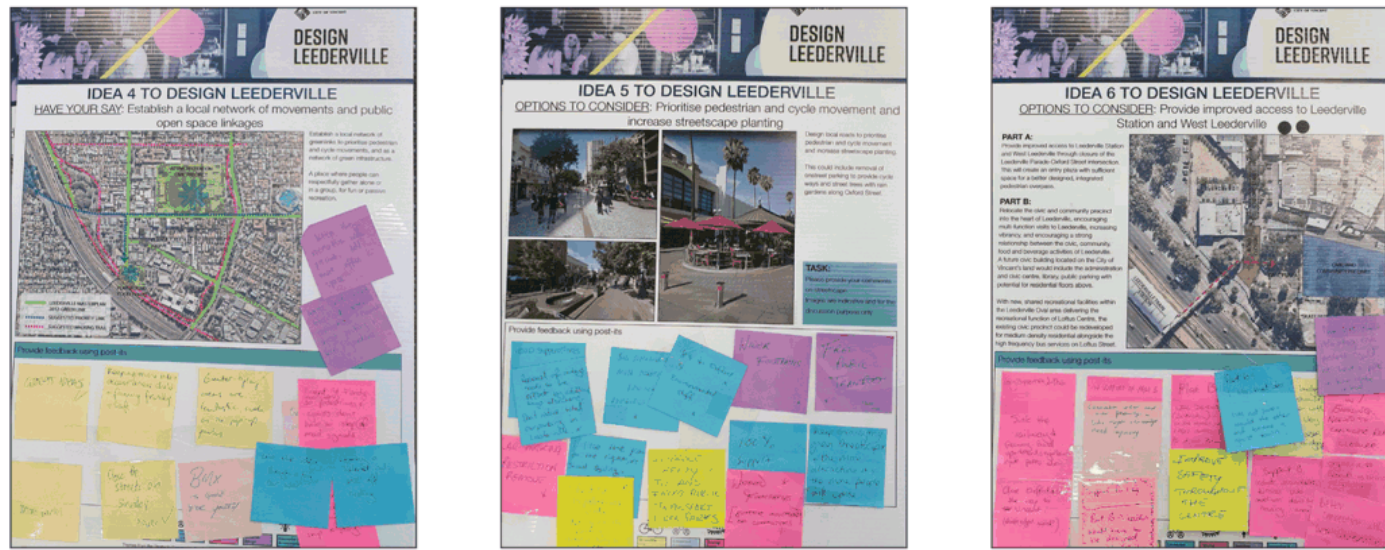




Evolution of Ideas to Vision - Public Realm

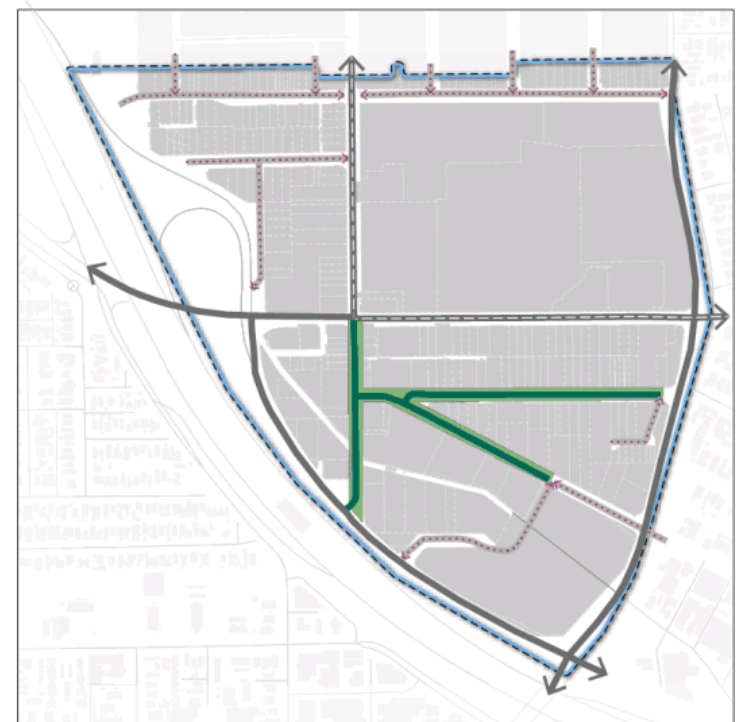
Several ideas from the Gallery of Ideas discussed ways to shape and define the public realm.

The community's feedback on these ideas informed the public realm framework of the Vision as shown below.



Internal Links

Local Street Network



- PUBLIC REALM**
- Key Pedestrian Connectors
 - Shared space treatment
 - Public Open Space
 - Shared Spaces
 - Active Green Links
 - Opportunistic Active Green Links
 - Local Access
 - Key Connectors (Regional)
 - Key Connectors (Local)
 - Connectors



Evolution of Ideas to Vision - - Sense of Place

Several ideas from the Gallery of Ideas discussed and evoked ways in which the future of Leederville can reflect, define, and retain its sense of place..

The community's feedback on these ideas informed the guiding principles that sit alongside the spatial elements of the Vision, as shown below.



Guiding Principles

- Green
- Walkable
- Family Friendly
- People Oriented
- Reflective of Character and Heritage
- Adaptable
- Safe





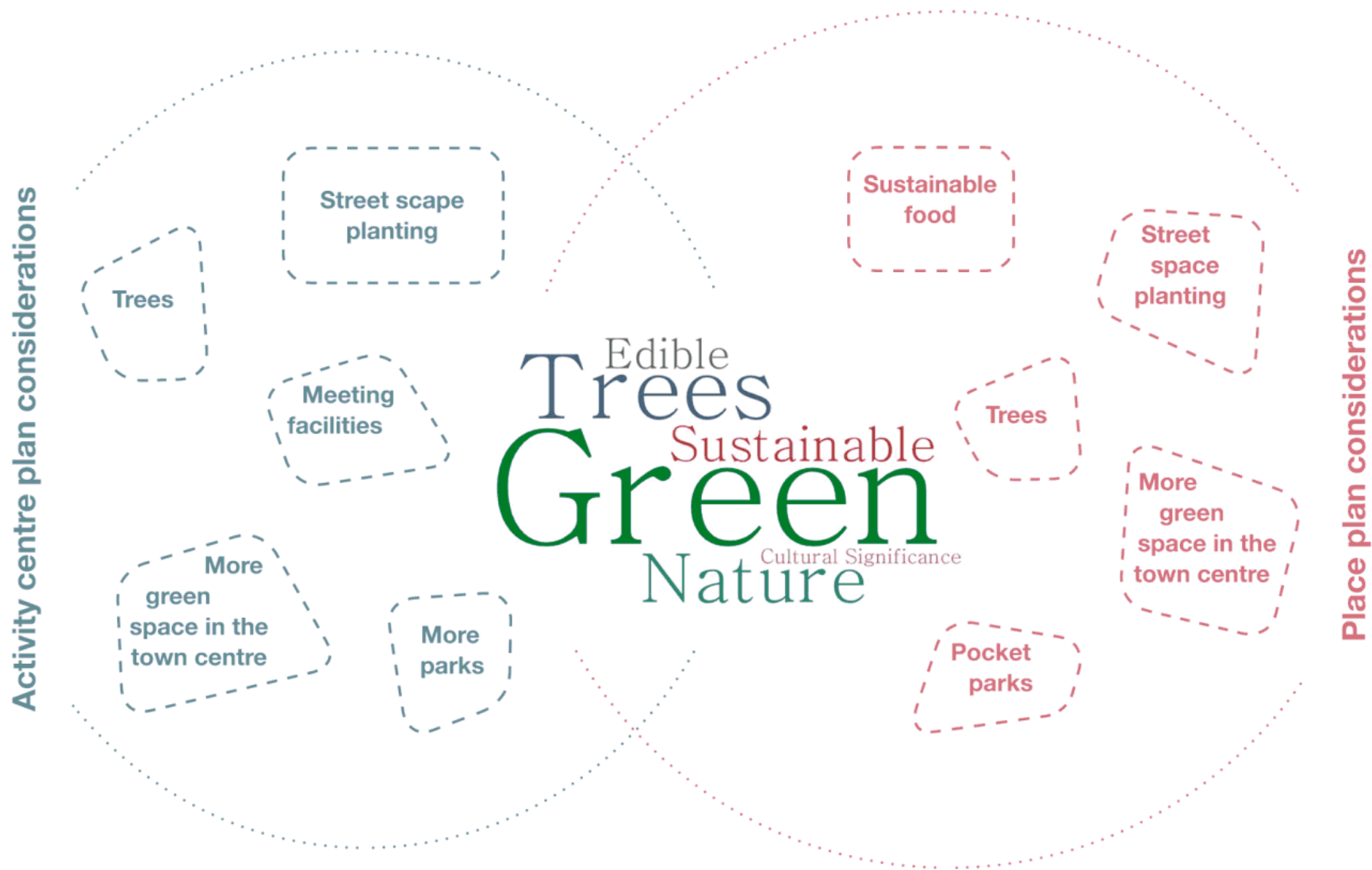
Enhanced Environment

Through online engagement, a travelling gallery of ideas, and community workshops we collected a number of ideas and aspirations for the future of Leederville.

Those related to an enhanced environment are shown below.

The key themes from conversations and ideas were brought into a word cloud below, and have led to the guiding principles alongside the spatial frameworks for the Leederville Town Centre vision.

These ideas and aspirations will be further explored and tested in the development of an Activity Centre Plan and Place Plan for Leederville Town Centre.



Enhanced Environment



Accessible City



Connected Community



Thriving Places



Sensitive Design



Innovative & Accountable



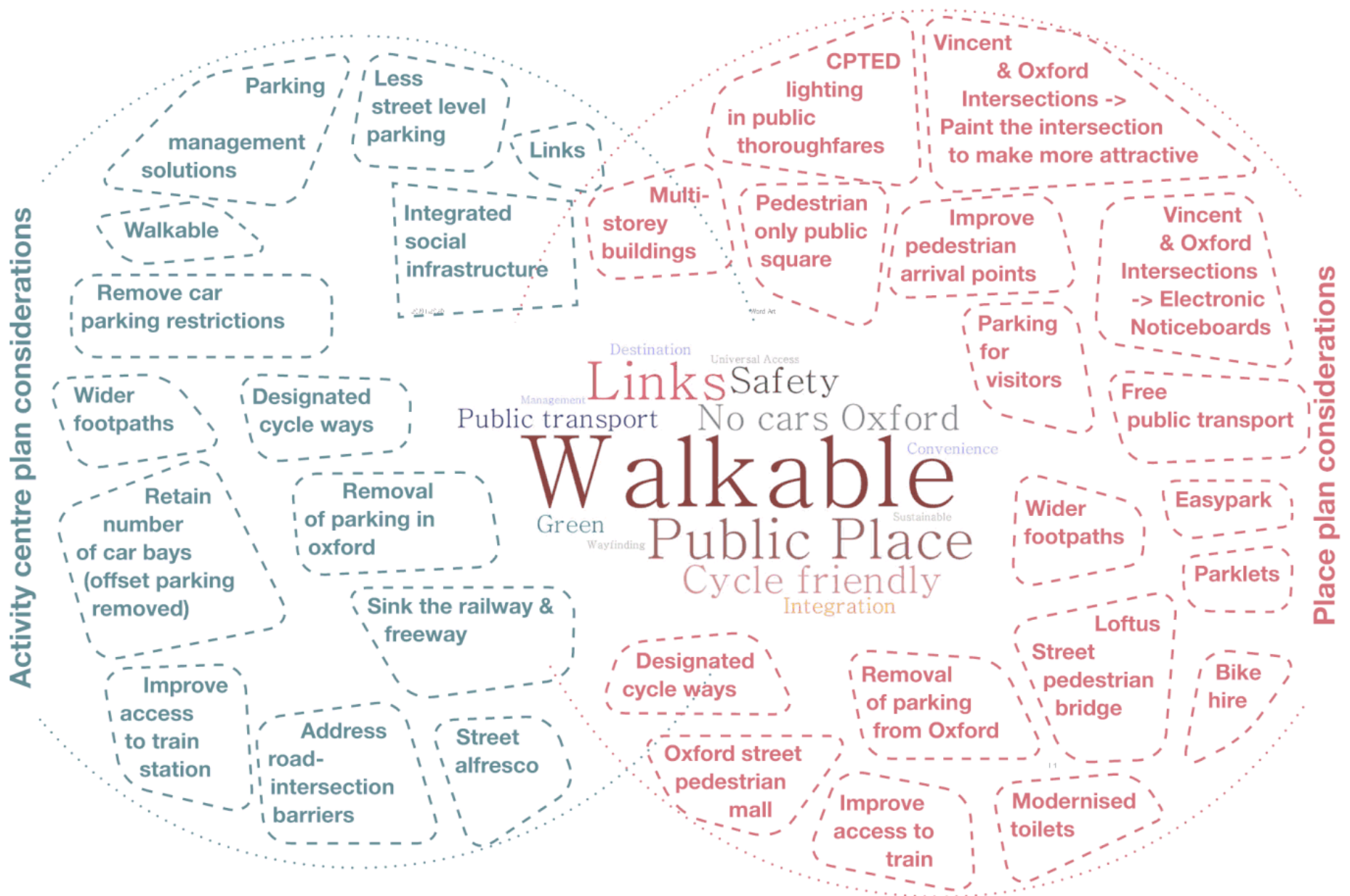
Accessible City

Through online engagement, a travelling gallery of ideas, and community workshops we collected a number of ideas and aspirations for the future of Leederville.

Those related to an accessible city are shown below.

The key themes from conversations and ideas were brought into a word cloud below, and have led to the guiding principles alongside the spatial frameworks for the Leederville Town Centre vision.

These ideas and aspirations will be further explored and tested in the development of an Activity Centre Plan and Place Plan for Leederville Town Centre.



Enhanced Environment



Accessible City



Connected Community



Thriving Places



Sensitive Design



Innovative & Accountable



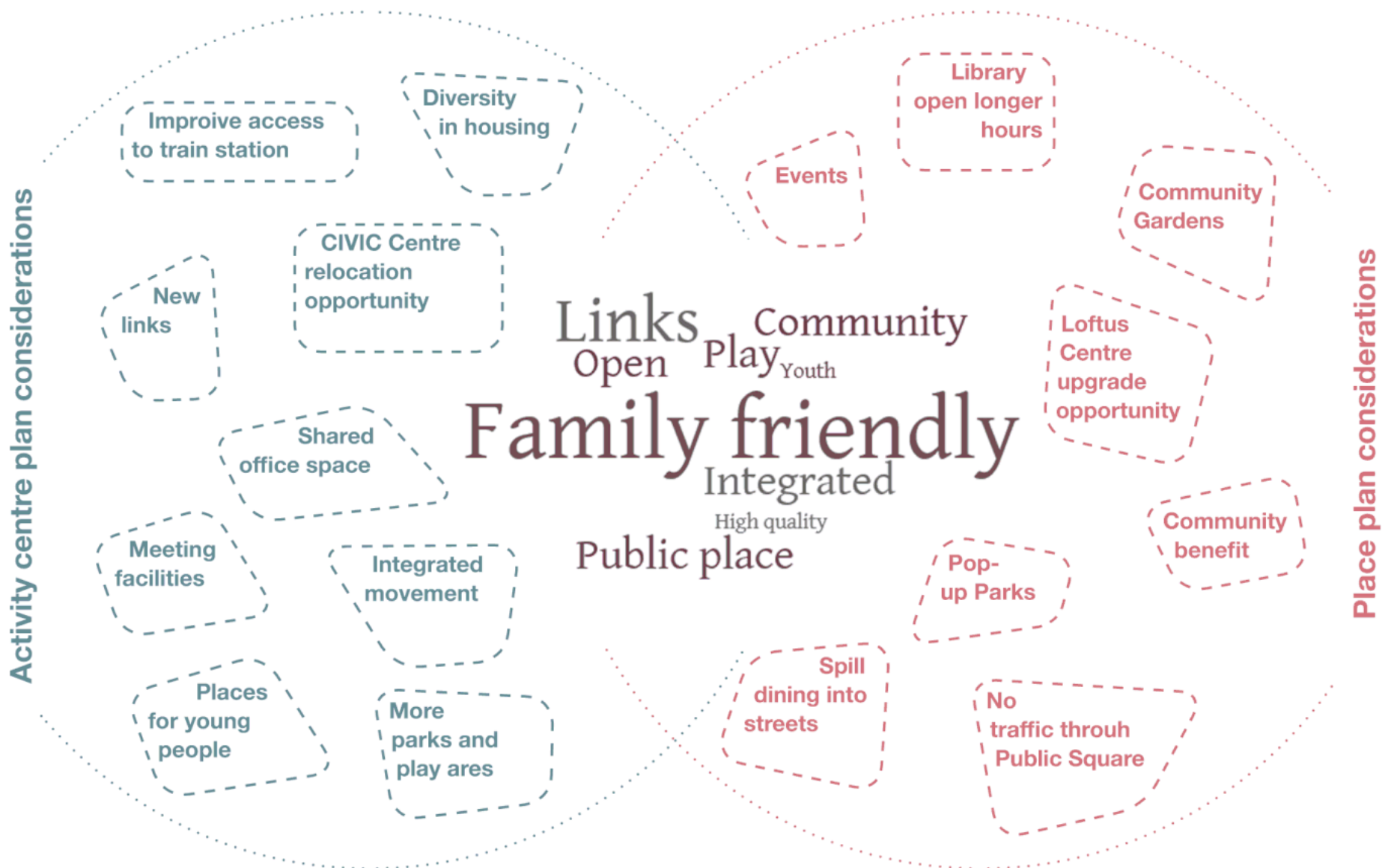
A Connected Community

Through online engagement, a travelling gallery of ideas, and community workshops we collected a number of ideas and aspirations for the future of Leederville.

Those related to a connected community are shown below.

The key themes from conversations and ideas were brought into a word cloud below, and have led to the guiding principles alongside the spatial frameworks for the Leederville Town Centre vision.

These ideas and aspirations will be further explored and tested in the development of an Activity Centre Plan and Place Plan for Leederville Town Centre.



Enhanced Environment



Accessible City



Connected Community



Thriving Places



Sensitive Design



Innovative & Accountable



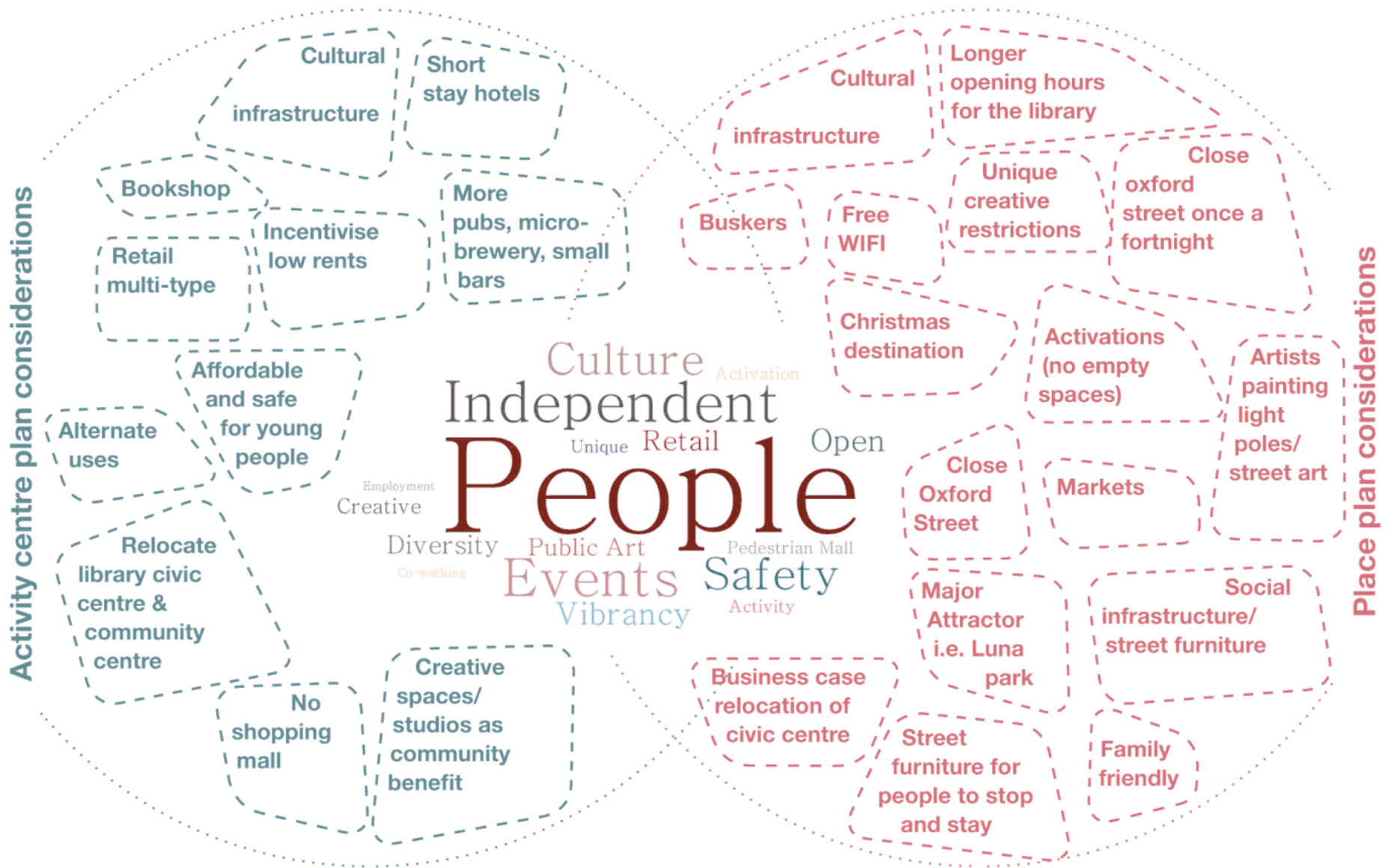
Thriving Places

Through online engagement, a travelling gallery of ideas, and community workshops we collected a number of ideas and aspirations for the future of Leederville.

Those related to thriving places are shown below.

The key themes from conversations and ideas were brought into a word cloud below, and have led to the guiding principles alongside the spatial frameworks for the Leederville Town Centre vision.

These ideas and aspirations will be further explored and tested in the development of an Activity Centre Plan and Place Plan for Leederville Town Centre.





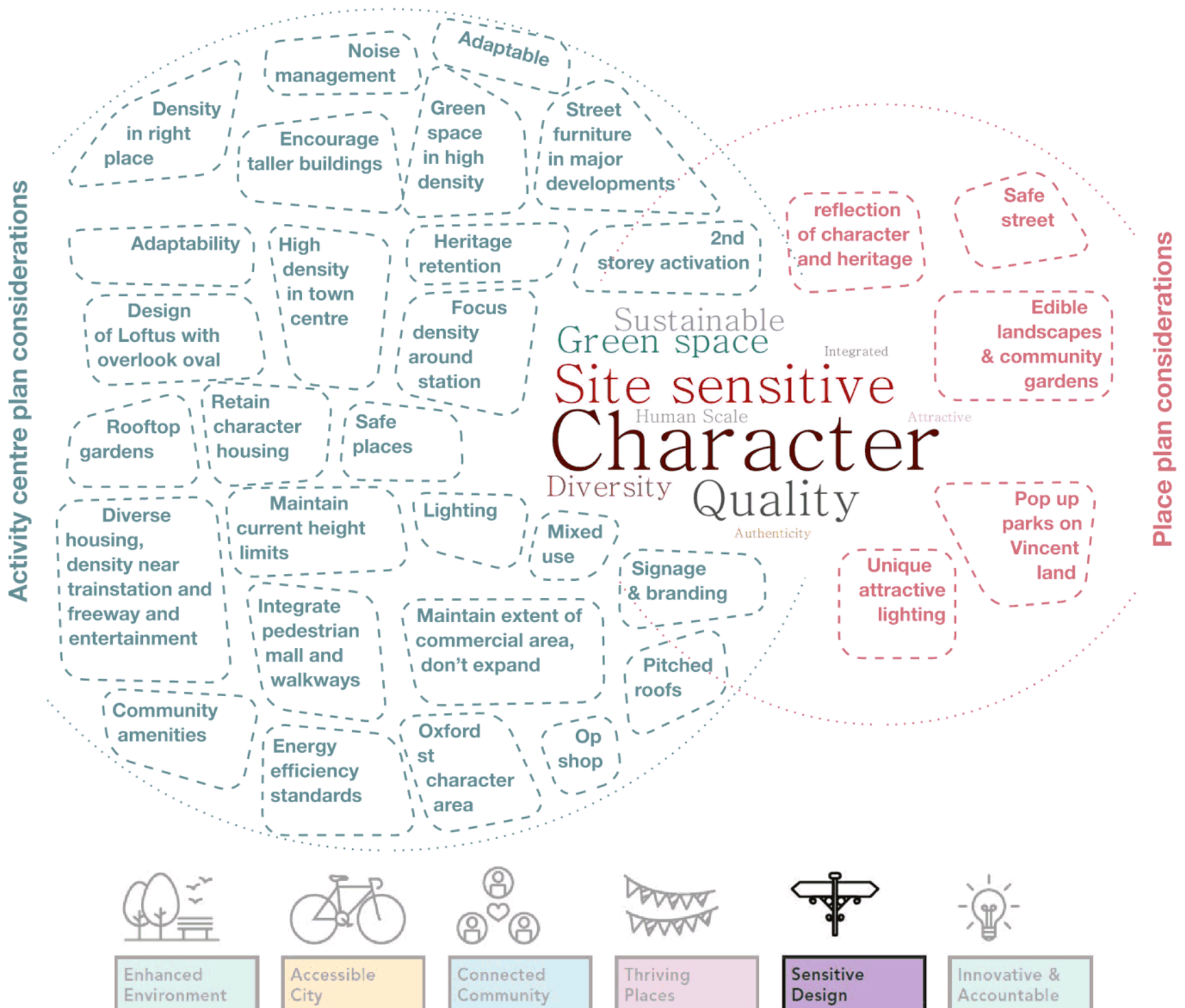
Sensitive Design

Through online engagement, a travelling gallery of ideas, and community workshops we collected a number of ideas and aspirations for the future of Leederville.

Those related to sensitive design are shown below.

The key themes from conversations and ideas were brought into a word cloud below, and have led to the guiding principles alongside the spatial frameworks for the Leederville Town Centre vision.

These ideas and aspirations will be further explored and tested in the development of an Activity Centre Plan and Place Plan for Leederville Town Centre.





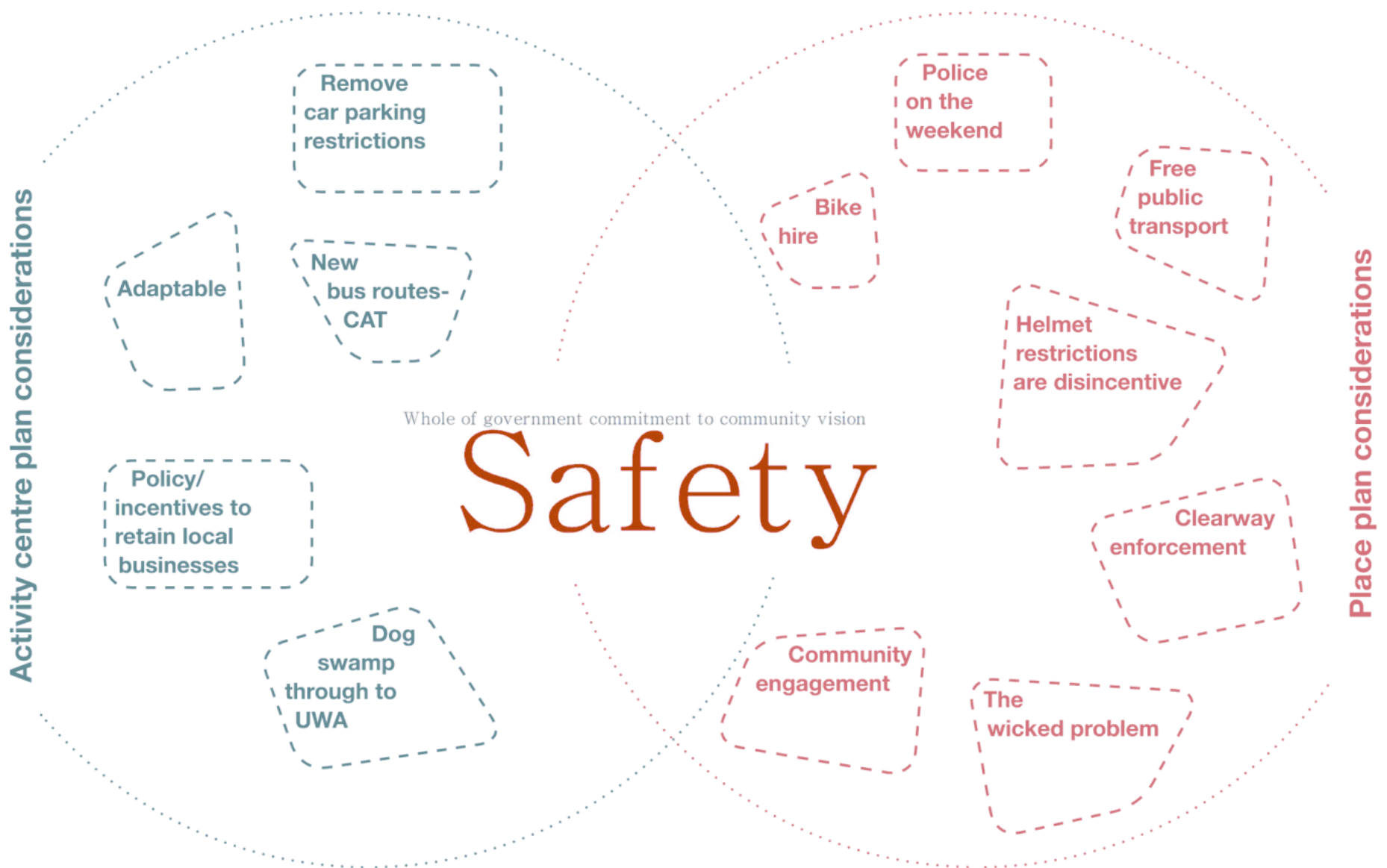
Innovative & Accessible

Through online engagement, a travelling gallery of ideas, and community workshops we collected a number of ideas and aspirations for the future of Leederville.

Those related to innovative and accessible are shown below.

The key themes from conversations and ideas were brought into a word cloud below, and have led to the guiding principles alongside the spatial frameworks for the Leederville Town Centre vision.

These ideas and aspirations will be further explored and tested in the development of an Activity Centre Plan and Place Plan for Leederville Town Centre.



Enhanced Environment



Accessible City



Connected Community



Thriving Places



Sensitive Design



Innovative & Accountable



WHERE DO WE WANT TO BE?

The community of Vincent and Leederville have previously engaged in a consultative process of imagination. Through “Imagine Vincent” the community, stakeholders and Council articulated their expectation for industry leading planning and design outcomes, through the themes shown below.

Design Leederville continued the conversation, and included community workshops and a gallery of ideas to interpret these themes specifically within the Leederville Town Centre.

The following pages present the outcomes of Design Leederville as a strategic vision. The vision presents the community’s innovative ideas for the future that will be further explored and tested in the development of an Activity Centre Plan and Place Plan. The vision also identifies key elements of Leederville’s future form and function – focused on the form of public spaces, and the scale and character of the built form.

THEMES

<p>Enhanced Environment</p>	<p>Accessible City</p>	<p>Connected Community</p>	<p>Thriving Places</p>	<p>Sensitive Design</p>	<p>Innovative & Accountable</p>
<p>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.</p>	<p>We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.</p>	<p>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.</p>	<p>Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.</p>	<p>Design that ‘fits in’ to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.</p>	<p>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.</p>



Character and Function

Leederville Town Centre is formed by a collective of functional areas that contribute specific form and flavour, creating a thriving place of unique character that integrates into its surrounding neighbourhoods.

Guiding Principles

- Green
- Walkable
- Family Friendly
- People Oriented
- Reflective of Character and Heritage
- Adaptable
- Safe

PUBLIC REALM

- Key Pedestrian Connectors
- Shared space treatment
- Public Open Space
- Shared Spaces
- Active Green Links
- Opportunistic Active Green Links
- Local Access
- Key Connectors (Regional)
- Key Connectors (Local)
- Connectors
- Existing public parking, future development to integrate public parking.

PRECINCTS

- Village
- Urban Frame
- City Scape
- Suburban
- Community and Education





Character and Function

Leederville Town Centre is formed by a collective of functional areas that contribute specific form and flavour, creating a thriving place of unique character that integrates into its surrounding neighbourhoods.



Village

The heart of Leederville. An urban form that respects the existing character of the area, with an active streetscape and human scale intensity. It is recommended that development controls encourage retail, food and beverage

on ground floor, office and retail at podium level, with modest apartment living above in a manner that maintains the openness of the existing streetscape and a village look and feel.

Urban Frame

Creating vibrancy through people. A medium intensity urban environment, that supports apartment living and office development supporting a thriving day and night economy for Leederville.

Development controls will manage the transition between the urban frame and village, promote ground floor vibrancy, and facilitate a gradual increase of height from Vincent Street towards the City.



Cityscape

Overlooking the freeway, and located away from the unique, valued character areas of Leederville, high density development creates incentives for social infrastructure and unique public spaces delivered through private development. The intensity of apartment living, office development, and active ground floor uses supports the thriving day and night economy of Leederville.

Development controls are recommended to focus on human scale podium development

and well designed towers that brings the urban flavour of Leederville into this precinct. It is recommended that additional controls for Cityscape buildings along the southern edge of Oxford Street provide an integrated edge to the village heart.

Increased development potential provides longer term opportunity to integrate buildings and train station access.

Community and Education

An integrated civic, community and education precinct providing a diversity of recreational, social, residential and civic services for the community. Future redevelopment will look to better integrate the relationship between Loftus Centre and Leederville Oval, and create legible pedestrian and cycle linkages within and through the precinct.

Maintaining a diversity of uses for a diverse community. Existing educational facilities are recognized within a hub of learning, recognizing the importance of diverse use and activity to provide an activated, intergenerational place.



Suburban

Maintaining character and providing opportunities for alternative forms of housing in Leederville, not just apartments.

Within the lower range of medium density controls, townhouses, villas, and retained single houses provide for diversity of living opportunities in proximity to Leederville's thriving centre.



Public Realm

A diversity of public spaces connect the community physically and emotionally to their place.

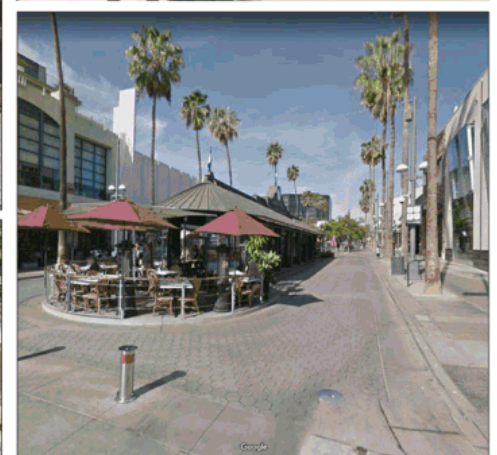
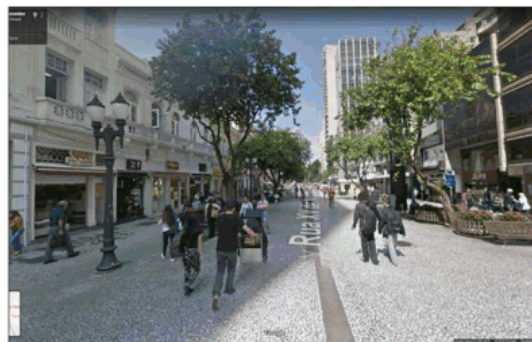


Movement links create a journey of experience within and between the precincts of Leederville and into the localities that surround.

Road design prioritises and welcomes pedestrians and cyclists.

The public realm provides the green infrastructure of Leederville: an urban forest with community gardens. Streets are green, with additional trees expanding Leederville's urban forest canopy.

Public spaces support intergenerational use and enjoyment.



"Leederville Town Centre has a unique character. Oxford Street, its traditional shopping street running through the town centre, has seen continuous trade since the late 1800's. and has served the local community continuously for 100 years.

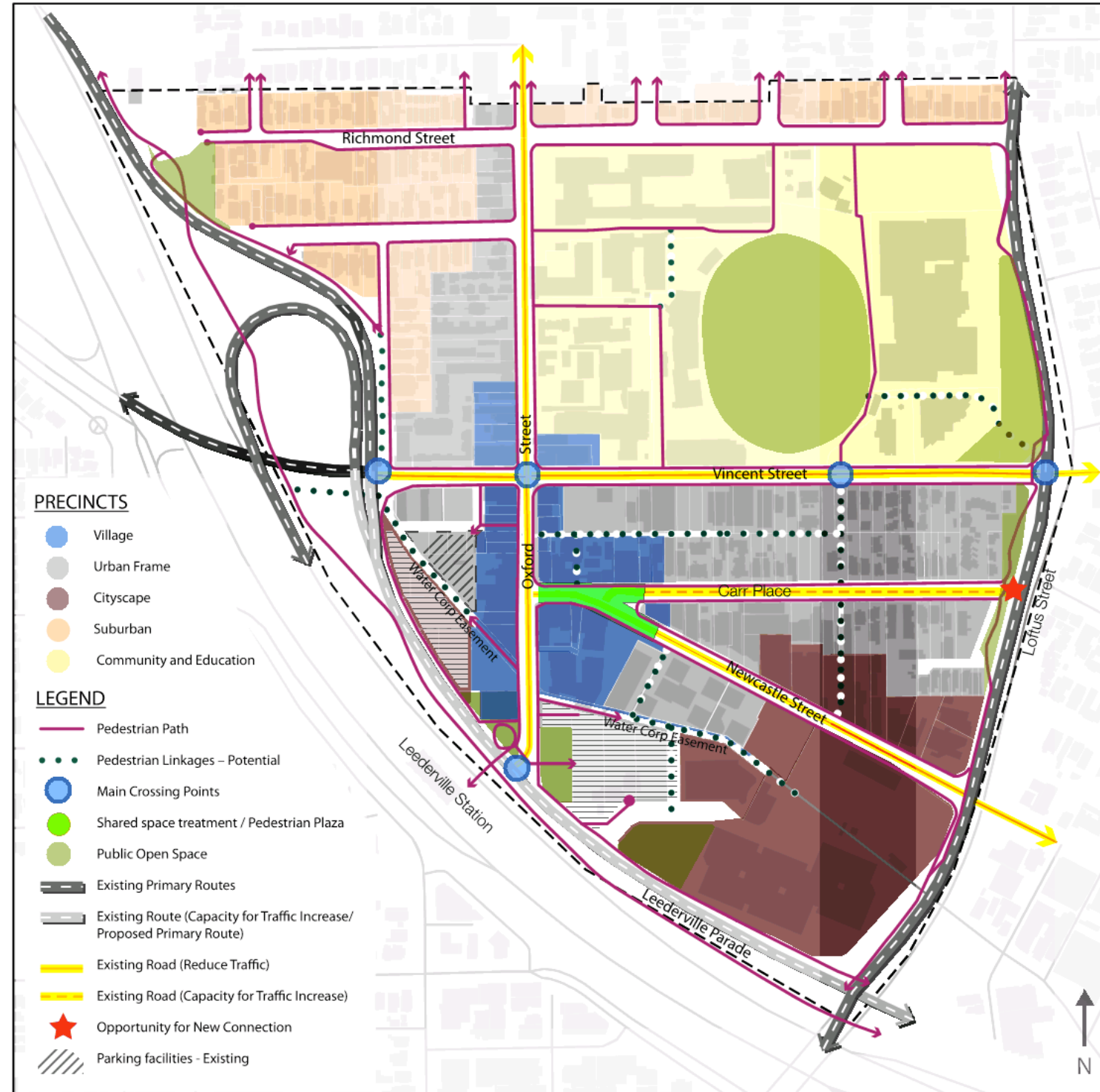
Leederville's character derives from the working class origins of the local community. Many of the humble workers' cottages remain, while local icons such as some Oxford Street shop fronts, the Leederville Hotel and the Luna Cinema are essentially unchanged.

The construction of the Mitchell Freeway cut Oxford Street off from the city of Perth, and during the 1970's and 1980's Leederville Town Centre lost much of its energy. This was a momentary pause, for the construction of the Perth to Joondalup train line and the Leederville station during the 1990's reconnected Leederville to the CBD.

Unlike some of the more gentrified areas of Perth's inner city ring, Leederville has retained a grungy working class feel and has developed a unique, vibrant and youthful atmosphere."

Leederville Masterplan Built Form Guidelines 2012

PRECINCT AND CONTEXT PLAN





Enhanced Environment

What do we want to achieve?

- Solar and daylight access to public and private open spaces;
- Minimise heat gain and glare;
- Retain existing and healthy trees;
- Improve tree canopy;
- Improved landscaping outcomes for new developments; and
- Increased tree planting along streetscapes.

What will we do to achieve it?

- Include provisions and incentives to:
 - Optimise solar access;
 - Incorporate shading and glare control;
 - Retain trees; and
 - Facilitate improved landscaping outcomes.
- Utilise Water Corporation easements and drainage channel for green and pedestrian links;
- Implement the actions of the City's Greening Plan in the Town Centre; and
- Water Sensitive Urban Design (WSUD) mechanism to assist the drainage.

ENHANCED ENVIRONMENT:



Village precinct

What do we want to achieve?

- ◆ Maximised solar and daylight access; and
- ◆ Planting of appropriate trees in suitable locations that is conducive to tree growth.

What will we do to achieve it?

- Identify and protect appropriate existing trees having regard to canopy growth as well as overshadowing impact to private and public open spaces;
- Promote the use of both soft and hard landscaping treatments towards shading and glare control; and
- Create public spaces on City landholdings which are flexible, attractive, have good amenity and support opportunities for social interaction between people.

Urban Frame precinct

What do we want to achieve?

- ◆ Improve tree canopy (long term) to offset reduction of tree canopy from pre-development condition.

What will we do to achieve it?

- Incentivise landscaping treatment for new developments.

Cityscape precinct

What do we want to achieve?

- ◆ Reduce urban heat effect created by large carpark areas.

What will we do to achieve it?

- Investigate improvement of tree canopy (long term) at large car parking spaces and alternative trafficable surfaces (e.g. permeable surfaces which allow for stormwater drainage and deep root soil area for trees).

Suburban precinct

What do we want to achieve?

- ◆ Improve tree canopy (long term) to offset reduction of tree canopy from pre-development.

What will we do to achieve it?

- Application of deep soil area criteria as per section 5 – residential of Policy No. 7.1.1: Built Form.

Community and Education precinct

What do we want to achieve?

- ◆ Promote public open space utilisation; and
- ◆ Walking trails which have educational and high amenity value.

What will we do to achieve it?

- Improved utilisation of precinct for private and public purposes; and
- Promote the creation of pedestrian linkages which have both educational and amenity values for the precinct. Furthermore, pedestrian linkages to improve walkability between precincts.



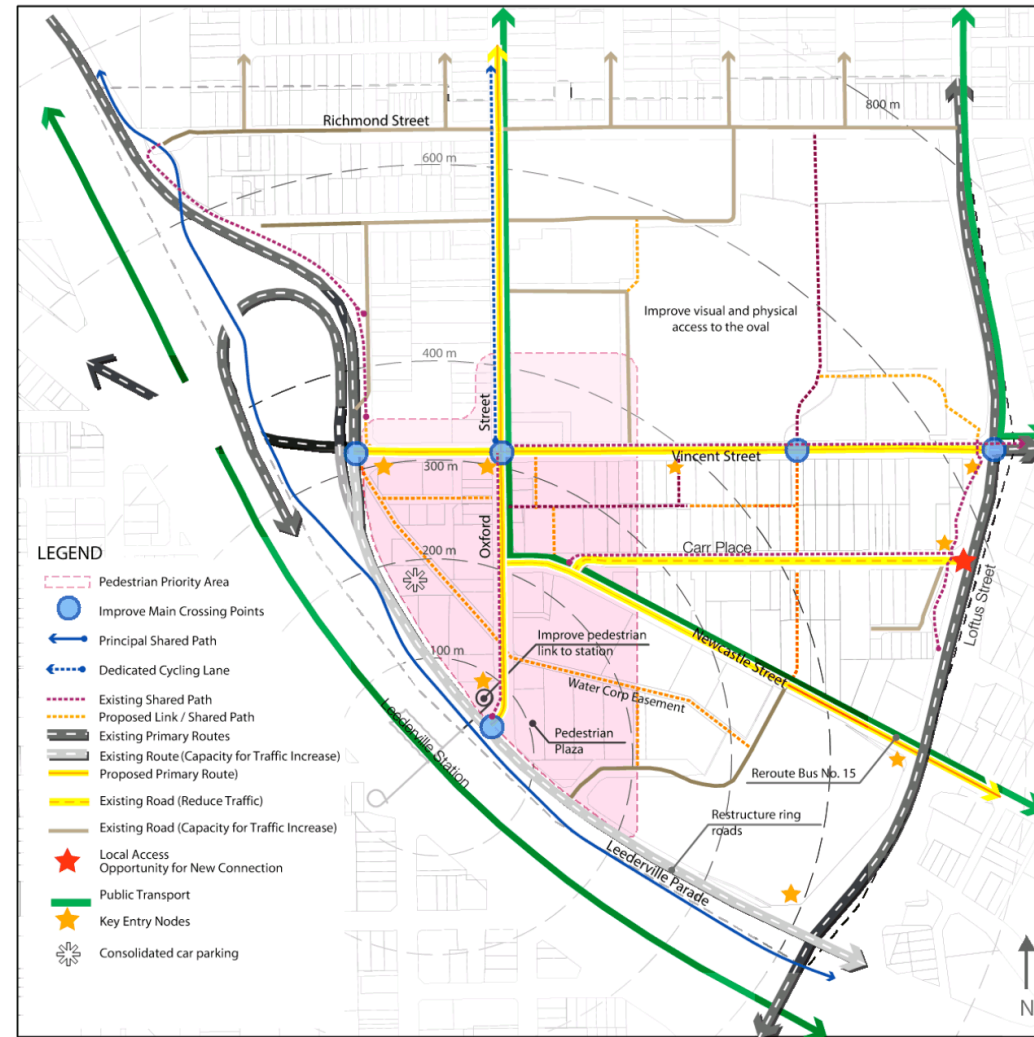
What do we want to achieve?

- Walking and cycling prioritised; and
- Improved links between the Leederville train station, public bus routes and all precincts.

What will we do to achieve it?

- Improve pedestrian and cyclist amenity along key routes with a convenient, comfortable, safe and connected network;
- Reduce vehicle priority and speeds along key pedestrian networks;
- Reinforce key entry points to the centre; and
- Include provisions and incentives to:
 - Include end of trip facilities within new developments.

ACCESSIBLE CITY:



Village precinct

What do we want to achieve?

- ◆ Prioritisation of pedestrians and cyclists along Oxford Street, Vincent Street and the intersection of Carr Place and Newcastle Street;
- ◆ Enhance existing laneways, pedestrian arcades and back-of-house areas; and
- ◆ Improve pedestrian access across problematic intersections including at the corner of Loftus Street x Leederville Parade, entrance to the Water Corp land from Loftus Street and corner of Loftus Street x Newcastle Street.

What will we do to achieve it?

- Investigate reconfiguration of Oxford Street to increase pedestrian and cycle network priority through reduced road pavement, widened footpaths, pedestrian priority at cross intersections, improved lighting and additional street tree planting (Refer to Page 6);
- Work with the State Government and Town of Cambridge to implement improvements to key pedestrian links from Leederville Station to the Village precinct core including an audit against the relevant disability discrimination act to assess the access conditions;
- Provision of improved lighting, landscaping and active facades / surveillance;
- Investigate problematic intersections and implement road network improvements to prioritise non-vehicular movement by addressing and implementing measures to reduce delay; and
- Investigate the permanent rerouting of Bus No. 15 which is currently redirected every time the Village Square is closed to vehicular traffic as a precursor to closing off local roads central to the Village precinct from vehicles in the future.

Urban Frame precinct

What do we want to achieve?

- ◆ Less vehicles and traffic on Oxford Street, Vincent Street and Newcastle Street;
- ◆ To provide a clear and logical vehicle network and hierarchy whilst encouraging a shift to other modes of transport;
- ◆ Strengthen north-south linkages to improve pedestrian legibility through the precinct; and
- ◆ Car parking that is easy to find and access whilst having minimal disruption to pedestrians, cyclists and public transport.

What will we do to achieve it?

- Implement pedestrian priority improvements;
- Investigate quality of Oxford Street, Vincent Street and Newcastle Street and implement pedestrian infrastructure improvements such as widening footpaths, pedestrian priority and intersections, improved lighting and additional street tree planting;
- Encourage new developments to provide laneway access or consolidate existing points of access to minimize vehicle crossovers and movements on Oxford Street, Vincent Street and Newcastle Street;
- Consolidate car parking facilities at strategic locations which are accessible from primary routes / ring roads in order to maximise pedestrian and cyclist safety within the Precinct;
- Upgrade existing and create new laneways and green links where pedestrian and cyclist activity and movement is desired;
- Investigate the implementation of maximum car parking rates rather than minimum for all developments within the precinct; and
- Potential to open Carr Place onto Loftus Street.

Cityscape precinct

What do we want to achieve?

- ◆ Development that allows for pedestrian movement through the precinct as opposed to creating a barrier; and
- ◆ New developments which provide suitable end of trip facilities.

What will we do to achieve it?

- Redevelop the water Corporation drain to create green linkages as it cannot be built on; opportunity to create green linkages to improve access throughout the precinct and beyond to Lake Monger;
- Classify Leederville Parade and Loftus Street to function as the primary vehicle access routes into the precinct; and
- Investigate opportunity to create a pedestrian plaza at the southern end of Oxford Street. Remove barriers to better connect the community facilities with Oxford Street activities to enhance community connection and improve pedestrian movement through the area.

Suburban precinct

What do we want to achieve?

- ◆ Improved pedestrian amenity and safety; and
 - ◆ Reduce vehicle speeds.
- What will we do to achieve it?**
- Undertake an audit of pedestrian and cyclist infrastructure to determine where upgrades or repairs are required;
 - Undertake an audit of vehicle speeds to determine where traffic calming, verge tree pruning / replanting and other improvements are required; and
 - Provide traffic calming.

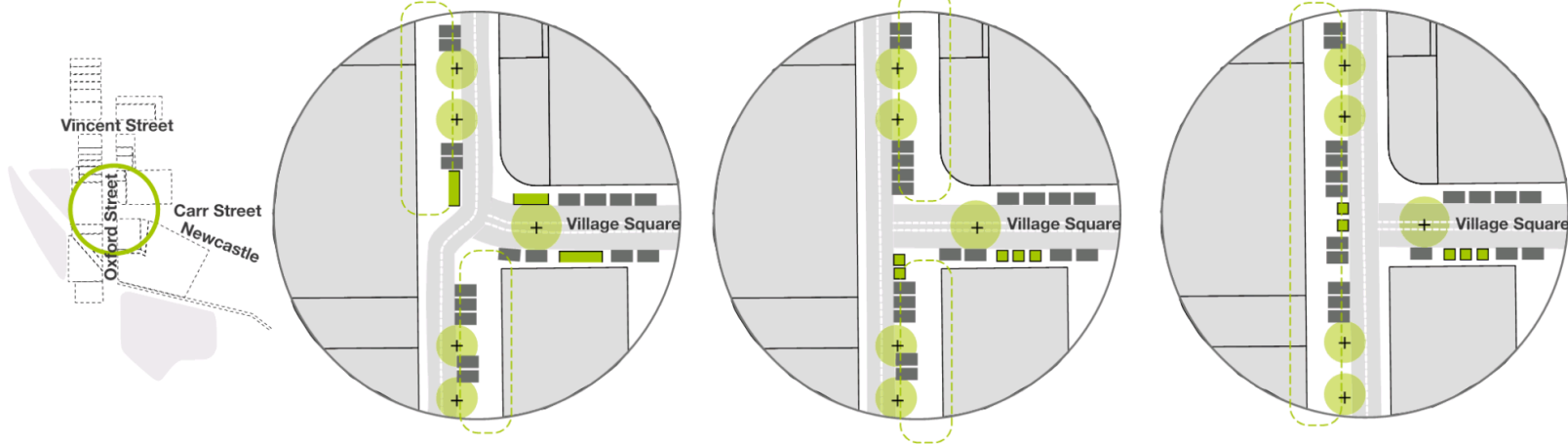
Community and Education precinct

What do we want to achieve?

- ◆ Improve pedestrian and cyclist access and permeability in and through the precinct.
- What will we do to achieve it?**
- Analyse the existing pedestrian and cyclist network and identify areas to improve shade cover, lighting and need to create continuous footpath linkages to and from the precinct; and
 - Install coordinated way-finding signage to direct pedestrians and cyclists to key destinations points within the precinct as well as directions to those outside of the precinct.



ROAD RESERVE CONFIGURATION OPTIONS



Background

Community members comprising local residents and business stakeholders have expressed a desire to close Oxford Streets to vehicular traffic. However, counter-arguments have been raised questioning whether the Centre is mature enough to be able to support a closure which may result in adverse side effects to current levels of safety and servicing within the area.

In order to improve upon the existing car-centric road layout which is fundamentally constrained by the central landscape median, it is recommended that the City explore new road, parking and pedestrian network design options consistent with latest urban design principles.

The following options present some 'mid-life' ideas and opportunities for testing in the lead-up to the closure of Oxford Street:

Option A

- Vehicular access limited to eastern and/or western half of the existing road reserve. Design can vary this to add interest as well as traffic-calming to the road network.
- Existing parallel parking bays converted to perpendicular bays and the existing central landscape median and footpath to contain street furniture and parklets.
- Traffic calming options to be implemented and vehicle speeds reduced and sign-posted to emphasise pedestrian focus.
- Pedestrian pathways on both sides of the street.
- Vehicular access on the west an east creates both morning and afternoon-focused pedestrian space relative to solar / daylight access.

Option B

- Vehicular access limited to western side of street only.
- Existing parallel parking bays converted to perpendicular bays and the existing central landscape median and footpath to contain street furniture and parklets.
- Vehicular access on the west creates an afternoon-focused pedestrian space relative to solar / daylight access.

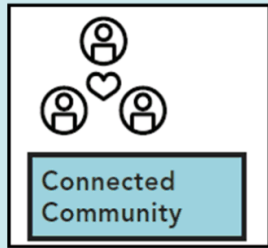
Option C

- Vehicular access limited to eastern side of street only.
- Existing parallel parking bays converted to perpendicular bays and the existing central landscape median and footpath to contain street furniture and parklets.
- Vehicular access on the east creates a morning-focused pedestrian space relative to solar / daylight access.

Parklet
 Parking

"Parklet" - Parklets are re-purposed parking bays which are designed to create spaces for pedestrian activity. Parklet setups could contain things like seating, tables, greenery and bike parking facilities. Parklets are public spaces for the community to enjoy.

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Connected Community

What do we want to achieve?

- Opportunities for events, festivals, markets and activities to support a vibrant and activated town centre;
- A place that caters for all members of the community;
- Mix of land uses within the centre that supports a broad range of age groups from youth to aging population;
- Places to play, relax and be entertained;
- A centre that facilitates aging in place and one which caters for a range of care needs; and
- A sense of place.

What will we do to achieve it?

- Undertake an audit against the relevant disability discrimination act to assess the access conditions within the precinct;
- Encourage growth of existing facilities;
- Develop a suite of public art and furniture based on a "Leederville Palette" that strengthens the identity of the Precinct and makes it unique; and
- Encourage interest from leading aged care providers for the development of a premium aged care facility.

CONNECTED COMMUNITY:



LEGEND

- Existing Library
- Consolidated Civic Precinct
- Integrated Public Space
- Streetscape and Street Furniture Improvement
- Expand Village Square
- Community Garden
- Activation Opportunity
- Public Open Space

Village precinct

What do we want to achieve?

- ◆ A thriving town centre and civic core; and
- ◆ Multi-functional spaces which cater for both private and public events.

What will we do to achieve it?

- Explore ways to celebrate the culture and history of Leederville through public arts and events within the precinct;
- Encourage activities and events which are focused around Luna Cinema which promote its history and significance to Leederville;
- Implement streetscape and street furniture improvements in key public spaces to increase lingering time; and
- Implement streetscape improvements that enhance the public realm and footpath / verge dining areas.

Urban Frame precinct

What do we want to achieve?

- ◆ A high level of pedestrian priority along the key routes with reduced vehicle dependence; and
- ◆ A thriving day and night economy that caters for all demographics.

What will we do to achieve it?

- Investigate the relocation of the public library closer to Leederville Station and/or public transport nodes;
- Consider opportunity to create a community hub that combines existing facilities such as the YMCA HQ, Skate park, Oxford Street Reserve playground and plaza with a relocated public library to create an area to connect the young and old;
- Investigate opportunities to better integrate the existing skate park with public spaces;
- Promote affordable housing and universal design into both existing and new developments;
- Encourage the development of community based hubs, co-working spaces as well as community gardens; and
- Undertake an audit of pedestrian thoroughfares against CPTED principles and implement improvements where necessary.

Cityscape precinct

What do we want to achieve?

- ◆ Best practice with regard to end of trip facilities, universal design as well as diversity in the workplace; and
- ◆ A thriving day and night economy that caters for all demographics.

What will we do to achieve it?

- Investigate opportunities to integrate private land with the public realm;
- Incentivise new developments as well as existing businesses to provide facilities and spaces which are universally accessible and which provide a high quality riding environment; and
- Utilise spaces for the purposes of public events which promote inclusiveness of both community and business enterprises.

Suburban precinct

What do we want to achieve?

- ◆ A diverse population;
- ◆ Adaptable housing that meet the needs of various family types as well as allowing for aging in place; and
- ◆ Safe suburban streets for children to play.

What will we do to achieve it?

- Provide broader housing choices for families, singles, older people and multi-generational families; and
- Prepare and implement strategies and a planning framework which encourages diversity in housing and affordability.

Community and Education precinct

What do we want to achieve?

- ◆ A range of public and civic spaces that promote community gathering and integration; and
- ◆ A range of events which cater for both young and old.

What will we do to achieve it?

- Improve infrastructure to encourage public events and artistic displays while linking them back to the community groups in education precinct; and
- Facilitate existing facilities such as TAFE and SIDE to hold events which create opportunities for both young and old to be involved.



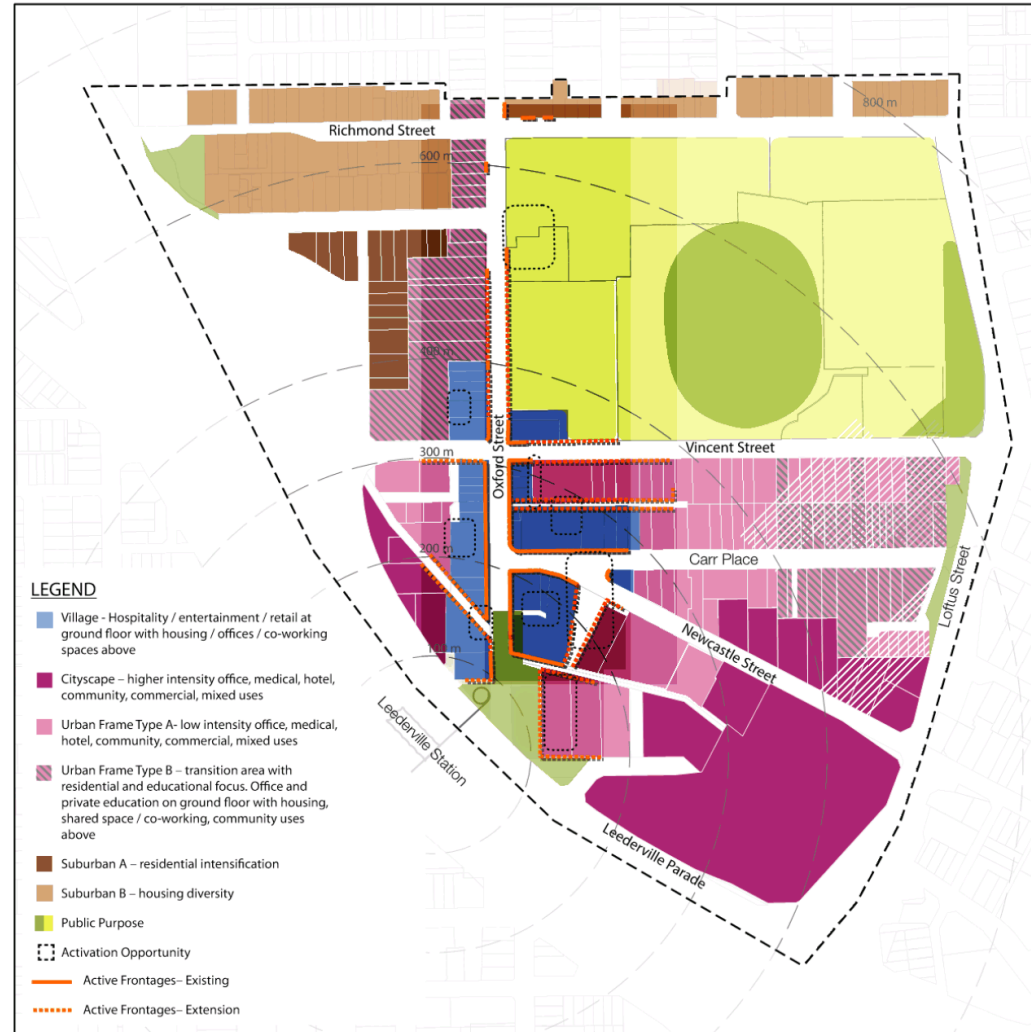
What do we want to achieve?

- Protection of the heritage character of the traditional housing stock whilst identifying opportunities and demand for residential living;
- Expansion of the community and education options that currently exist;
- A critical mass of residents, visitors and workers to support new and enhanced retail and community offerings; and
- A centre that facilitates aging in place and one which caters for a range of care needs.

What will we do to achieve it?

- Encourage higher residential densities within precincts outside of the suburban and urban frame precinct;
- Encourage community events and festivals within the Centre;
- Increase the resident and employment population across the entire Centre to create critical mass; and
- Encourage interest from leading aged care providers for the development of a premium aged care facility.

THRIVING PLACES:



Village precinct

What do we want to achieve?

- ◆ The expansion of the food / dining / entertainment options whilst maintaining the traditional streetscape and built form of the commercial strip; and
- ◆ Improved non-vehicular legibility in and out of the Village core.

What will we do to achieve it?

- Encourage day and night-time economy with a focus on food, dining and entertainment uses.
- Improved pedestrian connections, creation of new 'green' linkages, active frontages and improved interface between the Village and Urban Frame precincts;
- Facilitate the future expansion of the Village Precinct to provide any extended offer and improved integration into Oxford Street, Vincent Street and the intersection of Carr Place and Newcastle Street. Integration improvements should focus on the growth of existing and new linkages into and out of the Village centre with active frontages and high quality built form;
- Investigate opportunities to activate 'back of shop' areas within the Village Centre through temporary and permanent uses; and
- Implement streetscape improvements within the Village Precinct to create streetscapes compatible with the pedestrianisation of the centre and focus away from cars and car parking.

Urban Frame precinct

What do we want to achieve?

- ◆ The retention of character buildings whilst accommodating appropriate land use change that is cognisant of adjoining residential uses; and
- ◆ Low intensity mixed-use developments such as ground floor office and retail with residential above as a means of activating the street level.

What will we do to achieve it?

- Prepare and implement planning scheme and local planning policy changes to provide office and low-scale retail development at ground and podium levels within the Urban Frame Precinct;
- Office uses most likely to be of a smaller scale, catering for the needs of local businesses rather than larger corporations;
- Investigate the redevelopment of under-utilised land such as the Avenue Car Park, Frame Court and Oxford St Reserve for community-focused uses such as a fresh food precinct (e.g. gourmet and multicultural food retailing, cooking classes etc); and
- Support the need for a greater diversity of housing choice and types within the Urban Frame precinct.

Cityscape precinct

What do we want to achieve?

- ◆ Businesses with a large workforce on existing larger development sites which will boost the local employment population within the precinct and act as land use anchors; and
- ◆ Encourage uses which complement and support the precinct such as office, medical, hotel and higher density residential.

What will we do to achieve it?

- The precinct's proximity to Leederville Train Station warrants investigation of opportunities to attract large corporate offices and Government agencies, many of which have internal policies relating to the use of public transport. Large office developments will provide a significant boost for local businesses; and
- Prepare and implement planning scheme and design guideline changes to deliver innovative and contemporary design development that embraces local stories, materiality and heritage.

Suburban precinct

What do we want to achieve?

- ◆ The retention of heritage listed and character rich dwellings whilst accommodating a changing population and demographic that caters to families, singles, older people and multi-generational families.

What will we do to achieve it?

- Encourage the retention of heritage-listed and character rich dwellings through the allowance of development variations and other incentives (e.g. rate discounts); and
- Support the need for a greater diversity of housing choice and types within the Suburban precinct.

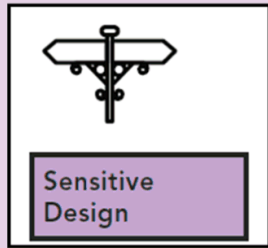
Community and Education precinct

What do we want to achieve?

- ◆ A vibrant community and educational precinct which caters to the needs of existing and future populations; and
- ◆ Additional community events and festivals within the precinct.

What will we do to achieve it?

- Investigate community and educational facilities that could be located within the precinct that will support the existing facilities and the needs to an increasingly diverse population;
- Provide for a stronger civic and community presence, starting with existing facilities; and
- Develop a program of additional community events and festivals to occur both within and outside of the precinct in existing streets and public spaces



What do we want to achieve?

- Development which is sensitively designed to respect the existing character of the town centre;
- Heritage character with modern built form;
- Height and density which is sensitive to human scale;
- Suitable levels of noise;
- Great design outcomes; and
- Development which considers water table constraints.

What will we do to achieve it?

- Provide Design Review;
- Provide Design Guidance; and
- Guidance for development to consider water table issues and produce quality outcomes.

SENSITIVE DESIGN:



Village precinct

What do we want to achieve?

- ◆ Celebrating and enhancing the character and activity of existing shopfronts; and
- ◆ High character value of Oxford Street.

What will we do to achieve it?

- Maintain the character and activity of existing shopfronts;
- Establish guidelines and provisions for the design of shop fronts – maintaining traditional facades and enhancing new facades;
- Establish a human scale for height on Oxford street south of Vincent St to maintain a sense of openness whilst allowing sensitive design for renewal of buildings;
- Maintain awnings and shade structures along high pedestrian activity streets;
- New buildings should be adaptable to allow for agile changes to land use;
- Opportunity to allow for limited upper storey development in the Village Precinct however, these must be set back sufficiently to maintain the heritage character and human scale of the precinct; and
- Ensure heritage listed properties are protected and enhanced.

Urban Frame precinct

What do we want to achieve?

- ◆ Retention of the character of traditional streetscapes; and
- ◆ A pedestrian friendly network complemented by green links and corridors.

What will we do to achieve it?

- Redevelopment of heritage and character properties should adequately respond to the existing built form values i.e. certain mitigation measures or supporting infrastructure;
- Retention of heritage and character properties should be embraced where possible (through an established mechanism); and
- Incentivise the ceding of land for the purposes of pedestrian and/or green links and corridors.

Cityscape precinct

What do we want to achieve?

- ◆ Development intensity that maximises site opportunities created by locational attributes; and
- ◆ A sustainable and innovative design outcome.

What will we do to achieve it?

- Allow for innovative and contemporary design which embraces the local stories and heritage that characterise Leederville;
- Develop design guidelines to encourage private developments to interface with the public realm, not close them off;
- Institute a mandatory design review process for all significant developments;
- Opportunity for a sustainable design precinct, showcasing potential innovations; and
- Investigate redevelopment opportunities for City owned parking/ landholdings.

Suburban precinct

What do we want to achieve?

- ◆ Maintain the character of existing residential streets; and
- ◆ High character value of suburban streets with heritage or character buildings should be retained through limiting building scale.

What will we do to achieve it?

- Ensure established streetscape character is identified and protected; and
- Establish a set of unique development guidance / design guidelines that maintain traditional streetscapes.

Community and Education precinct

What do we want to achieve?

- ◆ Community and educational opportunities which complement existing uses; and
- ◆ Legible walking environment which connects, rather than dissects, the precinct.

What will we do to achieve it?

- Maintain and attract further community and education opportunities which add value to the local community;
- Improve sight lines up to the oval from Vincent Street, and between the oval and Loftus Rec Centre; and
- Establish new green links and pedestrian thoroughfares in and around the precinct.

**What do we want to achieve?**

- ◆ Stronger accountability and accessibility;
- ◆ Transparency in assessment and decision making;
- ◆ Collaboration and communication between the community, private industry, town teams and government; and
- ◆ Financial sustainability.

What will we do to achieve it?

- Set in place a clear set of indicators to allow performance to be monitored, measured and improved on a continuous basis;
- Improve transparency and accountability to the community and other levels of government;
- Streamline planning processes and timeframes;
- Consolidate policy goals and objectives, and produce an up to date and agile framework;
- Streamline planning processes through consolidating the planning framework (e.g. Activity Centre Plan, Place Plan and Leederville Oval Master Plan) and setting timeframe targets;
- Implement clear project development and operational governance.
- Allocate appropriate resources and administration;
- Investigate School catchment guidelines and policy frameworks (e.g. relate to where a person works rather than just relating to the primary place of residence). Ongoing dialogue with key stakeholders can modify this Activity Centre Plan before, during and after final adoption; and
- Proposals should be reviewed every five years to see if benefits are being delivered.

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LEEDERVILLE PRECINCT STRUCTURE PLAN



CITY OF VINCENT

Leederville Precinct Structure Plan

City of Vincent

Endorsement Page

This precinct structure plan is prepared under the provisions of the City of Vincent Local Planning Scheme No. 2.

It is certified that this structure plan was approved by resolution of the Western Australian Planning Commission on:

Signed for and on behalf of the Western Australian Planning Commission:

an officer of the Commission duly authorised by the Commission pursuant to section 16 of the *Planning and Development Act 2005* for that purpose, in the presence of:

_____ Witness

_____ Date

_____ Date of Expiry

DRAFT

Leederville Precinct Structure Plan

City of Vincent

Table of Amendments

Amendment No.	Summary of the Amendment	Amendment type	Date approved by WAPC

DRAFT

Leederville Precinct Structure Plan

City of Vincent

EXECUTIVE SUMMARY

This precinct structure plan

Item	Data	Structure Plan Ref (section no.)
Total area covered by the structure plan	66.6 hectares	
Area of each land use proposed	Hectares	Lot Yield
• Residential R40	4.7	
• Residential R60	5.6	
• Residential R80	3.4	
• Commercial	2.9	
• Mixed Use	13.6	
Total estimated lot yield		
Estimated number of dwellings	1,528	
Estimated residential site density	60 dwellings per hectare	
Estimated population	3,175	
Number of high schools	0	
Number of primary schools	0	
Estimated commercial floor space	13.45ha net lettable area	
Estimated area and percentage of public open space given over to:		
• Regional open space	0.6 hectares	
• District open space	0 hectares	
• Neighbourhood parks	4.7 hectares 1 park	
• Local Parks	0.9 hectares 5 parks	
Estimated percentage of natural area	Nil.	

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Leederville Precinct Structure Plan

City of Vincent

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PART

1

IMPLEMENTATION

DRAFT

1 Precinct Structure Plan Operation

The Leederville Precinct Structure Plan shall apply to the area shown on Plan 1 – Structure Plan. Plan 1 – Structure Plan outlines the zones, residential density, reserves and new roads that apply within the Leederville Precinct.

The Leederville Precinct Structure Plan comes into effect on the date it is approved by the Western Australian Planning Commission. The Leederville Precinct Structure Plan is to be read in conjunction with the City of Vincent Local Planning Scheme No. 2 (the Scheme). Where any provision of the Leederville Precinct Structure Plan conflicts with the Scheme, the Scheme prevails.

Development of the precinct is detailed in stages outlined in Part 2 Explanatory Report.

2 Vision and Objectives

The Vision for the Leederville Precinct is:

A thriving, connected and sustainable local village that showcases and preserves its rich cultural and natural elements.

2.1 General Objectives

The general objectives apply across the entire precinct and relate to each of the themes within the Strategic Community Plan 2018 – 2028.

 <div style="background-color: #2e8b57; color: white; padding: 2px; text-align: center; font-weight: bold;">Enhanced Environment</div>	<ol style="list-style-type: none"> 1 Retain and increase tree canopy. 2 Include high quality landscaping in new developments. 3 Provide public open space to meet the future needs of the precinct.
 <div style="background-color: #ffcc00; color: black; padding: 2px; text-align: center; font-weight: bold;">Accessible City</div>	<ol style="list-style-type: none"> 4 Prioritise pedestrians; followed by cyclists; followed by public transport users; followed by people who choose to drive. 5 Prioritise pedestrian, cycling and public transport users' safety and efficiency. 6 Provide a variety of land uses around public transport nodes. 7 Facilitate a mode shift away from private vehicles. 8 Improve access into and around the precinct. 9 Improve public transport patronage.
 <div style="background-color: #0070c0; color: white; padding: 2px; text-align: center; font-weight: bold;">Connected Community</div>	<ol style="list-style-type: none"> 10 Provide spaces for events, festivals, markets and activities. 11 Build places to play, relax and be entertained. 12 Maintain and enhance community and education options.



Thriving Places

- 13 Activate street-facing shop fronts and offices.
- 14 Provide a diverse range of land uses and dwelling types to cater for all members of the community.
- 15 Achieve a critical mass of residents, visitors and workers to support new retail and community offerings.
- 16 Improve the quality, safety and comfort of the precinct.



Sensitive Design

- 17 Maintain daylight access to public and private open spaces.
- 18 Retain and enhance established character and heritage elements.
- 19 Scale and design buildings to respect and complement existing character.
- 20 Facilitate height and density that is sensitive to human scale.
- 21 Achieve exemplary design outcomes.



Innovative & Accountable

- 22 Conduct transparent and sincere assessment and engagement.
- 23 Respond to infrastructure and asset deficiencies.
- 24 Advocate for changes outside of the City's control.

2.2 Sub-Precinct Objectives

The Leederville Precinct is made of 8 sub-precincts shown on Plan 2, each with its own set of additional objectives as follows:

2.2.1 Village

The Village should be:

- a The primary activity core of Leederville.
- b The place where people come together.
- c Maintained as an area of both grungy and classical character.
- d Easy to get into and get around.
- e Bright and breathable, with plenty of natural shade.
- f Providing the key services and amenities for the area.

2.2.2 Urban Frame

The Urban Frame should be:

- a A medium to large-scale residential (Urban Frame Type B) and mixed use area (Urban Frame Types A and C).
- b Carefully designed to avoid impacts on existing neighbours.
- c An attractive and safe entry point to the core of Leederville for pedestrian, cyclists and vehicles.

- d Well-landscaped with lots of shade, green spaces and places to relax.

2.2.3 Cityscape

The Cityscape should be:

- a A place with mixed uses that complement each other.
- b The location for long-term development outcomes.
- c The place where landmark development shapes the Leederville skyline.
- d Designed to encourage public transport usage.
- e A showcase for sustainability and reuse.
- f A higher density mixed-use and residential area.
- g A key contributor to the success of the Village.

2.2.4 Suburban

The Suburban sub-precinct should be:

- a A predominantly low-scale residential area.
- b Respectful of existing dwellings and the desired streetscape.
- c Shady and green throughout.
- d A safe space for cyclists and pedestrians with low traffic volumes.
- e Designed to encourage neighbourly interaction.

2.2.5 Education and Civic

The Education and Civic sub-precinct should be:

- a The main education area in Leederville.
- b A growing sports precinct, focussing on sport for all people.
- c Home to a variety of complementary and ancillary land uses.

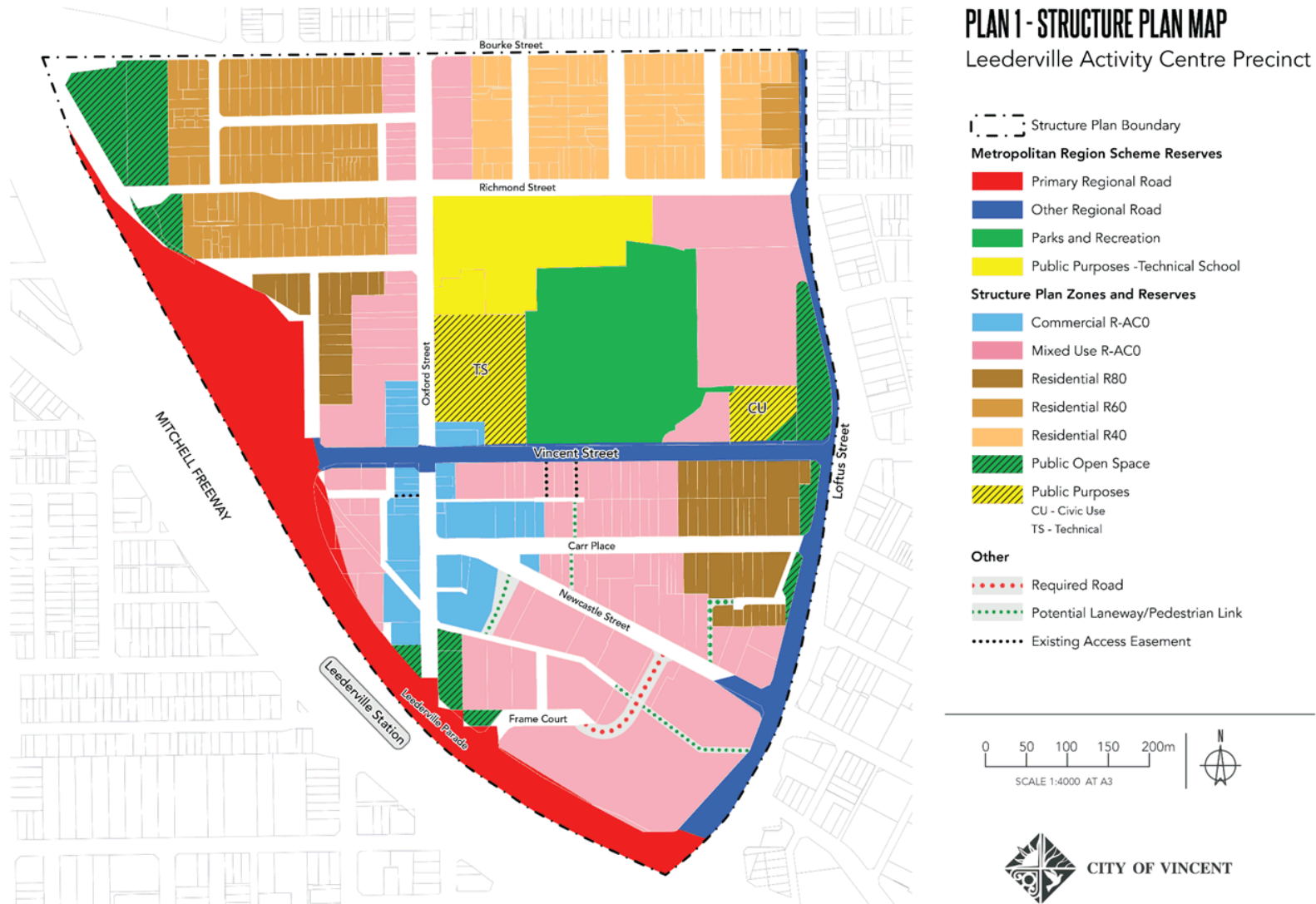


Figure 1 - Plan 1 Structure Plan Map

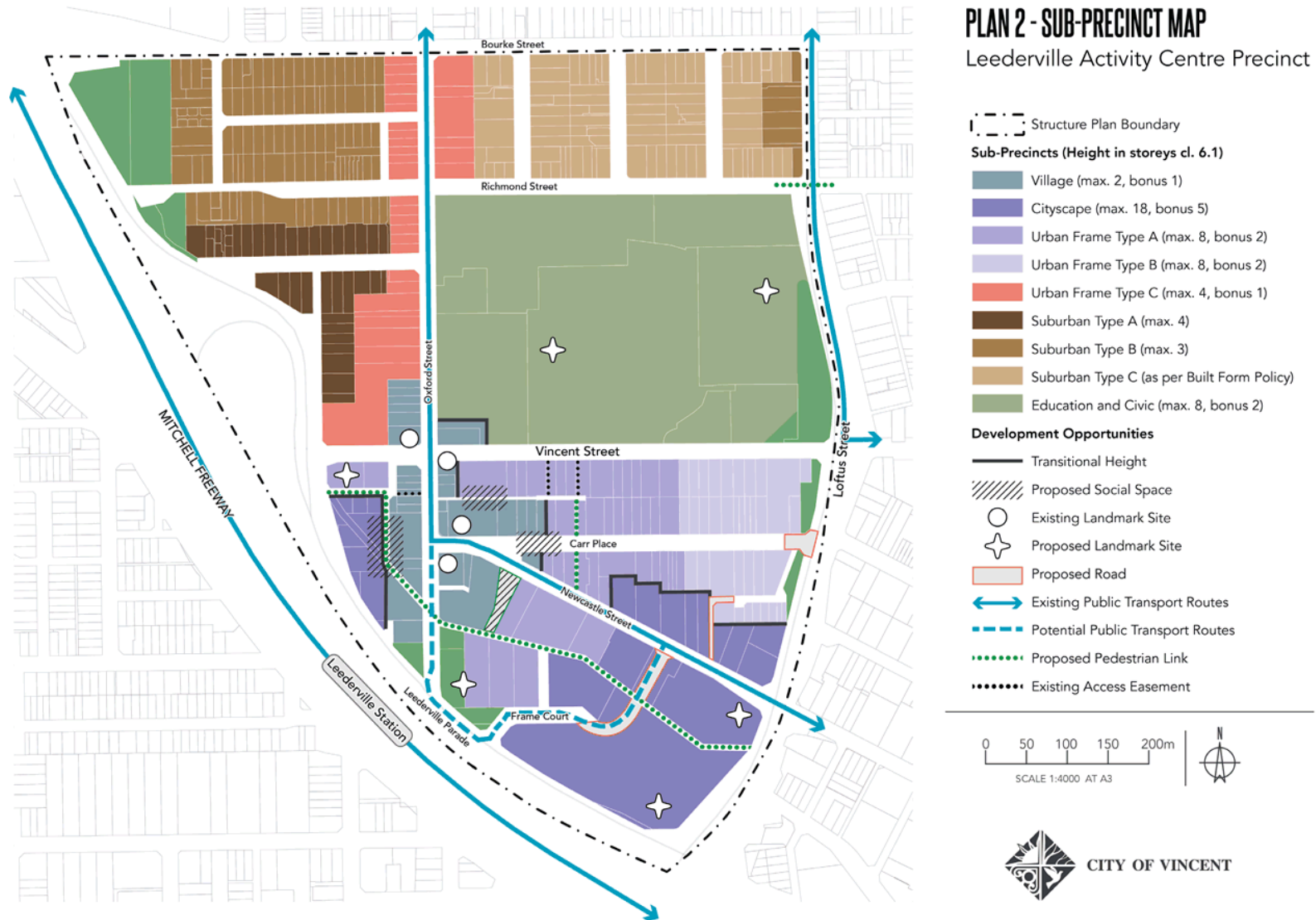


Figure 2 - Plan 2 Sub-Precinct Map

3 Land Use

Land use in the precinct will be in accordance with Table 1 – Zoning Table as set out in the Scheme.

When considering development applications for land uses that require approval, the decision maker shall have regard to the Objectives of this Precinct Structure Plan, in conjunction with objectives and provisions of the Scheme. The following table contains example land uses that would be considered to meet or not meet the Objectives in most cases.

Zone	Uses that would usually meet the Objectives	Uses that would usually not meet the Objectives
Commercial	Child Care, Cinema/Theatre, Consulting Rooms (upper floors only), Educational Establishment, Lunch Bar, Office (upper floors only), Short and Long-Term Residential (upper floors only), Restaurant/Café, Shop, Small Bar, Hotel.	Bulky Goods Showroom, Car Park, Clubs/Private Establishments, Fast Food Outlet, Fuel Depot/Service Station, Large Liquor Stores, Motor Vehicle Sales/Repair, Restricted Premises, Warehousing.
Mixed Use	Consulting Rooms, Lunch Bar, Office, Short and Long-Term Residential (except Single Dwelling), Restaurant/Café, Shop.	Aged Care, Fast Food Outlet, Large Liquor Stores, Small Liquor Stores, Motor Vehicle Sales/Repair, Single Dwelling, Small Bar, Tavern, Child Care Premises, Cinema/Theatre.
Residential	Short and Long-Term Residential, Child Care, Home Businesses.	Consulting Rooms, Restaurant/Café, Shop, Liquor Stores, Small Bars, Taverns.

4 Subdivision

Subdivision of land is generally not supported but may be appropriate in the following exceptional circumstances:

- a To realign lot boundaries without increasing the number of lots.
- b To protect and conserve places of cultural or natural heritage.
- c To allow for the provision of utilities and infrastructure.
- d To allow for improved safety or design of roads.
- e To satisfy a condition of development approval.

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- f To enable land assembly to facilitate a coordinated development outcome or community benefit.

4.1 Notifications on Title

All new lots within the area that are intended for noise sensitive land uses must incorporate a notification on the relevant certificate(s) of title pursuant to Section 70A of the *Transfer of Land Act 1893*. Notice of this notification is to be included on the diagram or plan of survey. The notification is to state as follows:

"The lot(s) is/are situated in the vicinity of a transport corridor and is/are currently affected, or may in future be affected, by transport noise".

All development must comply with the City's Policy No. 7.5.21 – Sound Attenuation.

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5 Development Requirements

Development in each of the sub-precincts shall be in accordance with the tables and provisions as follows.

5.1 General Requirements

These requirements are applicable to all sub-precincts. In addition to the general requirements, the provisions of Local Planning Policy 7.1.1 – Built Form (Built Form Policy) and State Planning Policy 7.3 – Residential Design Codes (R-Codes) apply.

To the extent of any inconsistency, a requirement in this section replaces the relevant provision of the R-Codes and the City's Built Form Policy.

5.1.1 Projections and Awnings

- a Minor projections as defined by the R-Codes are excluded from the maximum building height calculation.
- b Balconies may project into the setback area, provided that such a projection complies with privacy requirements of the R-Codes.
- c Weather protection along footpaths adjoining commercial and mixed use buildings shall be provided in the form of awnings and satisfy the following requirements:
 - The weather protection will be integrated with the building design;
- d Variation to weather protection requirements may be considered where:
 - The weather protection shall be permanently fixed and shall be constructed of durable materials that provide sun and rain protection;
 - The weather protection shall project a minimum horizontal depth of 2.4m over the adjacent footpath; and
 - Awnings shall have a consistent clear height from footpath level between 2.75m and 3.5m.

5.1.2 Materials and Finishes

- a New buildings must be of a high architectural quality, incorporating articulated facades with large openings to the street or clear glazing, fenestration, parapet treatments and other detailing and materials that respect and complement the established character of the sub-precinct.

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- b Materials must be attractive, durable and easy to maintain such as brickwork, ceramic tiles, metal and timber.
- c Multiple Dwelling, Mixed Use, Commercial Development and Landmark sites are to be referred to the City's Design Review Panel.
- d A public art contribution is required pursuant to Local Planning Policy: Percent for Public Art.

5.1.3 Landscaping

- a A landscape plan, prepared by a suitably qualified consultant, must be provided with all development applications.
- b Where the required deep soil area cannot be provided due to site constraints, planting areas are to be provided within structures at a rate of double the shortfall in deep soil area.
- c Where a lot boundary setback applies, 80% of that area at ground level must be provided as canopy cover at maturity.
- d Existing trees on a property must be retained where they meet the following criteria:
 - Healthy specimens with ongoing viability;
 - Species is not on the State or local weed register; and
 - Height of at least 4m, or trunk diameter of 160mm measured 1m from the ground, or average canopy diameter of at least 4m.

- e The proposed removal of any tree that meets clause 5.1.3(d) is to be provided with an arboriculture assessment. Where removal is deemed appropriate by the arboriculture assessment the trees must be replaced.
- f The proposed removal of any native vegetation is to be supported by a flora and fauna assessment.
- g Uncovered car parking at ground level must be provided with canopy cover at maturity of at least 60%.
- h Development within the moderate to high risk Acid Sulphate Soils area shall require investigative reports to be included with new development and subdivision applications.

5.1.4 Building Height

- a Additional height allowance may be applicable in some circumstances where development incentives for community benefit are applied (refer to 7.1 Development Incentives for Community Benefit).
- b Building height in metres is calculated based on 4.25m for the ground and first floor and 3.5m for each storey above.

5.1.5 Lift Over-runs, Rooftop Plant Rooms and Architectural Features

- a All lift over-runs and plant equipment must be adequately hidden from public view. This should be done through the design of the building rather than with a screening device that is visible to the public view.

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- b Lift over-runs and rooftop plant rooms must not exceed 3.5m above the applicable maximum building height.

5.1.6 Servicing and Functionality

- a Waste storage facilities are to be provided on site and in accordance with City of Vincent waste guidelines for new developments.
- b Waste storage facilities are to be screened from direct public view.
- c Residential Waste storage areas must be separated from non-residential storage areas.
- d A Waste Management Plan is required for all residential properties over two dwellings, Mixed Use Developments, Commercial, Industrial and other non-residential developments.

5.1.7 Dwelling Diversity

- a Developments of greater than 10 dwellings shall include at least 20 percent of dwellings of differing bedroom numbers.
- b Development of greater than 30 dwellings shall include:
 - Studio apartments maximum 15%;
 - One-bedroom apartments maximum 30%;
 - Two-bedroom apartments minimum 40%; and
 - Three bedroom apartments minimum 15%.

Variations to dwelling diversity must be supported by an analysis of current and forecast market demand.

- c Different dwelling types must be well-distributed throughout the development, including a mix of dwelling types on each floor.

5.1.8 Future Adaptation

- a New buildings must be designed with a minimum 3.5m floor to ceiling height on the ground floor and all levels of parking to allow future adaptation in use. This could include ground floor tenancies being adapted from office to restaurant or parking structures being converted to habitable spaces in the future.
- b All developments (residential and non-residential) shall have regard to the following:
 - The structure of the building including the design of the elevation and location of openings designed to allow use for habitable purposes in the future;
 - Ground floor commercial tenancies shall be designed with space for infrastructure such as grease traps, exhaust ducts and power supply to allow future adaptation into other uses which require these services such as restaurants and cafes.

5.1.9 Heritage Management

- a Existing heritage and character buildings should be retained and incorporated into any new development proposal.

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- b Development incentives may be applied through the deemed provisions and the provisions of this Precinct Structure Plan to encourage the preservation and enhancement of heritage and character places (refer to 7.1 Development Incentives for Community Benefit).
- c New buildings adjacent to character buildings shall have an architectural character that respects and complements the existing surrounding character buildings. This character should draw from prominent materials and colours of the area and shall express and strengthen the intended place identity.
- d Contemporary architectural styles are acceptable provided they are designed manner that creatively interprets materials, forms, and patterns of the locality.

- Permeable paving and ground covers;
- Rain gardens, bio filters, tree pits, green walls and vegetated soak wells; and
- Rainwater tanks, either for garden use or plumbed back into a building for reuse.

5.1.11 Safety, Lighting and Crime Prevention through Environmental Design

All areas especially places with lower volumes of foot traffic must be adequately lit and designed to ensure that sightlines are provided from areas of high pedestrian traffic.

5.1.12 Payment in Lieu of Public Open Space Reserves

5.1.10 Environmentally Sustainable Design and Energy Efficiency

- a All buildings within the Precinct Structure Plan area are to comply with the Environmentally Sustainable Design requirements contained under the City of Vincent Local Planning Policy No. 7.7.1 – Built Form.
- b A variety of Water Sensitive Urban Design (WSUD) principles must be incorporated into every development within the precinct. These include:
 - On site storm water retention and detention for the 1 year, 1 hour ARI event;
 - Water and nutrient wise landscaping;

- a Pursuant to s.153(1)(b) of the *Planning and Development Act 2005*, all subdivision of land that creates three or more lots must be subject to a condition requiring that the owner of the land make a payment equal to 10% of the value of that land to the local government, in lieu of providing public open space.
- b Sub-clause 'a' applies to all subdivision types including strata, survey strata, freehold, and community title. If a portion of land is subject to multiple eligible subdivisions, that portion of land will only be required to contribute once.

5.1.13 Road Reserves, Laneways and Pedestrian Links

- a Road reserves, laneways and pedestrian links are identified on the Structure Plan Map. As a condition of development or subdivision approval, properties affected by a road reservation

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are required to vest that portion of road reserve to the Crown as a condition of development or subdivision approval, whichever occurs first.

- b Construction of the road, laneway or pedestrian link is not required to be undertaken by the owners of land.
- c Encourage the implementation of Parklets within on street parking bays to support commercial uses as well as to encourage slow vehicle movement.

5.1.14 Parking – General

- a After all bedrooms and dwellings in a development are counted, the calculation for parking should be rounded to the nearest whole number.

5.1.15 Parking – Residential

The following requirements apply to the residential component of any development.

Type	Parking Required (Min – Max)
Bicycle	0.5 – Unlimited (per bedroom)
Car	0 – 0.75 (per bedroom)
Motorcycle	1 – 1 (per 5 dwellings)
Visitor Bicycle	1 – Unlimited (per 4 dwellings)
Visitor Car	1 – 1 (per 4 dwellings)

Electric Vehicle Charging Bays	20% of the total amount of bays required as electric vehicle bays or capacity to supply electric vehicle charging points to support 20% of the total amount of bays as electric vehicle bays.
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5.1.16 Parking – Non-Residential

The following requirements apply to the non-residential component of any development.

Type	Parking Required (Min – Max)
Staff & Visitor Bicycle	1 – Unlimited (per 100sqm NLA)
Staff & Visitor Car	0 – 1 (per 75sqm NLA)
Service Bay	1 – 1 (per building)
Electric Vehicle Charging Bays	20% of the total amount of bays required as electric vehicle bays or capacity to supply electric vehicle charging points to support 20% of the total amount of bays as electric vehicle bays.
End-of-trip facilities	Must be provided where a development contains more than 10 bicycle bays. At least one 'facility' (shower, locker, change space) should be provided for every 5 bicycle bays.

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End-of-trip facilities may be shared between multiple private businesses where legal access arrangements are agreed between landowners and the arrangement forms part of a development application.

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5.2 Village Sub-Precinct

5.2.1 Site

Category	Deemed-to-Comply Requirement
Plot ratio	No requirement
Open space	No requirement
Deep Soil Area	No requirement

5.2.2 Podium

Podiums are not applicable in the Village sub-precinct.

5.2.3 Building

Category	Deemed-to-Comply Requirement
Height	Maximum 2 storeys (9m) Bonus height up to 3 storeys (12m) in accordance with Clause 6.1

Primary Setback	Two storeys nil. Third storey setback minimum 6m.
Side Setback	Nil
Rear/Other Setback	Minimum 3m
Transition Area Setback	Minimum 6m

5.2.4 Parking – Other

- a Car parking must be located in a basement level or hidden from the primary street behind an active frontage, accessed from a rear or side laneway.
- b Unbundled, reciprocal or shared car parking is encouraged to enable the most efficient use of bays.

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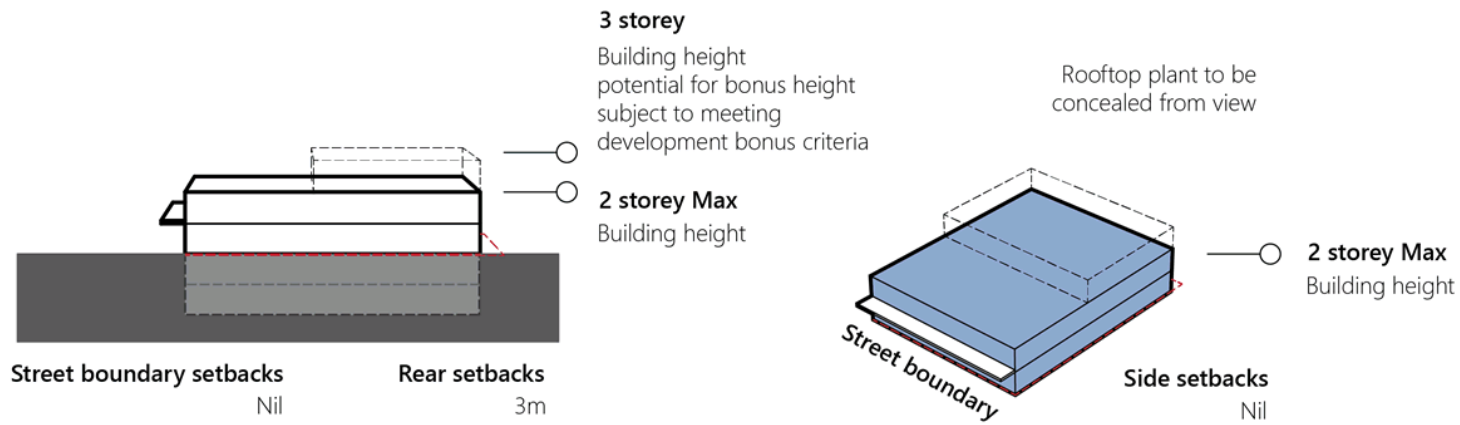


Figure 3 - Village Sub-Precinct requirements

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5.3 Cityscape Sub-Precinct

5.3.1 Site

Category	Deemed-to-Comply Requirement
Plot ratio	No requirement
Open space	As per Built Form Policy
Deep Soil Area	As per Built Form Policy

5.3.2 Podium

Category	Deemed-to-Comply Requirement
Height	Maximum 4 storeys (16m)
Primary Setback	Nil
Side Setback	Minimum 3m
Rear/other Setback	Minimum 3m

5.3.3 Tower

Category	Deemed-to-Comply Requirement
Height	Maximum 18 storeys (64.5m)

	Bonus height up to 23 (82m) storeys in accordance with Clause 6.1
Primary Setback	Up to 8 storeys (30m): Minimum 5m. 9 storeys and up: Minimum 7m
Side Setback	Up to 8 storeys (30m): Minimum 4m. 9 storeys and up: Minimum 6m
Rear/Other Setback	Up to 8 storeys (30m): Minimum 4m. 9 storeys and up: Minimum 6m
Transition Area Setback	Up to 8 storeys (30m): Minimum 9m. 9 storeys and up: Minimum 12m

5.3.4 Parking – Other

- a Car parking must be located in a basement level or hidden from the primary street behind an active frontage, accessed from a rear or side laneway.
- b Unbundled, reciprocal or shared car parking is encouraged to enable the most efficient use of bays.

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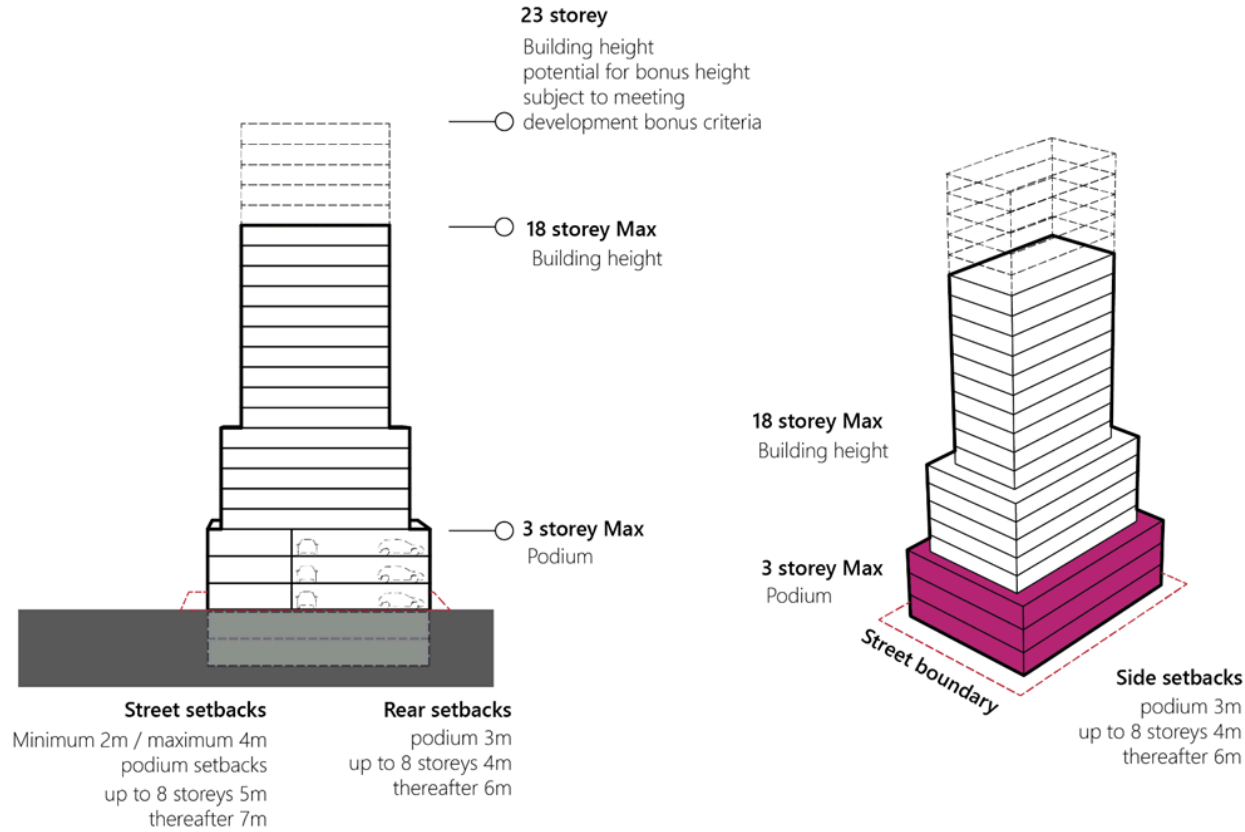


Figure 4 - Cityscape Sub-Precinct requirements

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5.4 Urban Frame Type A and B Sub-Precincts

5.4.1 Site

Category	Deemed-to-Comply Requirement
Plot ratio	No requirement
Open space	As per Built Form Policy
Deep Soil Area	As per Built Form Policy

5.4.2 Podium

Category	Deemed-to-Comply Requirement
Height	Maximum 3 storeys (12m)
Primary Setback	Nil
Side Setback	Minimum 3m
Rear/other Setback	Minimum 3m

5.4.3 Tower

Category	Deemed-to-Comply Requirement
Height	Maximum 8 storeys (30m) Bonus height up to 10 (36.5m) storeys in accordance with Clause 6.1

Primary Setback	Up to 8 storeys (30m): Minimum 5m. 9 storeys and up: Minimum 7m
Side Setback	Up to 8 storeys (30m): Minimum 4m. 9 storeys and up: Minimum 6m
Rear/Other Setback	Up to 8 storeys (30m): Minimum 4m. 9 storeys and up: Minimum 6m
Transition Area Setback	Up to 8 storeys (30m): Minimum 9m. 9 storeys and up: Minimum 12m

5.4.4 Parking – Other

- a Car parking must be located in a basement level or hidden from the primary street behind an active frontage, accessed from a rear or side laneway.
- b Unbundled, reciprocal or shared car parking is encouraged to enable the most efficient use of bays.

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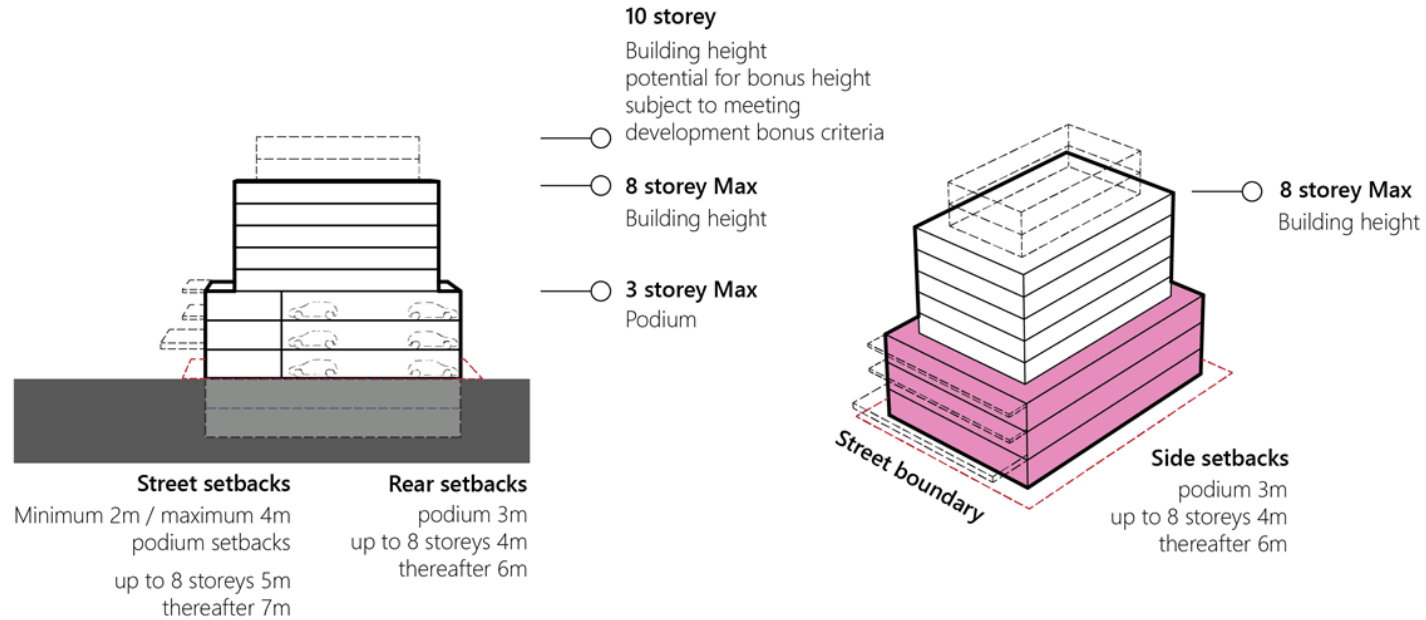


Figure 5 - Urban Frame Type A and B Sub-Precinct requirements

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5.5 Urban Frame Type C Sub-Precinct

5.5.1 Site

Category	Deemed-to-Comply Requirement
Plot ratio	No requirement
Open space	As per Built Form Policy
Deep Soil Area	As per Built Form Policy

5.5.2 Podium

Podiums are not applicable in the Urban Frame Type C sub-precinct.

5.5.3 Building

Category	Deemed-to-Comply Requirement
Height	Maximum 4 storeys (16m) Bonus height up to 5 (20m) storeys in accordance with Clause 6.1

Primary Setback	Up to 2 storeys: Nil 3 storeys and up: Minimum 2m
Side Setback	Nil
Rear/Other Setback	Up to 2 storeys: Minimum 3m. 3 storeys and up: Minimum 5m
Transition Area Setback	N/A

5.5.4 Parking – Other

- a Car parking must be located in a basement level or hidden from the primary street behind an active frontage, accessed from a rear or side laneway.
- b Unbundled, reciprocal or shared car parking is encouraged to enable the most efficient use of bays.

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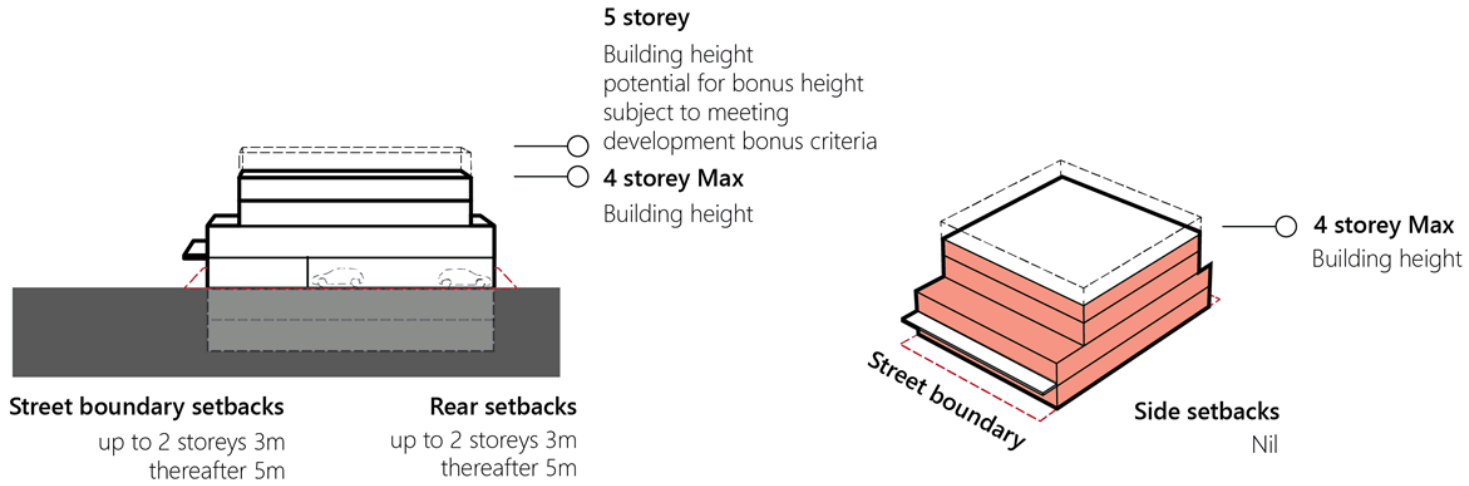


Figure 6 - Urban Frame Type C Sub-Precinct requirements

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5.6 Suburban Type A Sub-Precinct

5.6.1 Site

Category	Deemed-to-Comply Requirement
Plot ratio	No requirement
Open space	As per Built Form Policy
Deep Soil Area	As per Built Form Policy

5.6.2 Podium

Podiums are not applicable in the Suburban Type A sub-precinct.

5.6.3 Building

Category	Deemed-to-Comply Requirement
Height	Maximum 4 storeys (16m) Bonus height up to 5 (20m) storeys in accordance with Clause 6.1
Primary Setback	As per Built Form Policy
Side Setback	As per Built Form Policy
Rear/Other Setback	As per Built Form Policy
Transition Area Setback	Figure Series 7 of SPP 7.3 Vol 1 or Figures 2.2a & 2.2b of SPP 7.3 Vol 2

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5.7 Suburban Type B Sub-Precinct

5.7.1 Site

Category	Deemed-to-Comply Requirement
Plot ratio	No requirement
Open space	As per Built Form Policy
Deep Soil Area	As per Built Form Policy

5.7.2 Podium

Podiums are not applicable in the Suburban Frame Type B sub-precinct.

5.7.3 Building

Category	Deemed-to-Comply Requirement
Height	Maximum 3 storeys (12m)
Primary Setback	As per Built Form Policy
Side Setback	As per Built Form Policy
Rear/Other Setback	As per Built Form Policy
Transition Area Setback	Figure Series 7 of SPP 7.3 Vol 1 or Figures 2.2a & 2.2b of SPP 7.3 Vol 2

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5.8 Suburban Type C Sub-Precinct

Refer to Local Planning Policy 7.1.1 Built Form.

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5.9 Education and Civic Precinct

Development is to be in accordance with the requirements of Urban Frame Type A.

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6 Other Requirements

6.1 Development Incentives for Community Benefit

Bonus height stated in Section 5 may be considered depending on the extent of community benefit provided by a proposed development.

To calculate the bonus height, the following is undertaken in order:

- a The proposal is assessed against, and must satisfy, all Mandatory Criteria.
- b The proposal is assessed against the Additional Criteria, listed below, and must achieve 50 points.
- c The proposal is assessed against the General Objectives and Sub-Precinct Objectives to ensure that the additional height and community benefits do not contradict the intent of this Structure Plan.
- d The proposal is means-tested against the City's Long Term Financial Plan to ensure that the City is financially capable of supporting the whole-of-life costs of proposed new or upgraded community infrastructure items.

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Mandatory Criteria

- 1 A transport analysis supports the additional vehicular movements generated by the proposal. The analysis also includes enhancement of pedestrian and cycle movement.
- 2 The development meets the energy efficiency requirements as set out in the Built Form Policy.
- 3 The additional height does not result in any adverse impacts to adjoining properties with regard to solar access of outdoor living areas, major openings, solar collectors or spaces such as alfresco areas, outdoor dining and pedestrian arcades.
- 5 A servicing analysis supports the additional demand on infrastructure.
- 7 Retention and enhancement of places of heritage significance that may be located on the development site or immediately adjacent.

Additional Criteria**Points**

- | | Additional Criteria | Points |
|----|--|---------------|
| 8 | Provision of landscaping beyond the requirements of this structure plan. | 10 |
| 9 | Provision of energy efficiency infrastructure that goes beyond the requirements as set out in the Built Form Policy. | 10 |
| 10 | Providing a dwelling type identified as a priority by the local government, such as aged and dependent dwellings, universal access dwellings, one-bedroom apartments, key-worker dwellings or other innovative housing models to meet demand. | 10 |
| 11 | Public infrastructure improvements in the form of streetscape improvements, parkland enhancement and contribution to individual infrastructure items such as a boardwalk, pedestrian arcade, library, community hall etc within or in close proximity to the development. | 20 |
| 12 | Development commits to deliver affordable dwellings in partnership with an approved housing provider or not-for-profit organisation recognised by the Housing Authority. | 30 |
| 13 | Providing an entire new piece of community infrastructure such as a public/community space, new road at a minimum width of 6 metres (only including those shown on the Structure Plan map), new pedestrian laneway at a minimum width of 4 metres (only including those shown on the Structure Plan map), or communal bike parking facility with evidence that the | 50 |

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infrastructure is needed and supported within or in close proximity to the development.

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EXPLANATORY REPORT

1 Overview

1.1 Introduction

The Leederville Precinct Structure Plan (LPSP) area is located less than two kilometres north of the Perth CBD.

The Leederville Precinct (the precinct) is serviced by Leederville Train Station on the western edge of the area and is located approximately 15 minutes' walk from City West and West Leederville train stations. The LPSP area is also serviced well by bus networks, including frequent bus services along Loftus Street and Oxford Street. Additionally, Leederville has good accessibility to the freeway and is connected to a network of cycle and pedestrian paths. The precinct currently comprises a variety of land uses, including commercial, residential, education and retail.

The precinct is identified as a Secondary Centre in State Planning Policy No. 4.2 - Activity Centres for Perth and Peel (SPP 4.2). Activity Centres are community focal points that include a mix of land uses including commercial, retail, higher density housing, entertainment, community facilities, and medical services. As a Secondary Centre, it is important that Leederville does not develop as a single-purpose centre, but instead continues to expand on its offering of a wide variety of land uses.

The precinct boundary has been established using the Perth and Peel @ 3.5 million sub regional framework, the Precinct Design Guidelines, contextual review of the area and community visioning. The precinct contains a strong core of activity in close proximity to the train station. The core is framed by mixed and civic uses and supported by established residential areas to the north. The precinct contains large land holdings to the south and is physically bound by the Mitchell Freeway and Loftus Street. The north precinct boundary was originally noted as Richmond Street however to provide suitable transition from the Activity Centre, and to provide a plan for an 800m walkable catchment from the core, the boundary has been extended to Bourke Street.

1.2 Project Background

Imagine Vincent and the City's Strategic Community Plan (SCP) articulates the community's vision and aspirations for the future. The comments received as part of Imagine Vincent reiterated the need for a more considered approach to planning for the future development of Vincent and its centres, such as Leederville.

In addition to this for the Leederville area, the Leederville Masterplan Built Form Guidelines, adopted in 2012, establish building design requirements that provide a blueprint for the future redevelopment of the Leederville precinct.

The Built Form Guidelines, considered the planning framework at the time, sought to capitalise on the proximity to Leederville Station to encourage 'Transit Oriented Development'. Structured in two parts, the Built Form Guidelines begin by establishing the

general conditions for all new development, then sets out the detailed precinct guidelines and specific development criteria.

The City’s Local Planning Scheme No. 2 (LPS 2) was gazetted in May 2018, which rezoned land within the Leederville Precinct to accommodate higher density development.

Due to changes in State legislation, the existing framework is now considered insufficient to properly guide the development of Leederville into the future. On this basis, we have prepared an up-to-date and comprehensive Precinct Structure Plan for the Leederville Precinct that responds to the current and future needs of Leederville and provides all necessary guidance for planning decision-makers.

1.2.1 Developing the Vision

'Imagine Vincent' consultation for the City’s Strategic Community Plan (SCP) took place in 2017. This included the local community, stakeholders and Council Members articulating their expectation for industry leading planning and design outcomes. Council adopted the SCP in October 2018, including the six SCP themes; enhanced environment, accessible city, connected community, thriving places, sensitive design, and innovative and accountable. To build on the SCP and understand how to relate the six priorities to Leederville, the City launched 'Design Leederville'.

Step 1 was to understand the Leederville Precinct from a technical perspective through desktop research and site visits, culminating in a detailed SWOT Analysis (Appendix 1).

Step 2 was to inform the community and key stakeholders of what we found, and see if it matched with their personal experiences and knowledge. This provided further context, history and information about the current use of the precinct.

A key stakeholder is Leederville Connect, the local Town Team. Leederville Connect is highly engaged and consists of residents and businesses and includes sub-committees of Activations, Design, Business, Neighbourhood, Wellness and Communications.

Leederville Connect and the Design sub-committee has put together several design resources which evolve over time. This includes Leederville Narrative, Good ideas for Leederville, Leederville’s Character and Shared Spaces, Social Infrastructure in Leederville, Leederville’s User Experience and Making Good Places. The Design Resources help inform new design proposals and convey what is needed in the centre from the Town Teams perspective. The Town Team continues to work with the City to achieve the best outcomes for Leederville.

The 'Design Leederville' process continued the conversation of Imagine Vincent, engaging the local community and visitors in the development of a vision for the precinct.

The Design Leederville schedule was as follows:

Engagement	Action/Intent	Date
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Imagine Vincent Consultation page	A gallery of ideas which called for submitters to share their vision for the future of Leederville; and A map of ideas which asked submitters to use aerial imagery to pin-point locations of specific ideas.	27 September – 23 November 2019
Meet the project team	The team set up at the Eaterville event in the Leederville Village Square to promote the Design Leederville campaign.	13 October 2019
Gallery of ideas one	The team setup the ideas gallery in the Oxford Reserve and subsequently moved to the Leederville Village Square for the evening Eaterville event. The gallery included ten initial ideas from stakeholders some arising from the context report and some coming out of the initial stakeholder interviews. Each of these are matched to the six Council Priorities of the Strategic Community Plan to outline what the idea would achieve.	20 October 2019
Gallery of ideas two	The team setup the Design Leederville ideas gallery in Oxford Reserve, the gallery maintained all input from the previous gallery so that new submitters could review and build on the comments.	26 October 2019
Community Workshop	The team setup at the Library with the gallery of ideas and also ran a workshop to discuss and understand ideas created by the Community in the Workshop	16 November 2019

The Outcome of Design Leederville in Appendix 5 shows the major themes gathered from the community related to the Strategic Community Plan (SCP). The key ideas and outcomes of 'Design Leederville' including the ideas gallery and workshops were collated into a draft vision that became the vision and objectives of this structure plan.

Following Council adoption, the LPSP is advertised to the general public to test whether the City has accurately reflected the comments received during the initial engagement stages. This section will be updated following advertising.

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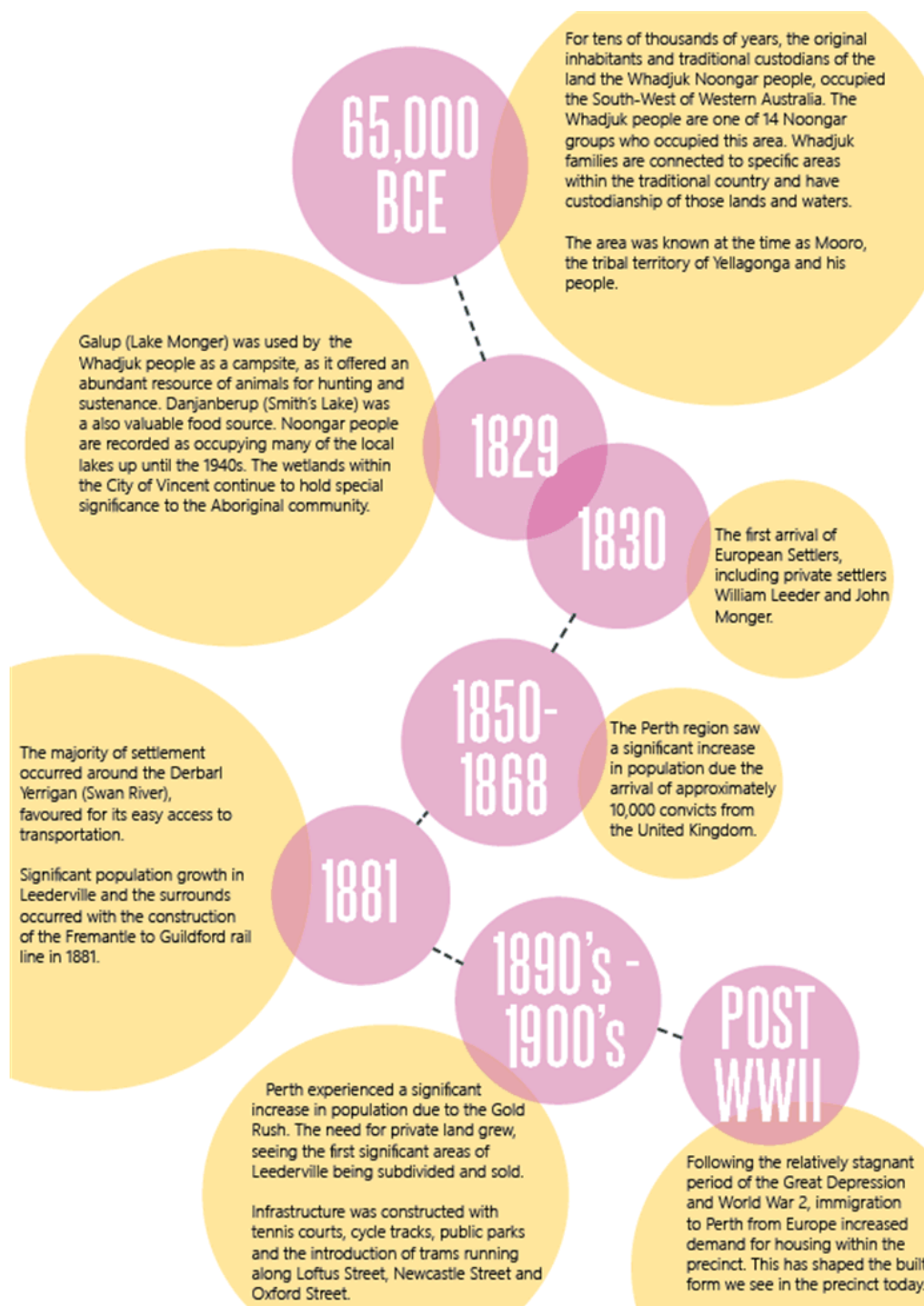


Photos – Ideas Gallery ('Eaterville', October 2019)

1.3 Purpose

The LPSP sets the vision for the future planning and development of the Leederville Precinct. The LPSP is intended to influence and guide decision-making of new development proposals with respect to activity, movement, urban form, and resource conservation.

2 Site Context



2.1 Historical context

The original inhabitants and traditional custodians of the Perth area are the Whadjuk Noongar people, one of 14 Noongar language groups in South West Western Australia.

The land on which the City of Vincent sits today incorporates twelve former wetlands and a stretch of Swan River of practical and spiritual importance to Whadjuk Noongar people.

There are nine registered Aboriginal heritage sites in Vincent, with several sites in the Leederville area centred around Galup or Lake Monger.

Galup (Lake Monger) was used by Aboriginal people as a camp site as it offered abundant resources (frogs, root tubers, turtles, gilgies and waterfowl) for hunting and sustenance, particularly in late spring (Kambarang) and summer (Birak & Bunuru).

In addition to everyday subsistence, the wetlands provided a place for ceremonial gatherings and meetings. The lake, originally much larger in area than the present day Lake Monger, was also associated with Noongar spiritual beliefs relating to the Waugul whose mythological journey to the sea was understood to have created freshwater sources such as lakes and wetlands. (McDonald, Coldrick, Villiers, 2005)

At the time of the establishment of the Swan River Colony in 1829, the chain of lakes and wetlands extending from Yanchep south to the Swan River (Derbarl Yerrigan) was part of Mooro Country, the domain of Yellagonga and his people. After the arrival of European colonists, Yellagonga was forced to relocate from the foot of Mt Eliza to Galup, known to Europeans as Monger's Lake (later Lake Monger) after settler John Henry Monger.

John Monger and William Leeder (after whom the suburb was named) were among the early European landholders attracted to the area because of its proximity to Perth and the existence of a permanent fresh water supply. However development of the land around Monger's Lake by European colonists proceeded slowly until the late 1800s.

During the early colonial period, Galup/Lake Monger was the site of both conflict and attempts at co-existence between European settlers and the Whadjuk Noongar people. It was the site of a government ration depot which had the dual purpose of providing food to Whadjuk Noongar people but also keeping them out of the Perth township (Lynch, 2018).

In May 1830, after a confrontation with settlers near Mt Eliza in Perth, a group of Whadjuk people retreated to their camp at Galup/Lake Monger and were followed and attacked by soldiers in a show of force intended to discourage future clashes (Hunter, 2006).

Three years later in 1833, Lake Monger was also the site of an unusual meeting brokered by colonial officials and settlers that involved Menang Aboriginal leaders from Albany (who were seen by colonists as more compliant) and local Whadjuk Noongar leaders and families in an attempt to encourage dialogue and improve Aboriginal settler relations. (Hunter, 2006)

Within a few years of colonisation, the life of the Noongar people was irrevocably and harmfully impacted. Numerous deaths occurred as a result of conflict, lack of access to

traditional food sources and the devastating effect of diseases to which they had no natural immunity (Green, 1984).

Despite these negative impacts, there is record of Whadjuk Noongar people continuing to camp in the vicinity of Lake Monger and using the lake's resources until the 1920s and 1940s (O'Connor, Quartermain, Bodney, 1989).

The Noongar people who remained on the fringes of settlements, such as Galup/Lake Monger, are believed to have been able to do so by building relationships with European settlers. They often worked for these families as servants and manual labourers while being 'permitted' to live on what remained of earlier camping places and food sources at the edges of lakes, rivers and swamps. (Cook, 2018)

From 1850 to 1868, after decades of economic and demographic stagnation, the colonial population grew with the arrival of approximately 10,000 convicts from the United Kingdom. Convicts provided labour to build and improve infrastructure and assist in agricultural production. As the demand for food increased with population growth, the wetlands and surrounding areas north of Perth were largely used for market gardens, dairy farming and poultry farms. In ensuing decades, the wetland areas of Leederville came to be cultivated by predominantly Chinese market gardeners (Atkinson, 1986.)

In the 1870s, after more seasonal flooding several of the lakes north of Perth were drained including Lake Georgina (located south of present day Leederville Oval) which allowed Newcastle Street to be extended westward.

In the last two decades of the 19th century, two factors shaped the pattern of settlement in the district: the arrival of the railway; and the discovery of gold.

Completion of the Fremantle to Guildford railway line in 1881 promoted subdivision and residential development to the west, north and east of the Swan River.

The discovery of gold in Western Australia in the 1890s resulted in a huge increase in the state's population and increased demand for housing. To accommodate the demand, rural allotments close to Perth, including the vast Leeder Estate which made up about 75% of the present suburb of Leederville, were gradually subdivided and progressively released for sale.

Promoted under names like Leeder Estate, Lake View Estate and Leederville Station Estate, advertisements stressed the special features of the area, its proximity to Perth, Lake Monger and later the Leederville train station (now West Leederville train station).

Leederville was granted its own Road Board in 1895 and became a Municipality in 1896. During this period, many public and commercial buildings were constructed including Leederville Primary School (1894), Leederville Post Office (1897), the Leederville Hotel (1897) and the Leederville Police Station (1898).

The Metropolitan Waterworks Board Pumping Station was established on the corner of Newcastle and Loftus Streets in the early 1900s and beginning a long association between the suburb of Leederville and water management in Western Australia.

The late 1890s and early 1900s also saw the construction and expansion of a tramway network and recreational amenities. In 1903, Lake Monger was made a reserve for public park and recreation. A government reserve was created between Vincent and Richmond Streets, the western end of which became Leederville Oval in 1915 with tennis courts and cycle tracks as well as football facilities.

In 1914, when the Perth, North Perth and Leederville municipalities came together to form 'Greater Perth', Leederville had a mix of residential, commercial and industrial buildings, well established roads and transport corridors, piped water (installed in 1911) and good public amenities and recreational facilities.

Following the relatively stagnant period of the Great Depression and inter-war years, immigration from Europe increased after WWII, spurring increasing demand for new and improved housing and commercial buildings in the area.

Around Oxford and Newcastle streets, new shops and office buildings replaced many of the older residences. In 1948, a technical trade school was built in Leederville as part of an Army training scheme. This later became known as the Leederville TAFE and is currently the North Metro TAFE.

Transport also changed in the post-war period with trams and trolleybuses replaced in the 1960s by buses and cars. In 1973, the construction of the Mitchell Freeway saw the suburb of Leederville cut in half with creation of a physical barrier to accessing Lake Monger from the east.

In the 1970s, Western Australian Water Authority built a new administration building on the site of the old Metropolitan Waterworks Pumping Station on Newcastle Street, which was replaced in 1980 by the John Tonkin Water Centre, which remains the head office of the Water Corporation.

In the early 1990s, construction of the Northern Suburbs railway line had a flow-on effect for Leederville with residents gaining easy access to rail transport at the Leederville Station at the southern end of Oxford Street. The nearby shopping area on Oxford Street was also redeveloped into a popular café strip.

In 1996, newly created Town of Vincent built offices on the corner of Loftus and Vincent Street on the site of a Government Reserve (and former rubbish tip). The Vincent Administration and Civic Centre is adjacent to the Loftus Recreation and Community Centre, which opened in 1988 and was refurbished in 2008.

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2.2 Aboriginal and cultural heritage

Aboriginal Heritage

There are four Heritage sites, including two registered Aboriginal Heritage sites, important to the precinct, these are detailed below (Figure 7 - Aboriginal heritage sites).

Galup (Lake Monger) - Registered Site 3788

Galup provided an abundance of wildlife and flora, the lake was a hunting ground and campsite for the Whadjuk Noongar people. As with most water bodies in the region, the lake is associated with the Waugal mythology.

'The Waugal is the major spirit for Noongar people and central to our beliefs and customs. Waugal has many different spellings, including Waakal, Wagyl, Wawgal, Waugal, Woggal and Waagal. The Waugal is a snake or rainbow serpent recognised by Noongar as the giver of life, maintaining all fresh water sources.'

(<https://www.noongarculture.org.au/> - 2020)

The area was called Keiermulu which translates to 'the home fires or camp'.

The place has historic and social value for the Whadjuk Noongar people who used the place for food, shelter and spiritual reasons.

Galup (Lake Monger) Velodrome – Registered Site 3323

Associated to the major Galup site is the Velodrome. The place is identified as a camp with artefacts still occurring.

Danjanberup (Smith's Lake) - (Heritage Place No. 3572)

The Heritage site is identified as a Meeting place. It is part of a large lake and swamp complex. Nearby Lake Henderson and associated with the Waugal.

Franklin Street Oval – (Heritage Place No. 4322)

The heritage place is identified as a burial site.

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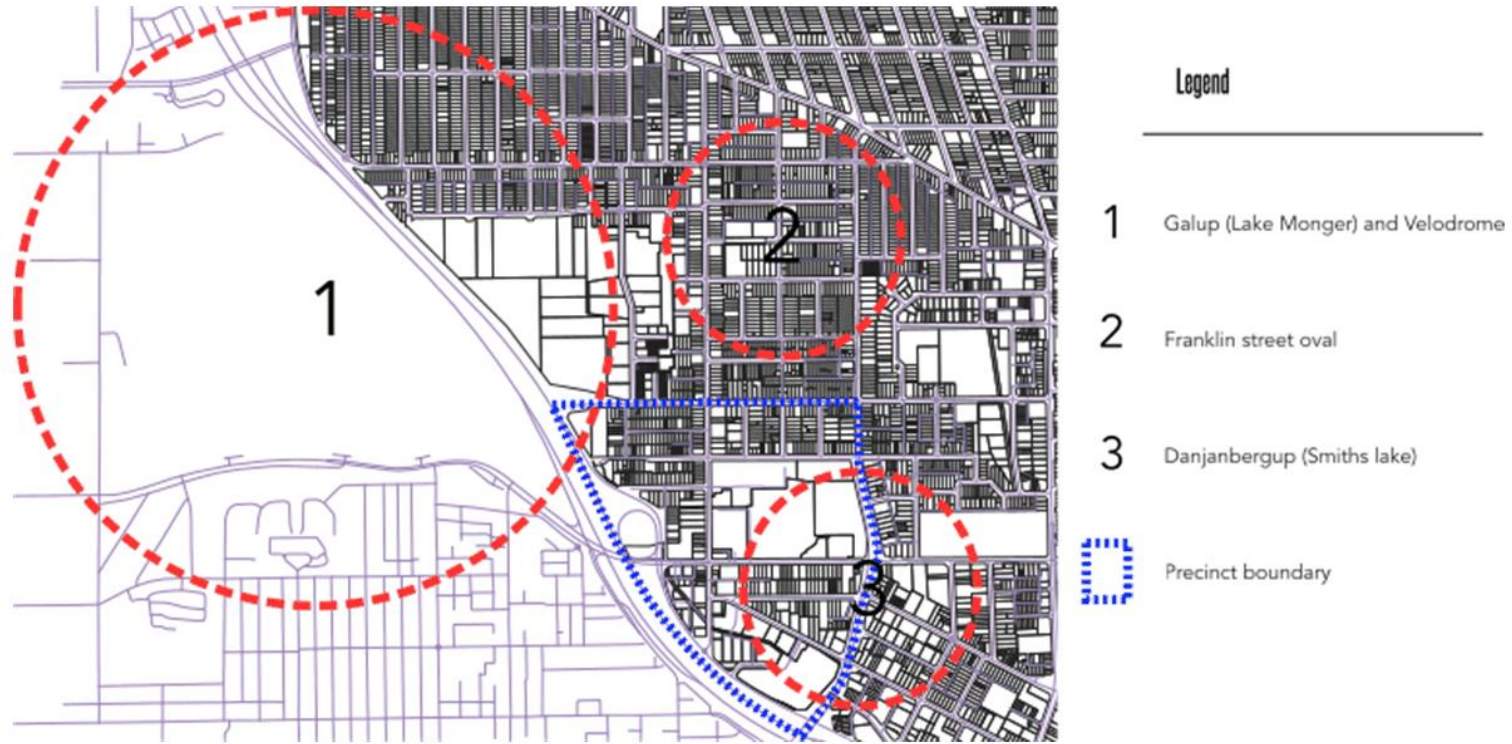


Figure 7 - Aboriginal heritage sites

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Cultural Heritage

In the early 1900s market gardening in Perth was done almost exclusively by Chinese people. Many of the Chinese gardeners were from the Guangdong Province which was predominantly a rice, fruit and vegetable growing area. They were familiar with small scale, intensive and communal agricultural labour practices.

Due to the Restricted Immigration Act 1901, people of Chinese origin were subjected to strict immigration policies including restrictions on owning land. They were not permitted to bring their families to Australia. Due to the restrictive immigration and racism which banned Chinese people from selling produce to government agencies and at the Perth Markets.

Gradually as demand for land for buildings and parks grew, the Chinese swamp gardeners were pushed out of the Northbridge and North Perth area. In the 1920s an influx of southern Europeans established market gardens in outlying areas. Technological changes such as irrigation systems and fertilisers meant that more marginal land could be used for growing food.

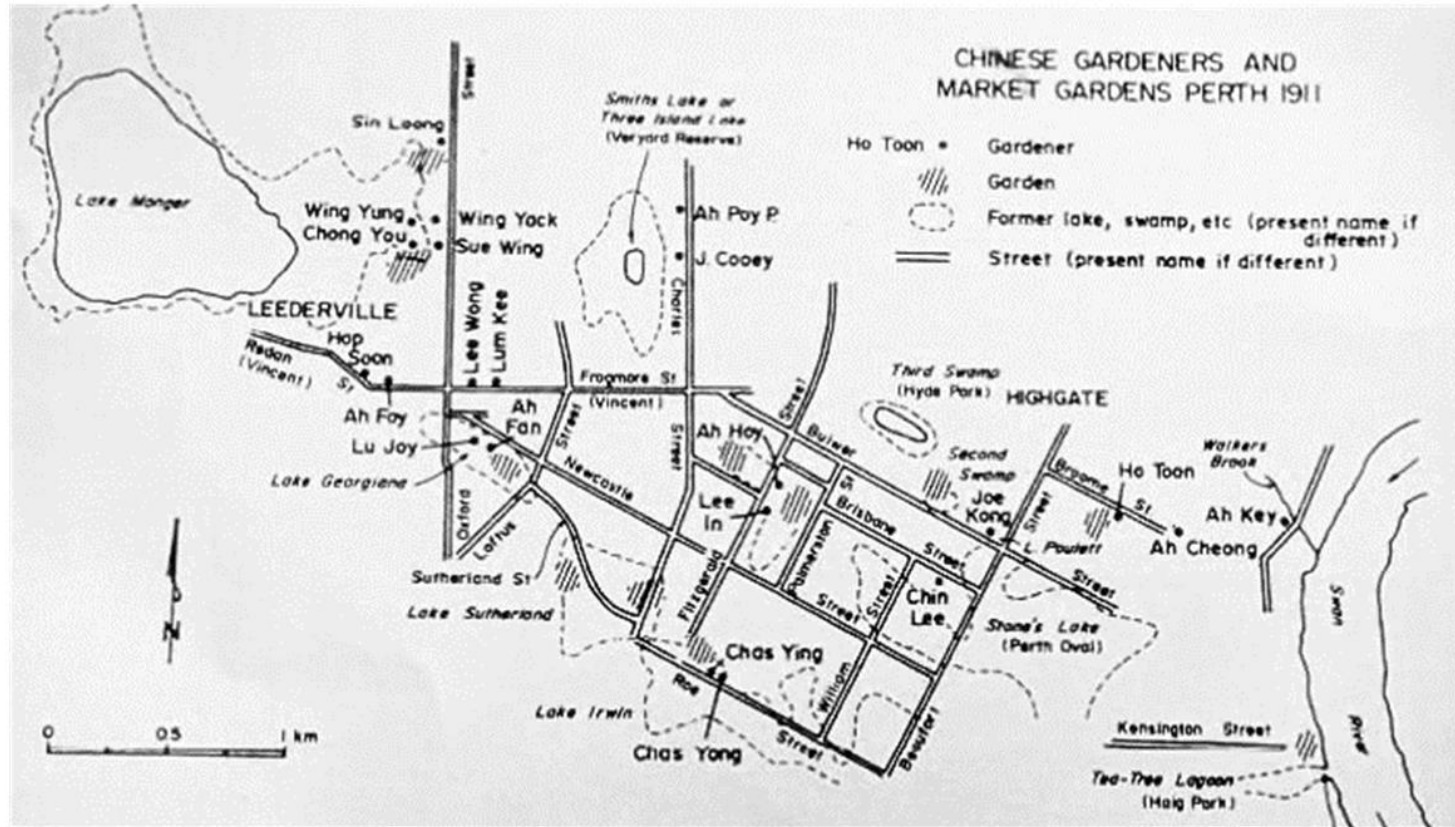
With no family, and no new Chinese immigrants arriving in Perth, the Chinese swamp gardeners gradually disappeared from Perth (Atkinson 1984).

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Picture – Historic Map of Market Gardens (WA Museum Boola Bardip, 2020)

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2.3 Centre Classification

2.3.1 Regional context

Leederville is recognised as a 'Secondary Centre' in the *Perth and Peel @ 3.5 Million – Central Sub-Regional Planning Framework*, making it the highest order activity centre in Vincent. The hierarchy of centres is defined under State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2), with the role and function of the 'Secondary Centres' being to provide a range of services, facilities and employment opportunities to their catchment area.

Leederville has strong car, bus, train and cycle transport connections due to its proximity to the Mitchell Freeway, Loftus Street, Vincent Street, Leederville Train Station, and the principle shared path. Being in close proximity to the Perth CBD makes the area a strong employment node in the central sub-region.

Leederville is important for meeting the housing and employment demands of Perth's future population growth, with an opportunity that Leederville will facilitate additional residential development and employment generating land uses.

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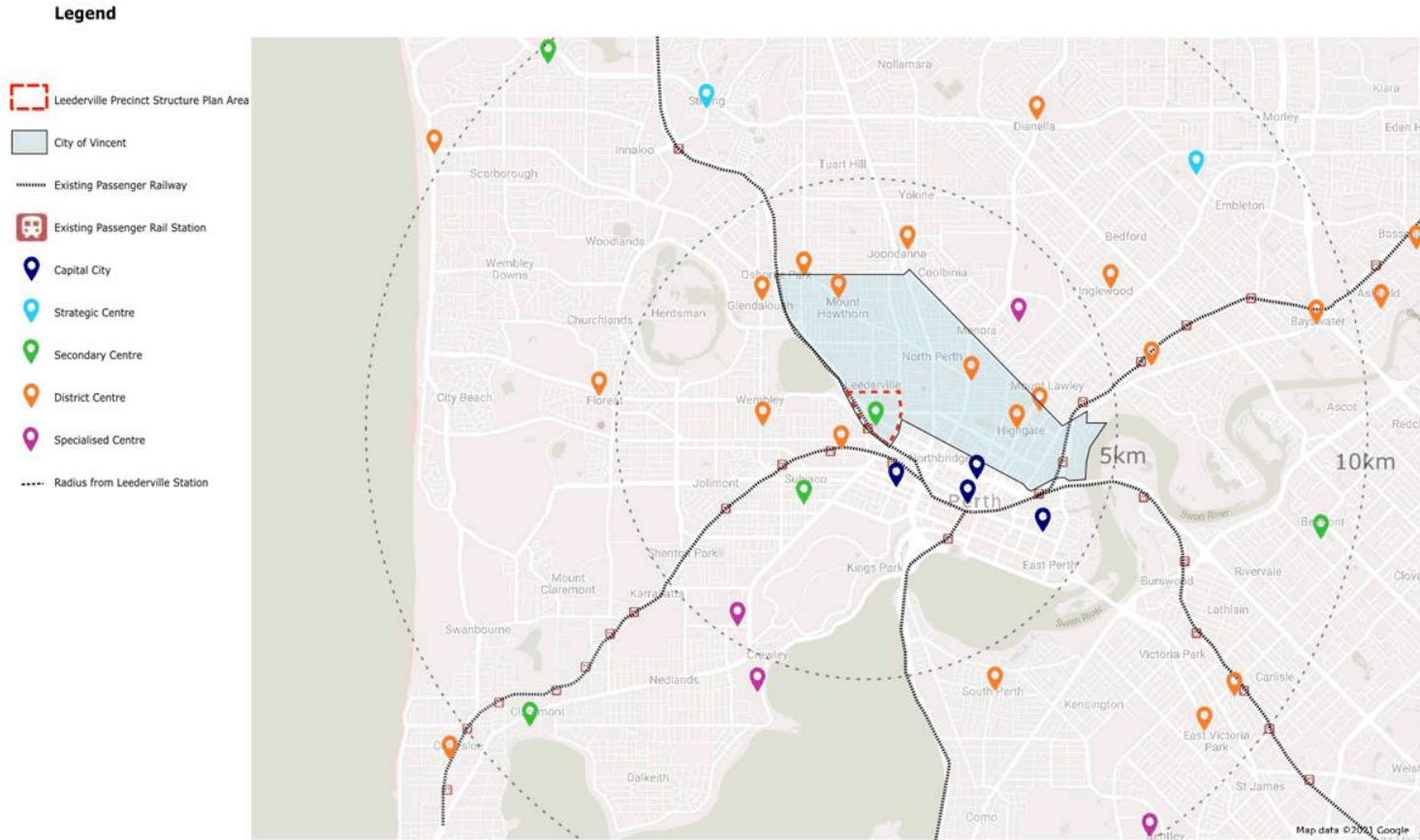


Figure 8 - LPSP Centre Context

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2.3.2 Local Context

The Leederville Precinct is a vibrant hub of activity that is highly valued by both the local and wider community. Located within the City of Vincent, Leederville is one of five town centres in the municipality. The centre has a unique character and is known for its alternative atmosphere and café culture, which services not only its residential catchment but also the broader Perth metropolitan area. The Leederville Precinct provides an important hub of local community infrastructure, with the City of Vincent administration and civic centre, library and community centre accommodated in the precinct.

Alongside the recognition of Leederville's role to support increased employment, economic activity, and residential development, local strategic planning documents which reflect the need for future development to respect its local context are required. Design that is contextually correct in terms of surrounding neighbourhoods and development, is an important element of the local strategic planning framework.

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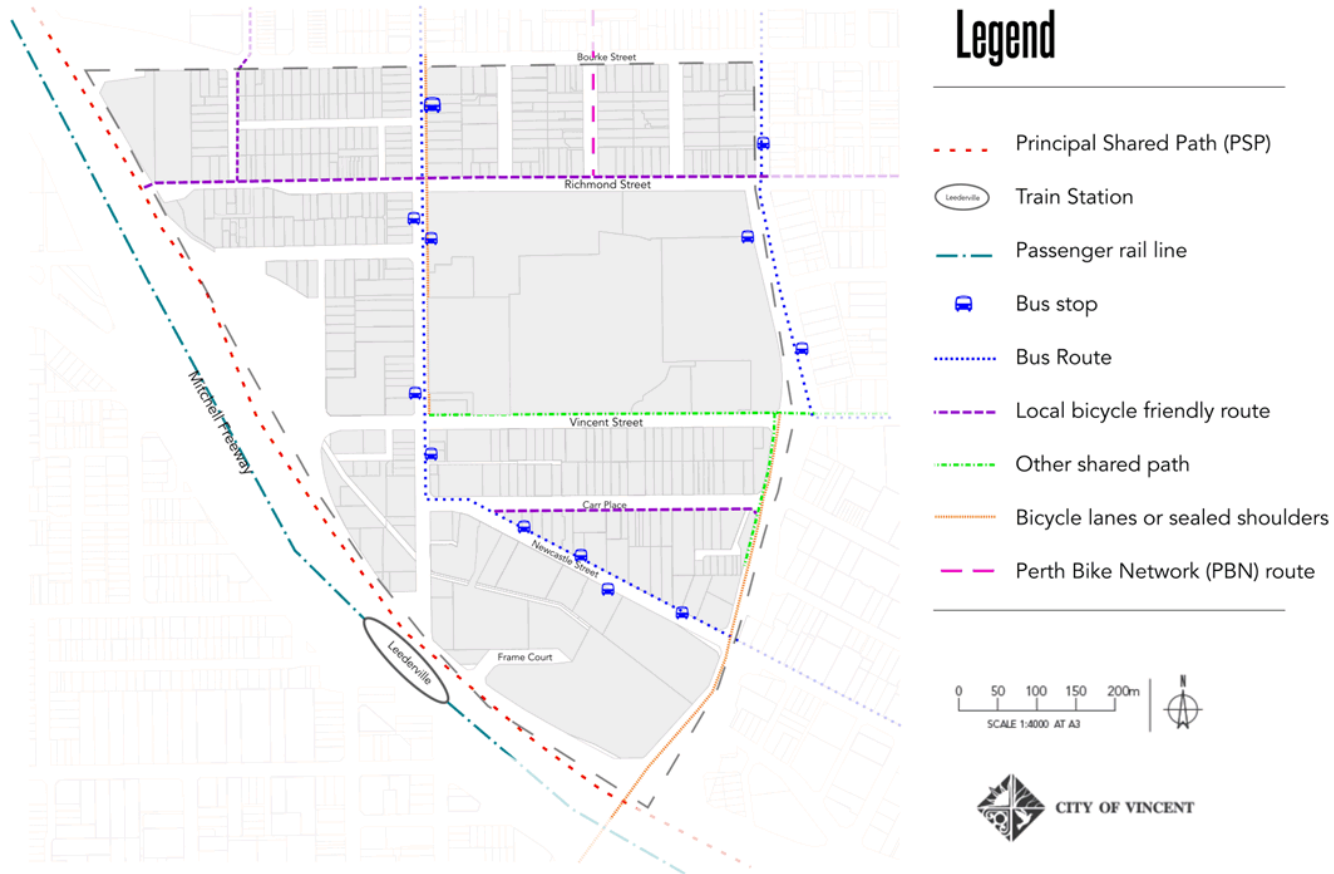


Figure 9 - Local Transport Linkages

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2.4 Property ownership

2.4.1 Private Landholdings

As seen in Figure 10 - Property Ownership, the number and dispersion of private landholdings is significant. Some landmark sites include:

- (1) Leederville Hotel; and
- (2) The ABN Building.

2.4.2 Public landholdings

State and local government buildings aggregate to the centre or on the northern part of the precinct (Figure 10 - Property Ownership). Owing to its connection to the precinct, the City of Vincent's Administration building is located towards the east of the area. Some landmark sites include:

- (3) Water Corporation administration building;
- (4) City of Vincent administration building;
- (5) Leederville oval;
- (6) Loftus recreation centre;
- (7) The Avenue Car Park;
- (8) Oxford Street reserve;
- (9) School of Isolated and Distance Education; and
- (10) TAFE.

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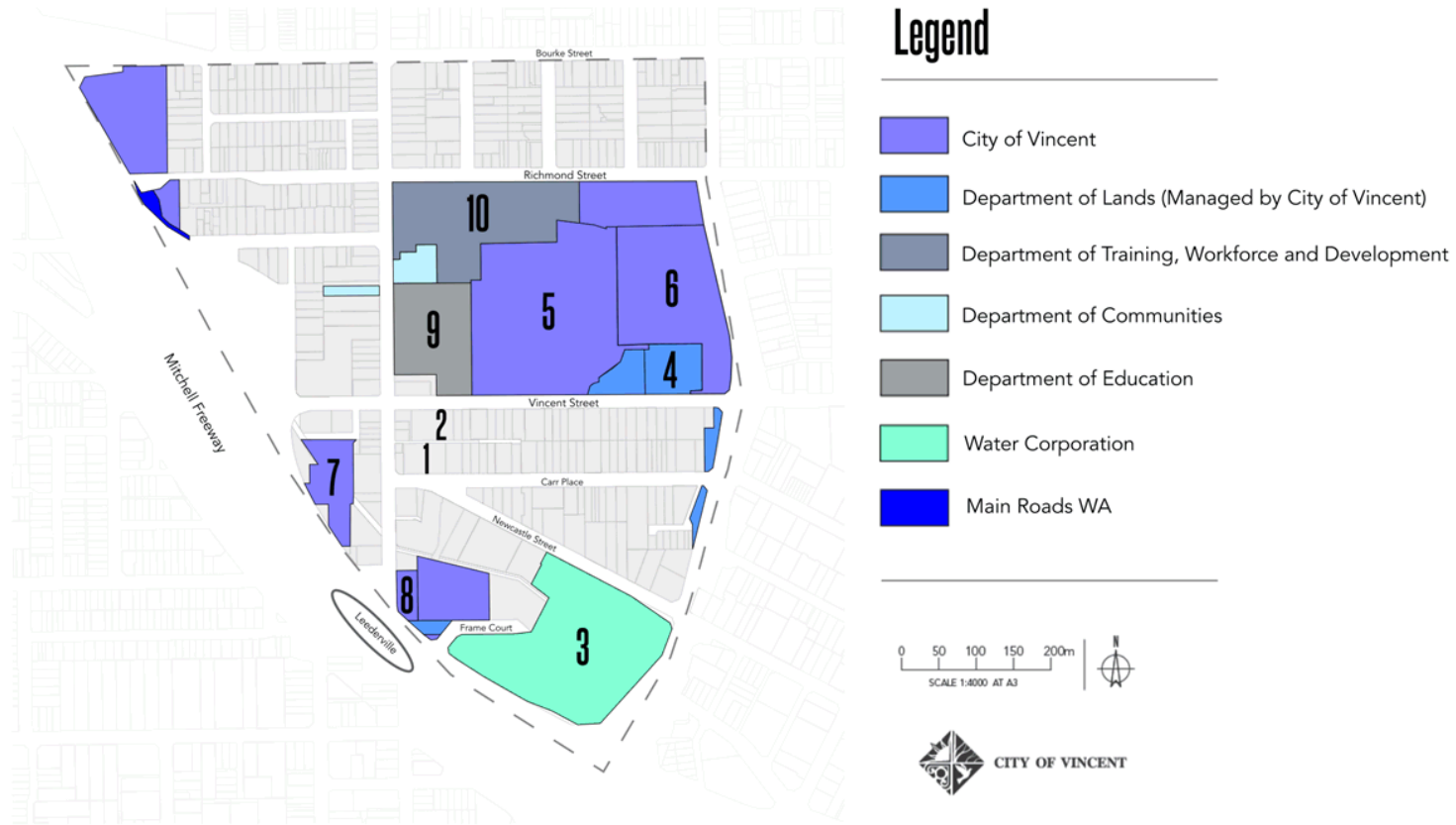


Figure 10 - Property Ownership

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2.5 Existing land uses

The Leederville Precinct features a diverse mix of residential, business, community, utility services and supporting retail, hospitality and entertainment amenities. There are 655 dwellings, with approximately 19,250 square metres of non-residential floor space within the Precinct Plan area (ABS, 2016).

Due to the maturity and recent redevelopment trends of the precinct, there is a good mix of uses between commercial, retail, residential, health, and community and civic. Residential land has experienced a substantial increase from none in 1990 to 9.2% of total floor space within the Precinct in 2015. Breakdown of land uses as analysed were as follows:

- Business – 31.5 per cent;
- Community services – 31.5 per cent;
- Retail – 9.3 per cent (19,250sqm non-residential);
- Entertainment – 7.3 per cent; and
- Residential – 9.2 per cent (655 dwellings).

The majority of the Precinct's office space is occupied by the Water Corporation building located on the corners of Loftus and Newcastle Street. Other well-known venues such as the Leederville Hotel, Greens and Co., and Pinchos occupy a comparatively large portion of overall entertainment venues. Most of the existing residential population is located at the east of the Precinct around Carr Place and to the north, along Richmond Street. Some larger

apartment complexes have also been completed within the last five years, such as those between 281-287 Vincent Street.

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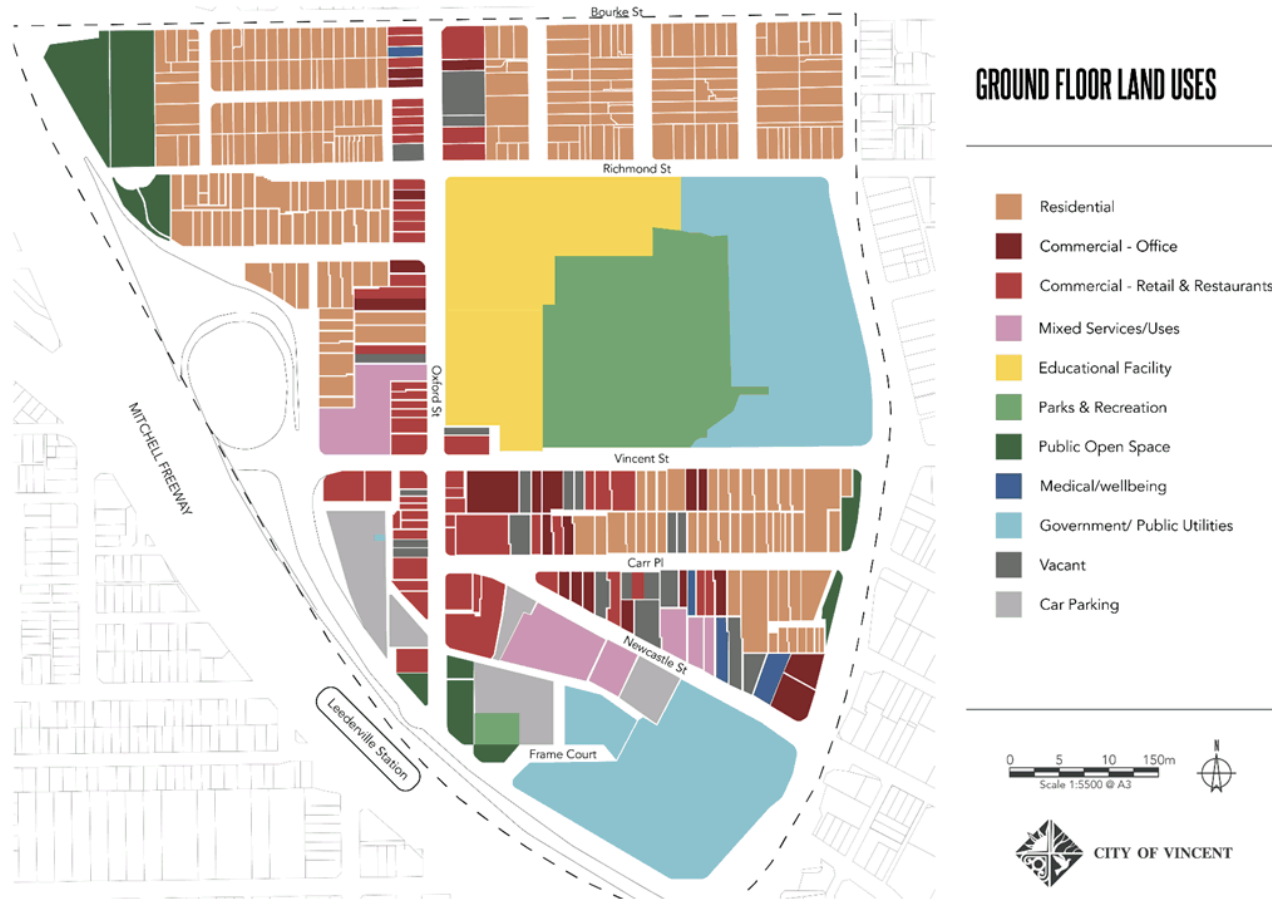


Figure 11 - Existing land uses

2.6 Demographic profile

An in-depth review of the demographics of the precinct is contained within the Economic Profile Report (Leederville Activity Centre Structure Plan Part 1: Background population, demographics and economic profile). Key data points are summarised below.

2.6.1 Residential population

As of 2017, the usual resident population of the Leederville Precinct was 1,137, which is forecast to grow to 3,175 persons by 2041, representing an average annual increase of 3.7%.

2.6.2 Age

Between 2001 and 2016 the precinct has seen a 2.9% fall in the number of children under the age of 15. On the contrary, the proportion of the population aged between 20 and 40 has increased by 5.9%. The increase in the young population with a simultaneous decrease in the number of children would suggest the precinct is predominantly made up of working professionals.

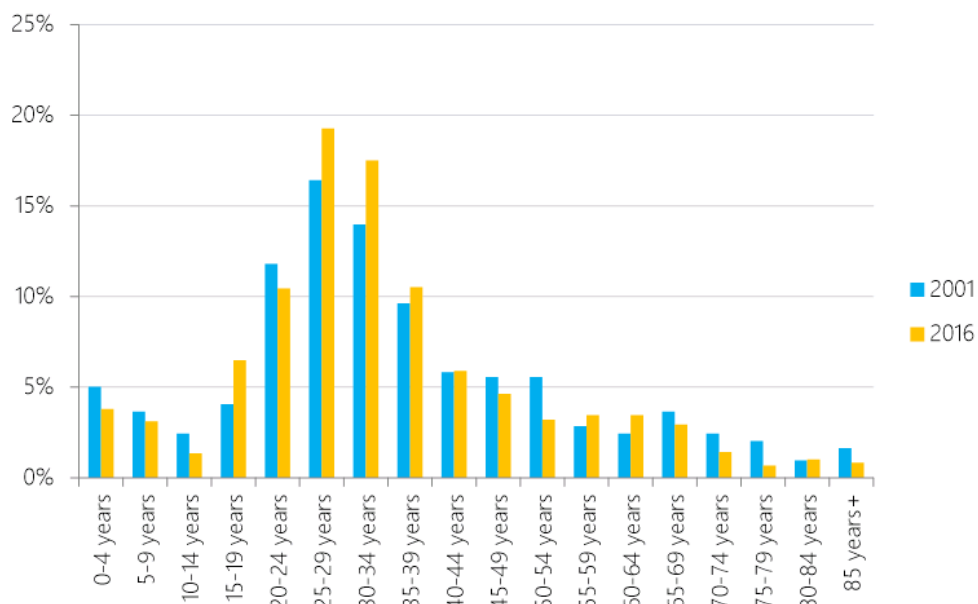


Figure 12 - Age demographics for residents within LPSP 2001-2016

2.6.3 Dwelling forecasts

Based on the population forecast, estimated future household size and dwelling occupancy, the number of dwellings to 2041 has been estimated at 1,528 dwellings, up from 655 in 2016. This equates to an additional 35 (approximately) dwellings per year over the period.

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	2016	2021	2031	2041
Population	1334	1604	2364	3175
Average Household Size	2.1	2.13	2.14	2.14
Occupancy	97%	97%	97%	97%
Dwellings	655	775	1138	1528

Figure 13 - Forecasted dwelling requirements to meet population demand

2.6.4 Other key demographic indicators

As noted in Appendix 1, the following summarises the key socio-demographic characteristics of the precinct:

- Personal (\$59,007) and household (\$130,285) incomes within the catchment area are significantly above the Perth metropolitan (\$44,873 and \$115,842) and Australian (\$39,800 and \$101,610) averages.
- The average household size within the precinct is 2.2, which is below the Perth Metropolitan average of 2.6. Likely driven by a high proportion of lone person households 17.8% compared to the metropolitan average of 10.2%.
- There is a high proportion of 30-39 and 20-29 year olds (20.9% and 18.8%) compared with the metropolitan average (15.2% and 14.6%).
- Residents of the catchment area are largely homeowners (58.2%) of which most have a mortgage. The precinct has a significant proportion of renters (41.3%) compared to the metropolitan average (27.4%).
- The precinct is largely made up of Australian born residents (60.9%) which is in line with the metropolitan average (61.4%).
- Couples with dependent children are the largest family type within the catchment area at 40.6% followed by couples without children at 27.5%.
- Residents generally have one (43.4%) or two cars (38%), in line with the metropolitan average.

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3 Planning Context

3.1 Zoning and Reservations

3.1.1 Metropolitan Region Scheme

The Metropolitan Region Scheme (MRS) is a statutory State Government planning instrument which broadly guides the distribution of land use throughout the Perth metropolitan region by designating 'zones' and 'reserves'.

Most of the Leederville Precinct is zoned Urban over its commercial, residential and retail landholdings. The remainder of the land is reserved for Parks and Recreation (Leederville Oval), Technical School (TAFE Leederville), Primary Regional Road and Other Regional Road (Figure 14).

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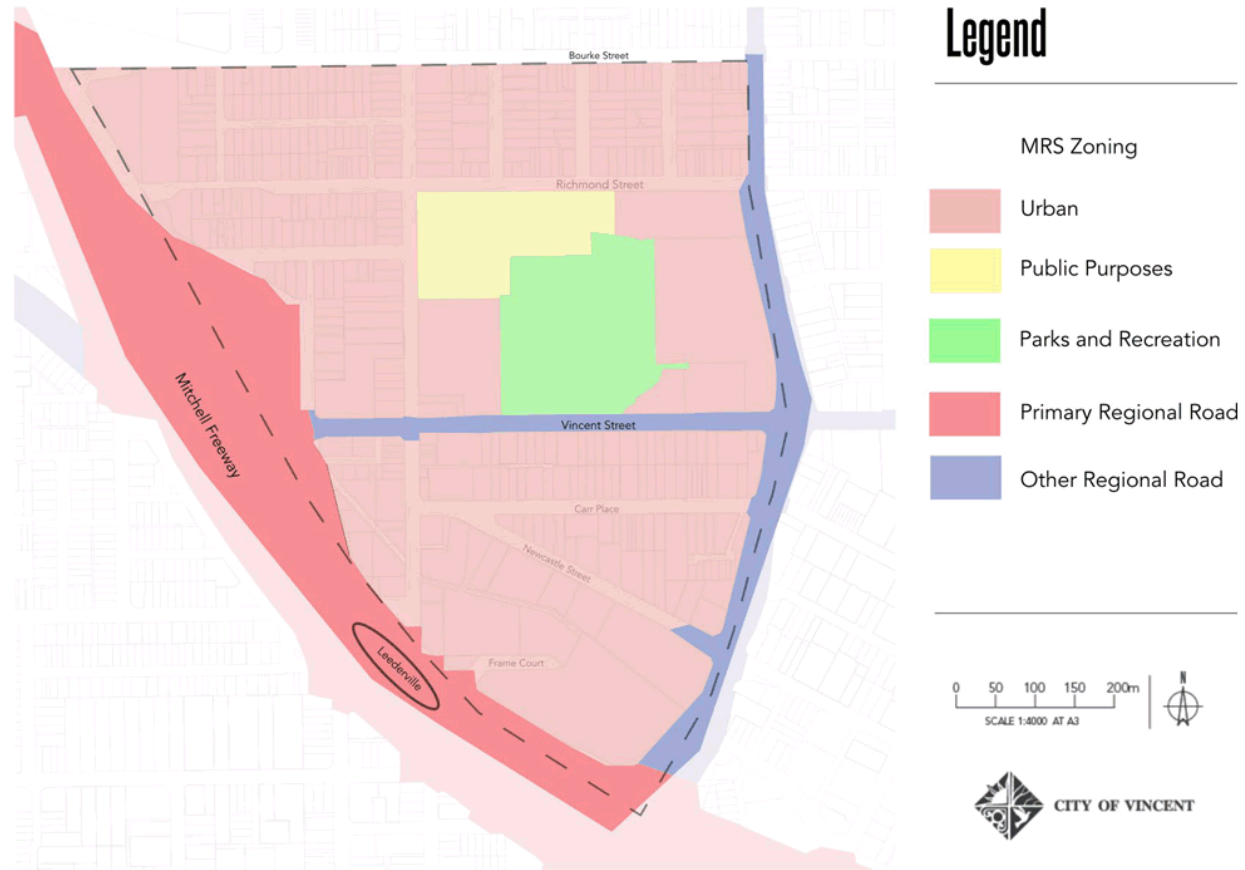


Figure 14 - MRS zoning

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3.1.2 Local Planning Scheme No.2

The Leederville Precinct is predominantly zoned Regional Centre (RC) under the City's Local Planning Scheme No. 2. The Precinct also contains Residential and Commercial zoned areas to the west and north of the precinct area. The City's administration offices, library and community centre (including Loftus Recreation Centre) are reserved for Public Purposes (Figure 15 - Local Planning Scheme zoning).

Scheme Amendment 7 is currently progressing to classify the entire area as a 'Centre' zone. The result of this will be that all zones and reserves are allocated through the Leederville Precinct Structure Plan, rather than by the Scheme. This will also remove any conflicts between the land use permissibility afforded by the two documents.

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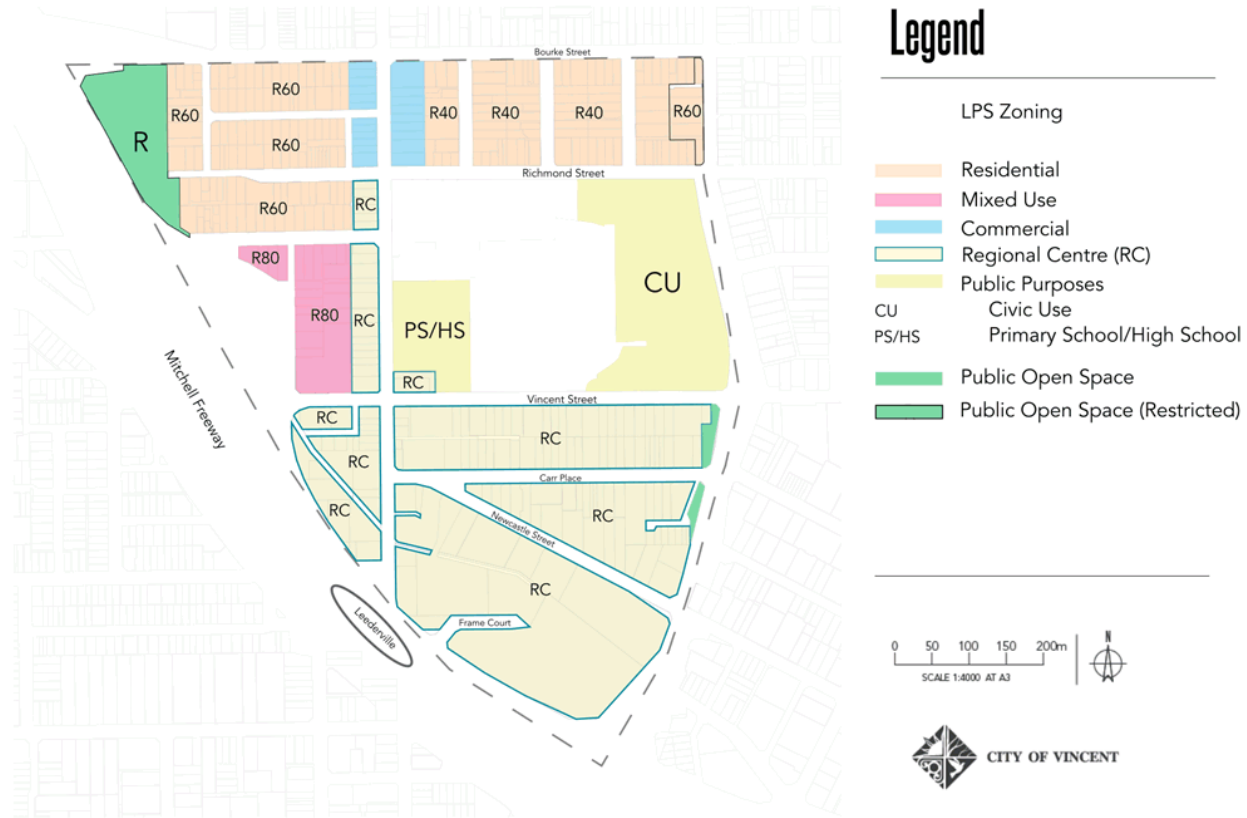


Figure 15 - Local Planning Scheme zoning

3.2 Regional and sub-regional framework

Perth and Peel @ 3.5 Million

The WAPC released the Perth and Peel @ 3.5 million land use planning and infrastructure framework in March 2018. It sets out an overarching framework for the Perth and Peel region to shift to a more sustainable development pattern to accommodate a population of 3.5 million people by 2050.

Perth and Peel @ 3.5 Million provides guidance on where new urban and infill development should occur over the next 30 years to minimise the negative impacts of urban growth on the environment, areas of heritage significance, land availability, and infrastructure.

The City of Vincent is located within the Central Sub-Region of the framework, which forms part of the regional implementation strategy for *Perth and Peel at 3.5 million*. This catchment is forecast to accommodate 468,000 additional people by 2050, bringing the population in this region to over 1.2 million people.

The framework indicates that there will be an additional 11,490 dwellings and 25,270 people in the City of Vincent by the year 2050. More specifically for the Leederville Precinct, the framework anticipates an increase in job numbers from 3,970 in 2011 to 6,610 in 2050.

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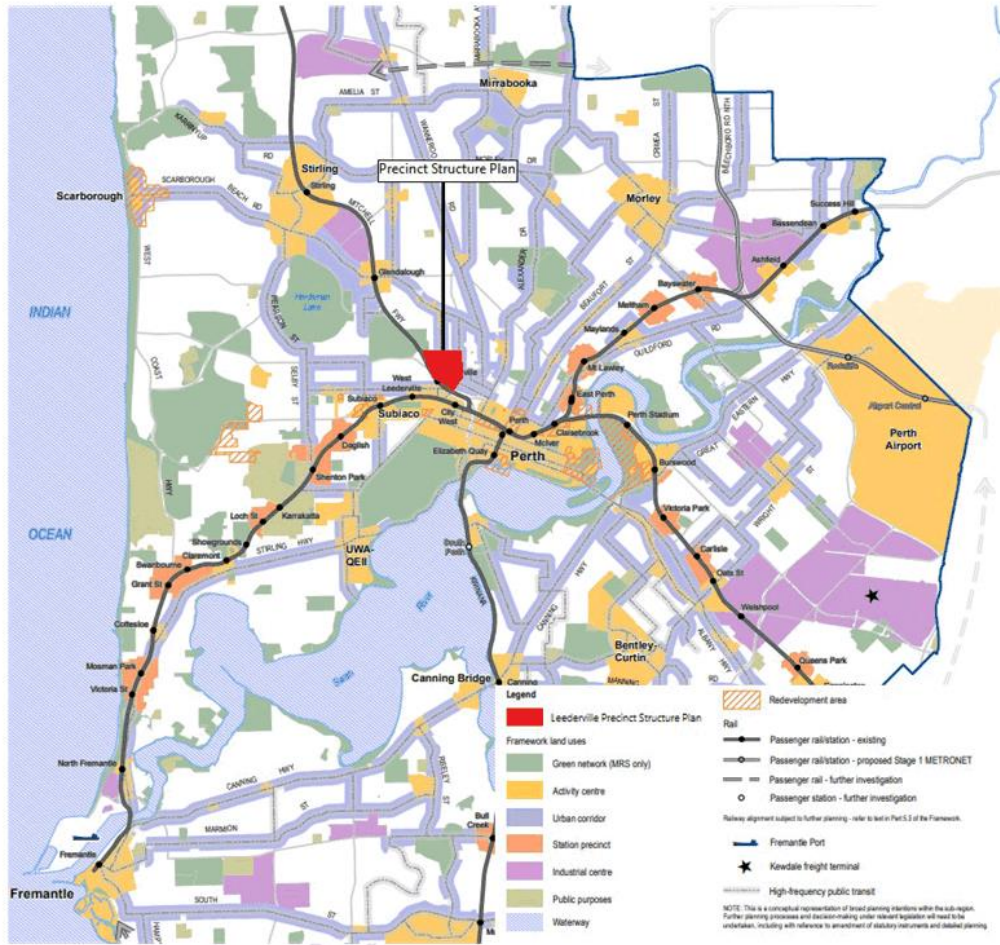


Figure 16 - Precinct metropolitan context (Perth and Peel @ 3.5 million)

3.3 State planning policies

The following State Planning Policies require and guide the development of the LPSP. In the development of the LPSP the documents have been considered, the manner and form followed, and the requirements addressed.

State Planning Policy 4.2: Activity Centres for Perth and Peel (SPP 4.2)

SPP 4.2 specifies requirements for the planning, design and development of new activity centres, and the redevelopment and renewal of existing centres in Perth and Peel.

SPP 4.2 is primarily concerned with the distribution, function, broad land use and urban design criteria of activity centres and coordinating their land use and associated infrastructure planning. Activity centres are community focal points, and can include activities such as commercial, retail, higher-density housing, entertainment, tourism, civic or community, higher education, and medical services.

SPP 4.2 guides the preparation and review of local planning strategies, schemes and structure plans, and development control. SPP 4.2 covers the following types of activity centres:

- Perth Capital City
- Strategic Metropolitan Centres
- Secondary Centres
- Specialised Centres
- District Centres
- Neighbourhood Centres (supplemented by Local Centres)

Leederville is classified as a Secondary Centre in SPP 4.2. Secondary Centres share similar characteristics with larger Strategic Metropolitan Centres (i.e. Joondalup, Morley, Midland), but serve a smaller catchment and offer a more limited range of services, facilities and employment opportunities. They perform an important role in Perth's economy and provide essential services to their catchments.

In total, SPP 4.2 identifies 19 secondary centres across the central, north-west, north-east, south-west, south metropolitan peel sub-regions. SPP 4.2 specifies the density targets of Secondary Centres, being a minimum 25 dwellings per gross hectare, and a desirable 35 dwellings per gross hectare within a 400m walkable catchment of the centre.

In December 2020, a revised draft SPP 4.2 was released along with the 'Precinct Plan Manner and Form' and 'Precinct Design Guidelines'. These three new documents along with the substantive SPP 4.2 have all been used to aid the design of this Precinct Structure Plan.

State Planning Policy 5.4: Road and Rail Transport Noise (SPP 5.4)

The purpose of SPP 5.4 is to minimise the adverse impact of road and rail noise on sensitive land uses or developments within a specified distance of significant freight and traffic routes.

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SPP 5.4 applies to the preparation and assessment of planning instruments where any of the following are proposed:

- Noise-sensitive land-use within SPP 5.4's trigger distance of a transport corridor.
- New or major upgrades of roads.
- Any other works that increase capacity for rail vehicle storage or movement and will result in an increased level of noise.

SPP 5.4 identifies the State's transport corridors and the trigger distances to which the policy applies. As noted in Figure 17 - SPP 5.4 affected areas, the Leederville precinct is significantly affected by 'strategic freight or major traffic route' (Mitchell Freeway), 'other significant freight or traffic route' (Vincent and Loftus Streets) as well as the 'Metropolitan passenger railway' (Leederville station, Joondalup line).

The trigger distances should not be interpreted to predict whether land is or is not affected by noise. Instead, where any part of the lot is within the specified trigger distance, an assessment against SPP 5.4 is required to determine the level of transport noise management or mitigation required. This is usually undertaken at the time of development application. Part 1 of the LPSP includes a trigger to this effect.

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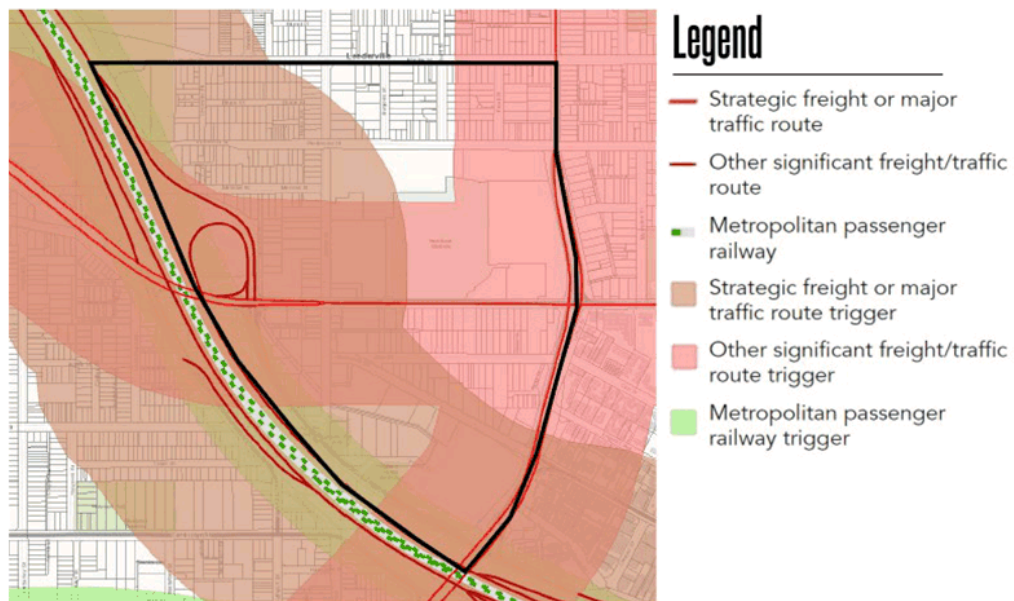


Figure 17 - SPP 5.4 affected areas

State Planning Policy 7.0 Design of the Built Environment (SPP 7.0)

The Design of the Built Environment policy addresses the design quality of the built environment across all planning and development types, to deliver broad economic, environmental, social and cultural benefit. It is also intended to improve the consistency and rigour of design review and assessment processes across the State.

Design WA Stage One became operational following publication in the Government Gazette on 24 May 2019. Stage One includes the release of State Planning Policy 7.3 Residential Design Codes Volume 1 and Volume 2, and Design Review Guide.

State Planning Policy 7.2 Precinct Design (SPP 7.2)

SPP 7.2 guides the preparation and evaluation of planning proposals for areas that require a high level of planning and design focus due to their complexity - such as planned infill development, activity centres or areas with certain values such as heritage or local character.

The Guidelines introduce the concept of design review into precinct planning through six performance-based design elements. The Guidelines have been built upon the 10 Design Principles contained in SPP 7.0.

State Planning Policy 7.3 Residential Design Codes (R-Codes)

The purpose of the R-Codes is to provide comprehensive guidance for residential development throughout Western Australia. The ACP - Part 1 includes provisions that replace and amend some of the R-Codes design elements of the R-Codes for residential and mixed use development.

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Volume 1

SPP 3.1 Residential Design Codes (SPP 3.1) was replaced by SPP 7.3 – Volume 1, which includes all existing content from SPP 3.1, with the exception Part 6. Volume 1 deals with design elements for single and grouped dwellings in areas coded less than R40.

Volume 2

Volume 2 has replaced the content of Part 6 of the SPP 3.1, focusing on improved design outcomes for apartments (multiple dwellings). The purpose of Volume 2 is to provide comprehensive guidance and controls for the development of multiple dwellings (apartments) in areas coded R40 and above, within mixed use development and activity centres.

State Planning Policy 3.6 Development Contributions for Infrastructure

The Policy outlines the principles and considerations that apply to development contributions for the provision of infrastructure in new and established urban areas. The policy does not apply to the precinct as the infrastructure is established and requires upgrade during redevelopment.

New infrastructure through development incentives are provided in Part 1.

Development Control Policy 1.6: Planning to support transit use and development (DCP 1.6)

DCP 1.6 promotes increased accessibility to and functionality of train stations via transit oriented development. The policy encourages development that provides:

- A safe, convenient and attractive street network and walking environment within the station catchment (800m);
- High density residential development within the station catchment at a minimum of 25 dwellings per gross hectare;
- Land uses and activities that generate transit strips should be located within the station catchment, providing for a mixed use neighbourhood; and
- Providing a high quality public realm that supports walking to and from transit stations.

3.4 Local Planning Strategy

The City of Vincent Local Planning Strategy determines land uses, densities, and a clear planning direction and vision for future development in Vincent. It identifies the Leederville town centre as a planned urban growth area, delivering a mix of high density residential and commercial uses consistent with Transit Oriented Development (TOD) principles as well as the State planning framework.

Key recommendations of the Local Planning Strategy include:

- Activity or Town centres as focal points for economic activity;

- Focus on redevelopment of the Leederville centre, as a secondary centre through the implementation of a Structure Plan; and
- High density mixed use and high density residential development to be specifically targeted and located within proximity to train stations and along high frequency bus routes by applying the principles of TOD.

The Local Planning Strategy identifies actions to implement its recommendations. These include:

- Provide medium to high residential densities to support commercial viability, employment growth, local government investment and private sector leverage opportunities;
- Encourage innovative approaches and shared parking initiatives for property developments;
- Use of planning controls and performance-based criteria to encourage the development of a variety of accommodation types; and
- Encourage public open space in large developments to address the principles of water sensitive urban design (WSUD).

Strategic Community Plan (SCP)

The SCP is one of the City’s most significant guiding documents and establishes the community’s vision for Vincent’s future. The SCP drives planning, budgeting, resource allocation and service delivery over the next decade, to focus the city’s efforts and align its activities to achieve the community’s vision.

The SCP establishes six key priorities:



Figure 18 - SCP key priorities

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Of particular relevance for this structure plan are the 'Thriving Places' and 'Sensitive Design' priorities. The City wants to support the organic growth of the Leederville centre while delivering high quality, sustainable design.

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3.5 Local Planning Policies

Policy Title	What does the policy do?	How does it affect the LPSP?
Leederville Built Form Guidelines	Provides a master plan of the precinct, dividing the precinct into 8 separate areas with their own vision and set of development criteria.	This policy provides specific development criteria which currently applies. The Built Form Guidelines are superseded by the LPSP.
LPP 7.1.1 - Built Form	Replaces several provisions within the R-Codes; and Provides specific and desirable outcomes for the City and is tailor made to each precinct.	This policy also forms part of the existing framework for development in the precinct. Any matters that aren't specifically dealt with by the LPSP will default to the existing controls within this policy.
LPP 7.5.13 - Percent for Public Art	Details how developments are to provide public art, what this is to look like and where it is to be located.	Any large-scale future development within the precinct will be required to either provide public art or contribute financially to the cost of public art within the precinct.
LPP 7.6.1 – 7.6.9 (inclusive) Heritage policies	These policies provide assessment criteria for development of heritage places and those adjacent to; and Provide details of financial incentives for heritage listed properties.	Pertaining to the 18 listed heritage properties within the precinct, these policy measures will aim to complement the LPSP by ensuring any development on heritage listed sites is appropriately managed.
LPP 7.7.1 Non-Residential Parking Requirements	This policy sets out the requirements for parking provision as well as cash in lieu for parking and seeks to move toward more sustainable transport modes to reduce dependence on single person private car ownership.	Specify the number and type of parking spaces required within the precinct for new development.

3.6 Leederville Town Centre Place Plan

The Place Plan outlines the funds and resources the City has specifically committed to the Leederville Town Centre. The boundary of Leederville Town Centre extends beyond the City of Vincent's Town Planning Scheme No. 2 Regional Centre Scheme Zone to incorporate the additional Commercial Scheme Zone on Oxford Street between Richmond Street and Bourke Street.

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Each of the City's Place Plans have been developed in collaboration with the Local Town Team, for Leederville the Town Team is Leederville Connect. The City works collaboratively with all local community members and groups, including the town team to deliver locally based activations and events, physical improvements, and economic and community development initiatives.

The Place Plan lists the implementation schedule for all the major initiatives being undertaken in the Leederville Town Centre by the City of Vincent. Such initiatives include but are not limited to public realm upgrades, marketing initiatives, economic and community development projects, and policy and procedural improvements. Additionally, some initiatives have been identified to be jointly delivered with Leederville Connect. The Place Plans provide a robust, planned, and integrated approach to project identification and delivery.

The Place Plan is reviewed and updated annually. This allows the progress of actions to be reported on, including updating actions to reflect where they are in the project delivery cycle, and for newly identified actions to be included.

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4 Vision

The vision for the Leederville Precinct is:

A thriving, connected and sustainable local village that showcases and preserves its rich cultural and natural elements.

4.1 General Objectives

The general objectives apply across the entire precinct and relate to each of the themes within the Strategic Community Plan 2018 – 2028.

 <p>Enhanced Environment</p>	<ol style="list-style-type: none"> 1 Retain and increase tree canopy. 2 Include high quality landscaping in new developments. 3 Provide public open space to meet the future needs of the precinct.
 <p>Accessible City</p>	<ol style="list-style-type: none"> 4 Prioritise pedestrians; followed by cyclists; followed by public transport users; followed by people who choose to drive. 5 Prioritise pedestrian, cycling and public transport users' safety and efficiency. 6 Provide a variety of land uses around public transport nodes. 7 Facilitate a mode shift away from private vehicles. 8 Improve access into and around the precinct. 9 Improve public transport patronage.
 <p>Connected Community</p>	<ol style="list-style-type: none"> 10 Provide spaces for events, festivals, markets and activities. 11 Build places to play, relax and be entertained. 12 Maintain and enhance community and education options.
 <p>Thriving Places</p>	<ol style="list-style-type: none"> 13 Activate street-facing shop fronts and offices. 14 Provide a diverse range of land uses and dwelling types to cater for all members of the community. 15 Achieve a critical mass of residents, visitors and workers to support new retail and community offerings. 16 Improve the quality, safety and comfort of the precinct.
 <p>Sensitive Design</p>	<ol style="list-style-type: none"> 17 Maintain daylight access to public and private open spaces. 18 Retain and enhance established character and heritage elements. 19 Scale and design buildings to respect and complement existing character. 20 Facilitate height and density that is sensitive to human scale. 21 Achieve exemplary design outcomes.
 <p>Innovative & Accountable</p>	<ol style="list-style-type: none"> 22 Conduct transparent and sincere assessment and engagement. 23 Respond to infrastructure and asset deficiencies. 24 Advocate for changes outside of the City's control.

4.2 Sub-Precinct Objectives

The Leederville Precinct is made of 8 sub-precincts shown on Plan 2, each with its own set of additional objectives as follows:

4.2.1 Village

The Village should be:

- a The primary activity core of Leederville.
- b The place where people come together.
- c Maintained as an area of both grungy and classical character.
- d Easy to get into and get around.
- e Bright and breathable, with plenty of natural shade.
- f Providing the key services and amenities for the area.

4.2.2 Urban Frame

The Urban Frame should be:

- a A medium to large-scale residential (Urban Frame Type B) and mixed use area (Urban Frame Types A and C).
- b Carefully designed to avoid impacts on existing neighbours.
- c An attractive and safe entry point to the core of Leederville for pedestrian, cyclists and vehicles.
- d Well-landscaped with lots of shade, green spaces and places to relax.

4.2.3 Cityscape

The Cityscape should be:

- a A place with mixed uses that complement each other.
- b The location for long-term development outcomes.
- c The place where landmark development shapes the Leederville skyline.
- d Designed to encourage public transport usage.
- e A showcase for sustainability and reuse.
- f A higher density mixed-use and residential area.
- g A key contributor to the success of the Village.

4.2.4 Suburban

The Suburban sub-precinct should be:

- a A predominantly low-scale residential area.

- b Respectful of existing dwellings and the desired streetscape.
- c Shady and green throughout.
- d A safe space for cyclists and pedestrians with low traffic volumes.
- e Designed to encourage neighbourly interaction.

4.2.5 Education and Civic

The Education and Civic sub-precinct should be:

- a The main education area in Leederville.
- b A growing sports precinct, focussing on sport for all people.
- c Home to a variety of complementary and ancillary land uses.

4.3 Sub-Precinct Character

4.3.1 Village

Existing Character

The Village Precinct is the heart of the Leederville Town Centre, the hub of activity and vibrancy. The precinct has an alternative, urban character and maintains clear sky views as a result of a low building scale. Established median trees provide a strong visual relief from the urban fabric. There is a closeness and intimacy created by the buildings, continuous awnings and trees that solidifies this space as the focal point of activity. Continuous awnings over the public street verge from buildings with nil setbacks is a key contributor to the pedestrian experience through this area. These awnings contribute to the integration of the public and private realm, with a strong level of interaction between the street and businesses.

The road treatment (on-street parking and coloured asphalt) and reduced speed limits along Oxford Street provide a visual cue to define the space as a pedestrian environment. Street furniture includes parklets (car bays converted into public spaces), bicycle parking racks, shop and parking signage, rubbish bins, bus stops and seating. However, it is the mix of retail, cafes and restaurants that spill out into the street that contribute to the buzz of activity and create a lively, energetic atmosphere.

Murals and artwork throughout Oxford Street add colour and interest to the area, particularly on walls and thoroughfares that would otherwise be blank. Building materials include a variety of colours and textures that contribute to the unique character.

Immediately north of Vincent Street, active land uses of the Oxford Street are continued. However, the road treatment has an abrupt change, the intersection of Oxford Street and Vincent Street is very open and, as a result, the intimacy of the urban environment is lost.

Desired Character

The Village sub-precinct will continue to be the heart of the Activity Centre by providing a focal point for retail and hospitality activity. It is also most suitable for creating public social spaces and community meeting areas. The latter is already at a stage of early formation in the form of the Oxford Street reserve. The level of activity will be increased through all times of the day through the intensification of the surrounding residential areas. It is critical that the built form within the Village precinct is kept at its existing single and two-storey scale in order to preserve the existing character. Some limited redevelopment of existing buildings will be permitted so long as redevelopment retains the heritage character, built form scale is kept low and clear sky views are maintained; all of which are the redeeming characteristics of this precinct. A single and two-storey maximum is considered to safeguard this character for the greater benefit of the Activity Centre.

Recommendations for Part 1

#	Recommendation	Ref.
1	Permit a range of land uses to improve day and night time activity, within premises and out onto the street in form of alfresco spaces, Parklets and the like, with land uses centred on retail, café and restaurants.	Plan 1 Clause 3
2	Discourage the demolition of character buildings.	Part 1 Clause 5.1.9
3	Provide new pedestrian linkages to improve accessibility to the area from outside of the Village Precinct and beyond	Plan 2 Clause 4
4	Maintain the human scale of the centre of the village through low building heights	Part 1 Clause 5.2
5	Street trees, Parklets, pedestrian footpath improvements and continuous awnings will enhance pedestrian amenity	Part 1 Clause 5.1.13 Clause 5.1.1
6	Streets within the area to be slow vehicle environments with a focus on pedestrian and cycling legibility and safety.	Part 1 Clause 5.1.13
7	Murals and artwork throughout the area to add colour, interest and wayfinding for the precinct including the consideration of dual naming.	Part 1 Clause 5.1.2
8	Creation of public spaces which acknowledge the cultural heritage of the precinct.	Part 1 Clause 6.1

4.3.2 Urban FrameExisting Character

The Urban Frame precincts do not present a consistent style due to the presence of original residential and commercial land uses.

The character of Vincent Street being the Urban Frame Type A sub-precinct is in a state of transition, moving from a suburban, residential dominated character to a high density, mixed use corridor. Recent development has seen a shift from single residential dwellings to mixed use buildings, introducing commercial elements on the ground floor.

Vincent Street is a major road, carrying both local and regional movements. It therefore creates a strong visual and functional divide across the town centre. Footpaths and verges along the southern frontage are narrow and the growth of scattered street trees is limited and therefore accentuates the high voltage overhead power lines which are present along its length.

The area towards the eastern end of Carr Place and Vincent Street (Urban Frame Type B) is predominantly residential. Being a cul-de-sac, the street is quiet however limited verge space, narrow footpaths, street trees, on-street parking as well as parking within the front setback on many of the non-residential uses has created a congested streetscape.

Oxford Street (north) being the Urban Frame Type C sub-precinct comprises varied building sizes, heights and setbacks creating an open urban form. Land uses are varied and do not consistently interact with the streetscape. Uses present in the area include the TAFE and School of Isolated and Distance Education, residential (in the form of multiple and single dwellings) and a range of original commercial buildings and ground-floor commercial tenancies attached to new mixed-use developments. While there is a variety of street furniture including shop and parking signage, bicycle parking, benches, bus stops and rubbish bins, there is no cohesion in their design or form. There is a distinct lack of alfresco furniture and interaction, resulting in inactive frontages.

Desired Character

The Urban Frame precinct is intended to provide a transition zone in the form of transect urban design. This means that urban form should transition to the Village precinct with increasingly higher density development occurring within the higher order Urban Frame precinct (where height limits of up to 8-storeys apply) as well as the Cityscape precinct. Critical to the appropriate redevelopment of this area will be the implementation of podium provisions and building facades. This includes horizontal elements of facades between properties which should follow a similar line with only subtle variances where necessary. The proper application of the podium and transitional height provisions of Part 1 will ensure that developments fit within the existing context by reinforcing vertical grain and rhythm as well as safeguarding pedestrian scale across the precinct.

As the Urban Frame precinct acts as a transitional area to various lower or higher intensity precincts, it has been separated into three sub-precincts Types A, B and C to ensure an appropriate transition is achieved, creating spaces that complement the surrounds while they transition and develop.

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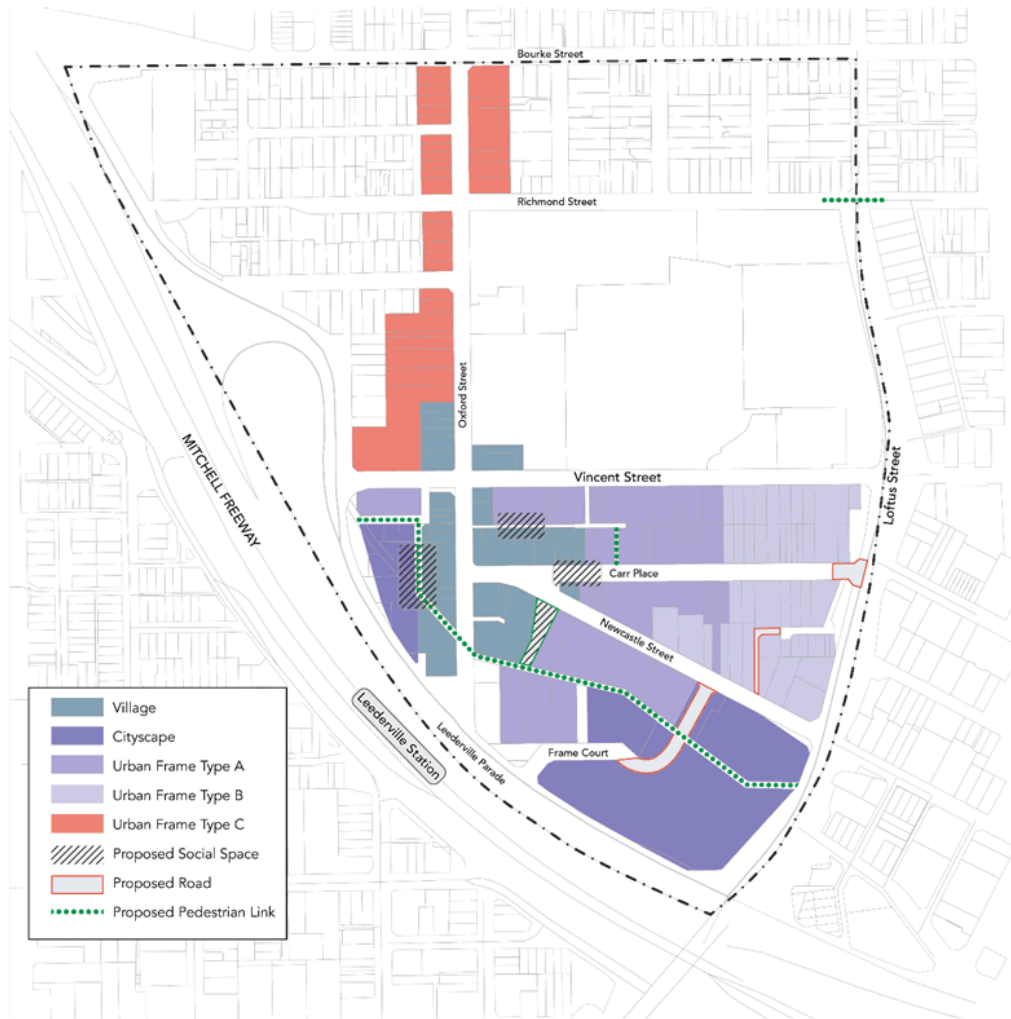


Figure 19 - LPSP Precincts

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4.3.3 Urban Frame – Type A

Urban Frame – Type A borders the Village sub-precinct. The built form and scale of developments within this area, particularly where they directly abut the Village, require a high-degree of sensitivity to ensure that they do not have a detrimental impact to the character of the Village.

Activity within this area will focus around a shift to high-density mixed-use development. Taller developments up to 8 storeys may be accommodated within the precinct, with commercial ground floor elements comprising a mix of office, civic, retail and restaurant uses.

Recommendations for Part 1

#	Recommendation	Ref.
1	New buildings adjacent to character buildings shall have an architectural character that respects and complements the existing character.	Part 1 Clause 5.1.9
2	Increase density to encourage varied uses, while recognising the existing heritage and character of the surrounding areas.	Plan 1 Part 1 Clause 5.1.9
3	Provide safe and comfortable pedestrian and cyclist networks	Plan 2
4	New pedestrian linkages are to be introduced to improve accessibility to the Village Precinct. The area provides a direct point of access to the Village Precinct from the outer areas of the Activity Centre.	Plan 2
5	Ensure landmark sites, including the Village Square, to be developed to a high quality in order to represent the character of Leederville via the Design Review Panel process	Part 1 Clause 5.1.2c

4.3.4 Urban Frame – Type B

The area towards the eastern end of Carr Place and Vincent Street is predominantly residential. Being a cul-de-sac, the street is quiet however the streetscape feels congested with limited verge space, narrow footpaths, street trees, on-street parking as well as parking within the front setback on many of the non-residential uses.

Recommendations for Part 1

#	Recommendation	Ref.
1	Provide safe and comfortable pedestrian cyclist networks.	Plan 2

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2	Existing verge trees are to be reinforced with additional street and landscaped setback areas to create a highly amenable, shady setting.	Part 1 Clauses 5.2-5.7 (Inclusive)
3	Ensure built form guidance responds to the existing sensitive residential uses.	Part 1 Clause 5.4

4.3.5 Urban Frame – Type C

Urban Frame – Type C is a transition area between the Village Precinct and Suburban Precinct. North of Vincent Street, road treatments of Oxford Street are characterised by traditional paving and grey asphalt, creating the impression of vehicle prioritisation over pedestrian movement. Median trees are less established, further adding to the vehicle-oriented urban environment. Oxford Street will need to be improved to achieve a pedestrian and cyclist focus.

Buildings throughout the precinct will be generally up to four storeys in height to create an acceptable transition between the Village Precinct and adjoining Suburban Precinct.

Activity within this area should focus on complementing the existing TAFE and School of Isolated and Distance Education educational uses. Medium density mixed-use developments would also be suitable for the area.

Recommendations for Part 1

#	Recommendation	Ref.
1	Improve the streetscape environment of Oxford Street (north of Vincent Street) to better integrate with Oxford Street (south of Vincent Street). Consistency in the use of awnings or canopies which are a feature on recent developments is encouraged.	Part 1 Clause 5.1.1
2	Street trees, Parklets, pedestrian footpath improvements and continuous awnings will enhance pedestrian amenity.	Plan 2 Part 1 Clause 5.1.1
3	Streets within the area to be slow vehicle environments with a focus on pedestrian and cycling legibility and safety.	Implementation item
4	A mix of land uses around existing educational land uses to complement and draw people out from the education and civic area, into the Village precinct.	Plan 1

4.3.6 Cityscape

Existing Character

This sub-precinct consists of the Avenue Car Park, the land on and surrounding the Water Corporation administration building, and the area north-east of Newcastle Street.

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The Avenue Car Park is a large landholding owned in freehold by the City. It contains many large shade trees but difficult pedestrian connections. The road pavement is in generally good condition, but the toilet block in the centre has not been upgraded in many years, leading to safety and hygiene concerns.

The Water Corporation site is the largest landholding in the Precinct and is currently home to the Water Corporation headquarters. The buildings and car parking take up the majority of the area, with landscaping and mature trees down the length of Loftus Street and Leederville Parade.

Newcastle Street (east) is characterised by commercial uses and has seen minimal new development in recent years. Most developments have nil street setbacks however these frontages have little interaction with the street and are either screened by signage or blinds, or contain minimal street front glazing. Car parking exists in the front of some properties which create a greater barrier between private and public space.

Although Newcastle Street serves less vehicle traffic than Vincent Street, the presence of the road is significant. A dedicated cycle path runs on both sides of the street between the vehicle traffic and on road car parking. The road is accentuated by the lack of street trees, narrow verges with limited landscaping on the southern side of the street.

Desired Character

The Cityscape precinct and landmark sites will deliver the most innovation and opportunity for the City. Where building form and mass has been constrained elsewhere, the Cityscape sub-precinct is intended to balance this. High density, sustainable development that showcases exemplary design will be supported in this area. Slender, well-spaced towers and appropriate podium treatments that maximise solar access to adjoining buildings and public spaces is necessary. Where development is proposed on large lots or proponents amalgamate multiple lots, new buildings should be broken up into smaller vertical elements to separate building mass and contribute to an appropriate human scale.

The Avenue Car Park has an opportunity to consolidate car parking into a multi-storey structure, freeing up land for more active uses, either commercial or residential.

Due to the size of No. 40 Frame Court, the Avenue Car Park and the Water Corporation site, further planning is required to deal with site-specific issues.

Recommendations for Part 1

#	Recommendation	Ref.
1	Increase density to encourage varied uses, while recognising the existing heritage and character of the surrounding areas.	Plan 1 Part 1 Clause 5.1.9 Clause 5.3.5
2	The area provides opportunity for environmentally sustainable design and energy efficiency.	Part 1 Clause 5.1.10

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3	High quality developments with an emphasis on developing an urban forest.	Part 1 Clause 5.1.3
4	Car parking to be consolidated in the Avenue Car Park as part of a comprehensive mixed use development.	Part 2 Clause 5.4.5
5	Separate detailed planning to be required for landmark sites such as Lot 101 Frame Court and the Water Corporation site, in order to achieve mutually beneficial growth of new community uses and spaces, via the Design Review Panel process.	Part 1 Clause 6.4 & 6.5 Part 1 5.1.2c
6	Ensure that new development reinforces the outcome of a pedestrianised environment, with built form acknowledging the human scale with appropriate street setbacks and height.	Part 1 Clause 5.3.2 & 5.3.3
7	The area provides opportunity for innovative mixed use, residential and commercial buildings through the City's Design Review Panel.	Part 1 Clause 5.1.2

4.3.7 Suburban

Existing Character

Richmond Street, Melrose Street, Bourke Street and Stamford Street are examples of an established suburban streetscape. Although there is strong historical character in these streets and the Village precinct, there is limited visual connection or integration between the two precincts.

The western end of Richmond Street is characterised by larger front setbacks, two-storey houses and grouped dwellings. There are some existing character dwellings, but most of the area is developed in a contemporary style. The eastern half of Richmond Street contains more character dwellings in Federation and Californian Bungalow styles with red brick, feature render, tiled roofs, open fencing, and lesser setbacks. The western half of Richmond Street is narrow compared to the east. Both sides have street trees and on-street parking.

Melrose Street has a predominately single-storey suburban character with narrow footpaths and grassed verges. There are street trees present on both sides; however, overhead power lines have limited the growth of the trees.

Bourke Street has an established suburban character of the federation period. The street is predominately single storey with consistent setbacks for front garden areas. There are some examples of new two storey town houses and a modern streetscape at the intersection of Oxford Street.

Stamford Street contains a very limited number of character homes as most of the area has been developed through the '80s to '00s. Being directly adjacent to the Mitchell Freeway off-ramp has a negative impact on the amenity of the area but the traffic on Stamford Street itself is very low

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Desired Character

The Suburban Type C sub-precinct is the priority for character protection and enhancement. As such, it is proposed to remain as R40 residential, with no additional development requirements outside of the Built Form Policy and R-Codes. The Suburban Type A and B sub-precincts have had their character degraded too much to be protected and would benefit from contemporary development and additional private investment.

Recommendations for Part 1

#	Recommendation	Ref.
1	Facilitate a range of dwelling types that cater to a mix of demographic and living needs while supporting the ongoing vibrancy of the Activity Centre area.	Part 1 Part 5.1.7
2	Streets within the area to be slow vehicle environments with a focus on pedestrian and cycling legibility and safety.	Plan 2
3	Land south of Melrose Street should be classified as R80.	Plan 1
4	Land north of Melrose Street should be classified as R60.	Plan 1
5	The removal of existing character homes is to be avoided in the Suburban Type C sub-precinct.	Part 1 5.1.9
6	Building heights should be 4 storey closer to the town centre and 3 storey as the interface to the northern residential areas outside of the precinct.	Part 1 Clause 5.6 Clause 5.7

5 Design Elements

5.1 Urban Ecology

5.1.1 Topographical features

The topography of the precinct slopes gently towards the southwest, ranging from approximately 28 metres Australian Height Datum (AHD) just north of the Loftus Street and Vincent Street intersection to approximately 14 metres AHD along the Mitchell Freeway on the south-western boundary (Figure 20 - Topographic map)

Regional mapping indicates the soils are Spearwood Sands (S7 phase) which are described as:

Sands derived from Tamala Limestone. Sand, pale and olive yellow, medium to coarse grained, sub-angular to sub-rounded quartz, trace of feldspar, moderately sorted, of residual origin.

The precinct contains a significant portion of land identified as having a moderate to high risk of Acid Sulphate Soils, within 3m of the natural soil surface (Figure 21 - Contaminated sites & Acid Sulphate Soils (DWER)). An on-site investigation should be undertaken for each development within the Acid Sulphate Soils risk area.

The Leederville Precinct also contains two separate contaminated sites, registered under the Contaminated Sites Act 2003 as 'Remediated Restricted Use' (Figure 21 - Contaminated sites & Acid Sulphate Soils (DWER)).

A full history of each of the sites is contained Part 3, however, both sites will require further investigation should sensitive land uses (i.e. child care, residential) be proposed on the land.

Recommendations for Part 1

#	Recommendation	Ref.
1	Key development sites shall undertake detailed studies to determine the extent of contamination and remediation required.	Part 1 Clause 5.1.3
2	Development within the moderate to high risk Acid Sulphate Soils area shall require investigative reports to be included with new development and subdivision applications.	Part 1 Clause 5.1.3

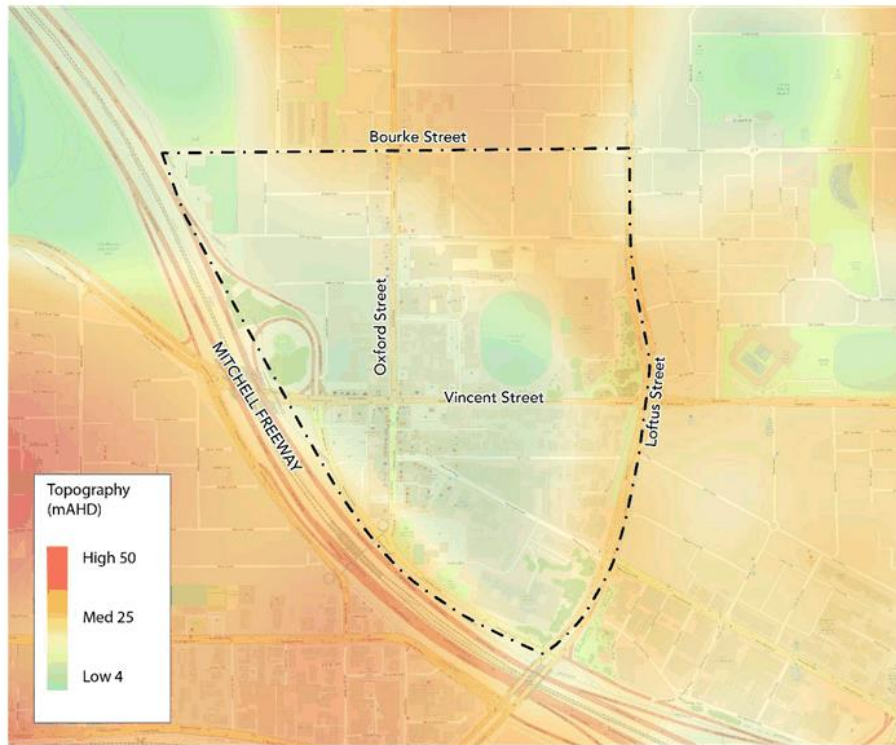


Figure 20 - Topographic map



Figure 21 - Contaminated sites & Acid Sulphate Soils (DWER)

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5.1.2 Biodiversity and environmental assets

The area is highly urbanised with remnant vegetation on the existing POS reserves and road reserves, primarily Mitchell Freeway and Loftus Street.

Eight rare, protected by international agreement or specially protected fauna have been identified within proximity to the precinct and the City. Species include two different types of black cockatoo, osprey and falcon, which may be transient visitors to the area. Additionally, suitable breeding and nesting habitat for other bird species and mammals may occur within Galup (Lake Monger) Reserve to the northwest (Source – DBCA).

Recommendations for Part 1

#	Recommendation	Ref.
1	Development proposing the removal of any native vegetation is required to first undertake a flora and fauna assessment.	Part 1 Clause 5.1.3

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5.1.3 Landscape and Vegetation

- The landscape and vegetation features of the Leederville Precinct are as follows: Street trees of both native and exotic species;
- Areas of medium and tall canopy cover located on the outer edge of the precinct, with reduced canopy towards the centre;
- Commercial areas lacking greenspace and vegetation due to increased hardstand areas for buildings;
- The majority of tree producing canopy cover is located on public land; and
- No water courses, however does contain a Water Corporation drain which abuts the Mitchell Freeway.

Trees and greenery in urban areas (urban forests) provide critical ecosystem services such as air and water filtration, shade, habitat, oxygen and cooling. An urban forest also provides opportunities for experiencing a connection to nature, which is often missing in urban areas.

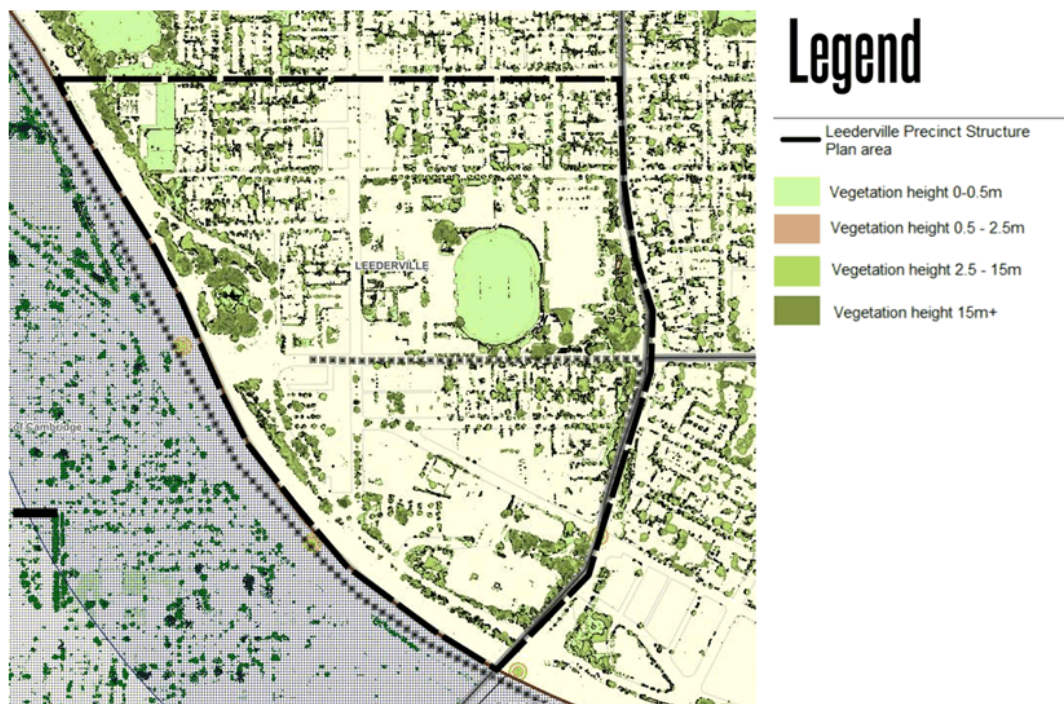


Figure 22 - Vegetation mapping (City of Vincent 2014)

The 'Urban Heat Island' effect is where an urban area is significantly warmer due to human activities, such as replacing trees and plants with hard surfaces like pavement and buildings which absorb and retain heat.

Due to the scale of development that has already occurred in Leederville, there is minimal existing landscaping and the opportunity for future landscaping is significantly reduced. As a result Figure 23 - Urban heat absorption with temperature shown in degrees (GHD) shows the extent of heat absorption for the precinct, resulting in higher temperatures, greater energy use and lower air quality.

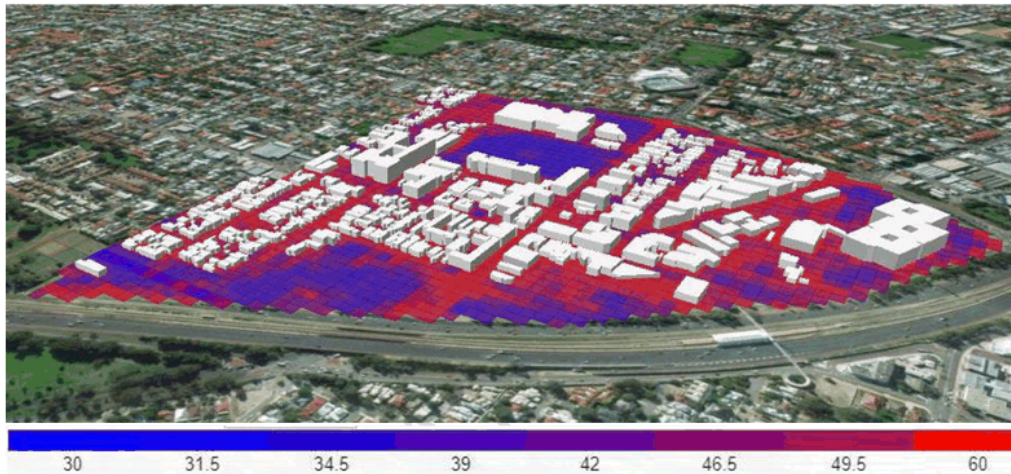


Figure 23 - Urban heat absorption with temperature shown in degrees (GHD)

As identified by the City's Greening Plan, the City is seeking to focus on increasing landscaping and tree canopy cover within the public realm as the priority, followed by appropriate landscaping on private land.

The City already undertakes a large planting program every year to cover public land with as much tree canopy as possible. For the Leederville Precinct, this means:

- Additional plantings for shade along streets and pedestrian 'desire lines'; and
- Tree planting in City managed open air car parks to achieve 60% canopy cover.

For private land, the Greening Plan proposes:

- The use of available planning instruments to mandate and incentivise the retention or reinstatement of vegetation;
- Investigating incentives for encouraging tree retention by property owners outside the development approval process; and
- Advocating for changes to State planning legislation and policy to facilitate protection of trees on privately owned land and owners against tree-related liability.

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The Greening Plan further focuses on opportunities to increase overall tree canopy cover, create more liveable neighbourhoods and foster biodiversity. These opportunities are sought on both public and privately owned land.

These outcomes will provide:

- Support to the community for greening projects throughout the City;
- Community input and participation in City driven greening initiatives;
- Additional plantings for shade along pedestrian 'desire lines';
- Tree planting in City managed open air car parks to achieve 60% canopy cover; and
- Complete 1.5km of additional 'Greenway' planting per year.

Recommendations for Part 1

#	Recommendation	Ref.
1	Green spaces to be integrated with built form to achieve consistency between private and public land.	Part 1 Clause 5.1.3
2	Ensure established trees with canopy are retained as part of any new development.	Part 1 Clause 5.1.3
3	Ensure new development provides adequate deep soil area to support and sustain the development of tree canopy on private land.	Part 1 Clause 5.1.3
4	Support for pedestrian desire lines, including the planting of native shade producing trees and vegetation	Implementation table

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5.1.4 Water management

Managing Perth's water resources is a critical component of integrating future population growth in a sustainable manner. Future development should incorporate Water Sensitive Urban Design (WSUD) principles to maximise efficient use of water and minimise wastage.

Urban infill traditionally decreases overall irrigation demands as turf, sand and garden areas are replaced by hard surfaces. The negative impact of this is an increased amount of unusable stormwater runoff, which is generally contaminated with pollutants from paths, roads and roofs. State Government initiatives embedded within SPP 7.0 aim to offset water run-off by requiring minimum landscaping areas for each development.

Recommendations for Part 1

#	Recommendation	Ref.
1	All development is to address and comply with the principles of Water Sensitive Urban Design (WSUD).	Part 1 Clause 5.1.10

5.1.5 Energy and climate change

There are many benefits of environmentally sustainable design, these include:

- reduced demand on fossil fuels;
- increased comfort from natural lighting and ventilation; and
- reduced energy costs.

As the City progresses to reach its infill targets under Perth and Peel @ 3.5million, it is imperative to ensure that new development is designed and constructed to reduce the overall impact on the environment.

All new development in the Leederville precinct must incorporate energy efficient building design to meet established benchmarks of State (Residential Design Codes of WA) and Local (Local Planning Policy No. 7.1.1 - Built Form) policies. All new buildings should be oriented to optimise solar access, natural cross ventilation and incorporate thermally efficient building materials.

These measures in addition to adequate waste and water management help move the City towards a zero-carbon future as identified in the Sustainable Environment Strategy (2019-2024).

Recommendations for Part 1

#	Recommendation	Ref.
1	Require all development to satisfy the Environmentally Sustainable Design requirements contained within Local Planning Policy No. 7.7.1 – Built Form.	Part 1 Clause 5.1.10

5.1.6 Waste management

By increasing residential and commercial capacity of the precinct through the LPSP, there will be a corresponding increase in the amount of waste produced by the precinct. As part of the City's commitment to reducing and eliminating its environmental footprint, the City has a vision to achieve zero waste to landfill by 2028 (City of Vincent Waste Strategy 2018-2023).

The City of Vincent's Waste Strategy provides for several key outcomes in order to reach more sustainable waste management. Some of these include:

- Food Organics and Garden Organics (FOGO) waste collection;
- Improving collection and waste recovery in multi-unit developments; and
- Increased education, awareness and promotional programs around waste management.

Recommendations for Part 1

#	Recommendation	Ref.
1	All waste storage facilities are to be provided in accordance with the City's waste guidelines for new developments. These guidelines include that waste storage facilities are to be on site and designed to be screened from public view.	Part 1 Clause 5.1.6
2	All residential waste storage areas must be separated from non-residential storage areas.	Part 1 Clause 5.1.6
3	A Waste Management Plan is required for all residential properties over two dwellings, mixed use developments, commercial, and other non-residential developments.	Part 1 Clause 5.1.6

5.1.7 Urban structure

While the area does have some land parcels which are not uniform in shape and size, such as the Water Corporation site and The Avenue car park (refer Figure 10 - Property Ownership), the majority of lots are rectangular.

Due to Vincent Street effectively dissecting the area into two halves, a North and South, the precinct contains two different types of urban structure and layout.

The north of Vincent Street is predominately suburban, with the education and civic sub precinct also making up the main land holding of the area. This area has the lowest housing density of the entire precinct and the lowest scale of commercial activity to support. The main transport linkages are Loftus, Vincent and Oxford streets, with other local access provided to the suburban sub precinct by Bourke, Richmond, Melrose and Stamford streets.

The south of Vincent Street is where the majority of commercial activity and mixed use residential development exists within the precinct. This area contains the bulk of the village

sub precinct, which has its focal point at the Oxford and Newcastle Street intersection. Vehicle access and movement across the area is supported by Oxford and Newcastle Streets, with Leederville Parade, Loftus and Vincent Streets on the periphery of the area.

It is imperative to the success of the precinct that the north and south of Vincent Street are brought together and designed as one to connect businesses with customers, and Leederville Oval with all of its future potential.

Scale and built form characteristics

Buildings in the precinct have a diverse style, scale, materials and form. In general, buildings range from single or double storey modest commercial or residential dwellings to larger landmark buildings of up to eight storeys in height. These include a mixture of masonry and steel, with some character buildings of timber and brick construction.

Recent development has embraced more contemporary building styles, with materials and finishes respecting the historic or character building sites nearby. The scale of mixed use and commercial development is the highest where it abuts the Village sub-precinct, with the latest construction earmarked for completion within the precinct (301 Vincent Street) set to be the current tallest building at 8 storeys.

Building heights, outside of the activity corridors of Newcastle, Vincent, Oxford and Carr Streets are relatively consistent at a height of 1-3 storeys.

Age and condition of development

The buildings within the precinct are of mixed condition and age. While some areas maintain relatively intact commercial buildings such as the dwellings south of Vincent Street, along Oxford Street, others are more remnant from the 1970s – present day, such as those located on the southern side of Vincent Street, east from Oxford Street.

Heritage

There are 19 heritage listed sites of various categories within the precinct (Figure 24 - Heritage and Character buildings).

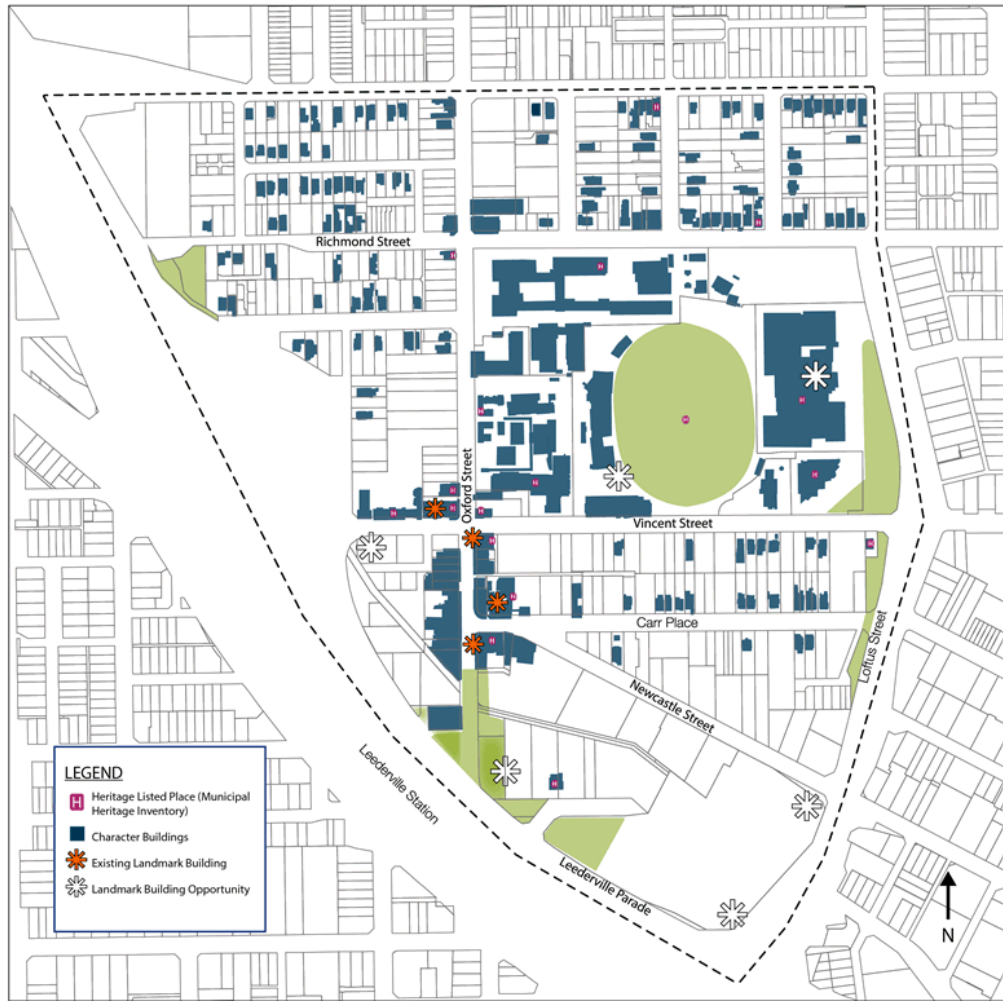


Figure 24 - Heritage and Character buildings

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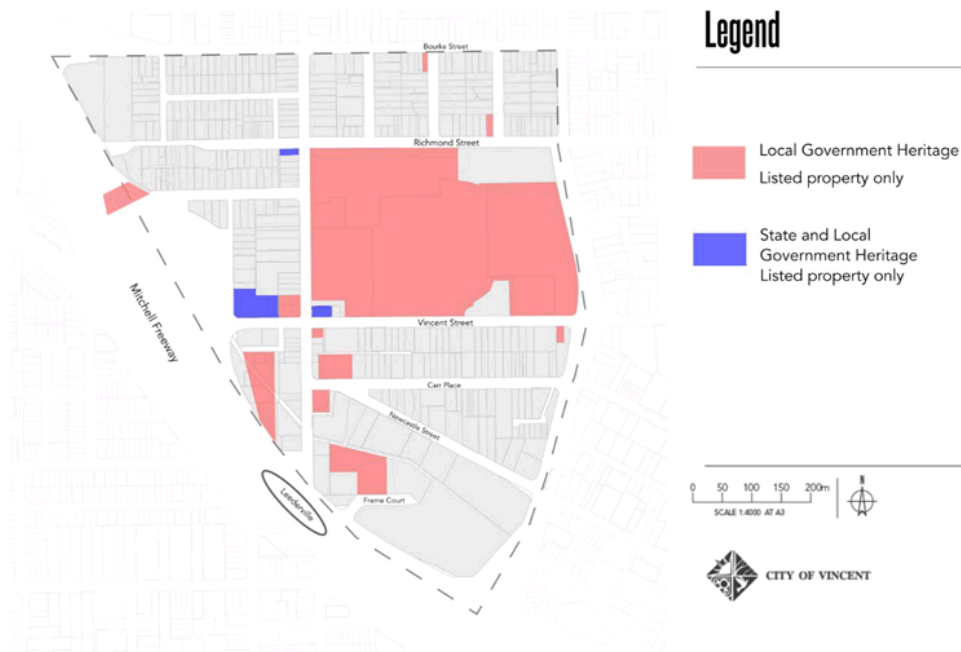


Figure 25 - Heritage listed properties

Of these properties with recognised heritage significance three have both state heritage listing as well as local heritage listing. These three places include:

- Leederville Post Office (156 Oxford Street);
- Drill Hall (177 Oxford Street); and
- Oddfellows Hall (217 Oxford Street).

Places entered on the Heritage List and the State Register and places within Heritage Areas require planning approval for demolition, alterations or other development affecting the cultural heritage significance of the place. Development incentives are available in LPS 2 to encourage the preservation and enhancement of these valued places.

Fourteen places are listed on the City's Local Heritage Survey (LHS). These include:

- 62 Frame Ct (The Y HQ);
- 112-124 Oxford Street;
- 150-154 Oxford Street;
- 742 Newcastle Street (Leederville Hotel);
- 1 The Avenue (Olive Trees);
- 69 Bourke Street;
- 245 Vincent Street;

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- 159 Oxford Street (New Oxford Cinema);
- 163-167 Oxford Street (Shopping Precinct);
- 244 Vincent Street (CoV Admin Building);
- 99 Loftus Street (Loftus Centre);
- 246 Vincent Street (Leederville Oval);
- Main Roads Reserve (Horrys Tree);
- 164 Oxford Street (Fmr Primary School);
- 43 Richmond Street (TAFE); and
- 64 Richmond Street.

Careful consideration has been given to development controls proposed in the LPSP – Part 1 to provide a respectful interface and built form transition to the heritage places within the area.

Crime Prevention Through Environmental Design

Crime Prevention Through Environmental Design (CPTED) principles are based on the idea that people's behaviour within the built environment is influenced by the design of that place and that good design can reduce opportunities for criminal activity. More open, integrated design outcomes of singular buildings as well as the provision of active frontages and public open spaces increases the activity of the area and 'eyes on the street'.

While many of the concepts associated with CPTED are drawn out through well designed spaces, crime prevention measures are encouraged within individual designs. Applicants and owners can refer to the Western Australian Planning Commission's 'Designing Out Crime Planning Guidelines 2006' for further information.

Recommendations for Part 1

#	Recommendation	Ref.
1	Manage building height in the precinct through the use of sub-precincts and development incentives.	Part 1 Plan 2 Clause 5.1.4
3	Encourage additional lighting in areas of low foot traffic.	Part 1 Clause 5.1.11
4	Improve and expand public spaces into areas of lower activity.	Part 1 Plan 1 Clause 5.1.13
5	Require heritage and character buildings to be retained and incorporated in new development proposals.	Part 1 Clause 5.1.9

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6	Allow for contemporary architecture as long as it creatively interprets materials, forms and patterns found in the area.	Part 1 Clause 5.1.9
7	Any new development (including additions) within a character area or adjacent to a heritage listed building should be consistent with the Burra Charter principles and be designed in a manner that positively reflects and complements the streetscape, reflecting a similar bulk, scale and architectural rhythm.	Part 1 Clause 5.1.2
8	Any new development or substantial additions to a character or heritage listed building should be required to be consistent with the recommendations of a heritage impact statement undertaken by a suitably qualified heritage architect.	Part 1 Clause 5.1.2
9	Ensure development provides large openings to the street or clear glazing to encourage passive surveillance and activity.	Part 1 Clause 5.1.2
10	New development or additions to existing developments are to be designed to allow tenancies to adapt as demand and requirements change over time.	Part 1 Clause 5.1.8

5.1.8 Street interface

The 'street interface' is the relationship from the public realm (i.e. a street) to a private property. The street interface makes up a key component of the attractiveness and functionality of a place and generally is one of the main reasons why people choose to visit an area.

A good street interface responds to its site context by providing weather protection to encourage use of the space, a balanced mix of hardstand and natural design elements such as trees and plantings and an attractive architectural design which respects and reflects its surroundings. Undesirable street interfaces include large areas at the front of a site for vehicle car parking, blank facades and a lack of shade producing vegetation.

The Village sub-precinct includes some of the clearest examples of a desirable street interface with nil front boundary setbacks and awnings over footpaths. It also presents traditional shop front design with large glazed windows or openings to the street and with visitor parking off-site, relying on the large public car park to the west of the precinct.

Conversely, the commercial area to the south east of the Village sub-precinct includes some undesirable elements of streetscape interaction with larger street setbacks being used for car parking hardstand, resulting in a lack of vegetation and planting. This leads to increased heat gain, stormwater run-off and a lack of amenity, drawing people away from the area.

Improving pedestrian experience and accessibility along key commercial connections is integral for the functional and vibrancy of the precinct. Encouraging pedestrians and transport mode shift is most important where 'activated frontages' and public spaces are proposed as these areas rely on pedestrian traffic to retain commercial viability and place

making appeal. Given most streets within the precinct contain footpaths and street trees, it is considered pedestrian focussed streets can be achieved through building interface with the public realm.

Additionally, by encouraging new development to relocate car parking behind the primary building footprint, this will increase opportunity for tree plantings, shade and pedestrian activity.



Image – Oxford Street ‘Village Precinct’

Recommendations for Part 1

#	Recommendation	Ref.
1	Built form of new development to incorporate large openings to the street or clear glazing.	Part 1 Clause 5.1
2	Car parking should be sleeved behind buildings so that buildings can open directly onto the street.	Part 1 Clause 5 Setbacks
3	Vehicle access and crossovers should not be permitted from primary street frontages of developments.	Part 1 Clause 5.1
4	New developments in the Village must include non-residential land uses on the ground floor to create an active and open relationship with the street.	Part 1 Clause 5.2

5.2 Public realm

5.2.1 Green network and public open space

The existing community facilities and green space of the precinct are primarily centred to the east of the main commercial precinct, around the Leederville Oval as the most significant single piece public space.

This 4.65ha area includes three grandstands as well as the main office for the Department of Local Government, Sport and Cultural Industry which straddles the southern boundary, facing Vincent Street. To the east of the Oval, the precinct also includes the City of Vincent Administration centre and Loftus centre which includes the City of Vincent Library, Recreation and Community Centre.

Due to the location of the public space, outside of the precincts 'core' activity area of Oxford, Newcastle and Carr Streets, it does not receive as much patronage from the rest of the centre. Pedestrian access is also hindered by Loftus street, which forms a barrier between pedestrian and cycling movement into and out of the precinct. However, with an increased population, as well as future potential redevelopment surrounding the oval, the public space available to residents of the precinct is considered satisfactory.

The streets within the centre provide important public space within the precinct. The Leederville Village Square provides a public event space when roads are closed to vehicles. The proliferation of Parklets and other place making initiatives inject usable public space for the enjoyment of the community.

The limited residential areas to the north and west of the precinct notably benefit from the Richmond Street 'Safe Active Street', with the surrounding verge space attractively planted with mature trees.

The commercial streets are generally more urban with more hardstand and less trees, however through the operation of this LPSP there will be the ability to propose a greater extent of public space for community benefit.

As the precinct evolves and adapts as part of the LPSP, a greater emphasis should be provided on streetscape interaction and pedestrian friendly spaces, to provide greater access to people who live and work within the precinct.

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Figure 26 - Public open space



Image – Public spaces outside the Leederville Hotel

Oxford Street Reserve is an urban public open space at the southern end of the Leederville precinct. It consists of:

- A pergola to the north of the reserve. A place for passive recreation, for people to eat food, read or study, or to socialise;
- A fenced children’s playground in the middle of the reserve;
- Four grassed platforms with limited shade and accessibility for passive and active recreation; and
- At the south of the reserve there is a social space with urban games of table tennis and chess. The space also includes a barbeque for picnics in the reserve.

The four spaces of the Oxford reserve described above are used in isolation. There is an opportunity to better connect these four spaces within the reserve and to better connect with the adjoining public realm and the skate park.

The City of Vincent Public Open Space Strategy 2018 identifies several actions for the management of public open space (POS) within the precinct. Importantly, the strategy recognises that the Leederville exceeds the minimum 10% POS, with approximately 19.7% POS within the precinct (refer table below).

Reserve number (refer Figure 26 - Public	Reserve Name	Primary Purpose	Site Hierarchy	POS Site area (ha)	Site Function
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open space)					
1	Venables Park	Passive activities/access way	Local POS	0.22	Recreation
2	Richmond Street Reserve	Passive activities	Local POS	0.17	Recreation
3	Keith Frame Park	Passive activities	Local POS	0.65	Recreation
4	Leederville Oval	Sports Stadium	Leased Sports (Special Purpose)	4.65	Sport
5	Leederville Tennis Club	Tennis Club	Leased Sports (Special Purpose)	1.45	Sport
6	Oxford Street Reserve	Passive Activities	Local POS	0.20	Recreation

The City's POS strategy notes further actions, relating specifically to the LPSP area, which form part of the recommendations for this structure plan.

Recommendations for Part 1

#	Recommendation	Ref.
1	Increase the ability for Leederville Village Square to be closed to vehicles to facilitate positive public spaces for community events and connection.	Part 1 Plan 1, Clause 5.1.13
2	Provide incentives for developers to create additional and improved public space outcomes.	Part 1 Clause 6.1
3	Require all developments to provide payment in lieu of public open space provision.	Part 1 Plan 1, Clause 5.1.12

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4	Improve walking and cycling connections between public spaces.	Part 1 Plan 1, Plan 2
6	Allow for flexible development options of Leederville Oval.	Part 1 Plan 1, Part 2 Clause 5.4.5
7	Improve the connection of spaces in the existing Oxford Street Reserve.	Part 1 Plan 1
8	Formalise William Traylen Park, which currently exists as shared private open space to be formalised as POS.	Implementation

DRAFT

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5.2.2 Infrastructure and servicing

The Leederville precinct is currently fully serviced in relation to core infrastructure, such as water, electricity, gas and waste. Due to the proposed intensification of land use within the precinct, key considerations are needed to accommodate future growth and development (refer appendix C – Servicing Report).

Potable Water

Potable (drinking) water is available throughout the precinct. Recent works have been completed throughout the precinct on older water mains as part of the Water Corporations 'Pipes for Perth' replacement program. Additional upgrades are planned along the southern section of Oxford Street to Leederville Parade and east along Newcastle Street.

The Water Corporation have suggested that some upgrades to infrastructure may be required depending on the intensity of development. This increase in capacity will be managed by the Water Corporation and will be the responsibility of the developer.

Ground Water

With the maximum ground water level at approximately 5m below the ground in the north west of the precinct closer to Galup (Lake Monger), increasing to 16m for the remainder of the precinct, groundwater management by individual sites will be required as part of any new development.

The management of ground water under each development site is the responsibility of a developer. Further information on stormwater drainage is contained within the Local Water Management Strategy (LWMS).

Sewer

While there is an extensive sewer network that services lots within the precinct (refer Figure 27 - Infrastructure and services located within the precinct), given the age of the area and the proposed intensification of land uses as part of the LPSP, there may be instances which require upgrades to the existing sewer network. The management of sewer infrastructure is done via an agreement between a developer and the Water Corporation.

The Water Corporation maintains the Mounts Bay Drain which runs through the precinct (Figure 27 - Infrastructure and services located within the precinct). Water Corporation have advised of the following in relation to this infrastructure:

- The existing drain is planned to be upgraded with a new section of pipework to be constructed, stretching from Leederville (Avenue Carpark) to the Perth Convention and Exhibition Centre. This upgrade is required from 2030 onwards, however there is no indication of the timeframe for this to occur;
- Generally, no redevelopment is permitted within 10m either side of the pipe and 15m above or below the pipe; and

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- Due to existing capacity of the infrastructure, no additional stormwater flows are permitted into this system.

Electrical supply

Forecast capacity, based on Western Power mapping indicates that the precinct has capacity to meet current electrical demands. Upgrades to be facilitated by Western Power are to ensure any future development in line with this LPSP can be catered for.

Communications

There is currently connection available for properties within the Leederville precinct to the national broadband network (NBN) which meets existing demand. No current works are scheduled for the area, with any increase in service demand requiring to be upgraded by the respective developer as part of a development approval.

Gas

The existing Leederville gas network is owned and operated by ATCO Gas. The precinct includes a high-pressure gas main that runs a portion of Vincent Street, North to Richmond then east to outside of the precinct. Smaller, medium pressure gas mains are located throughout the precinct (Figure 27 - Infrastructure and services located within the precinct) While there may be a need to upgrade gas supply throughout the Leederville precinct as part of this precinct structure plan, this will be a cost for a respective developer.

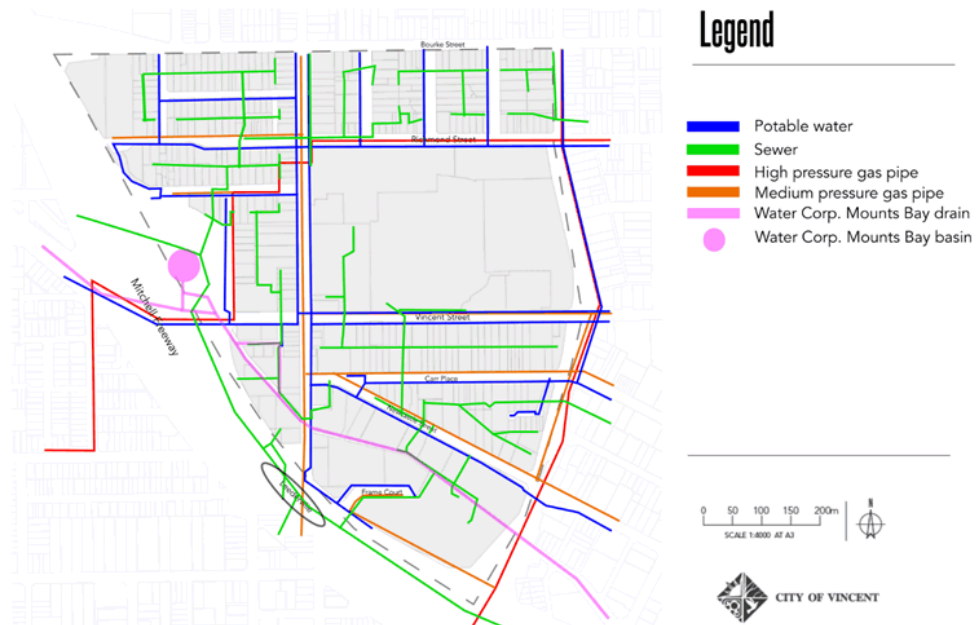


Figure 27 - Infrastructure and services located within the precinct

5.3 Land Use

5.3.1 Zoning and Land Use Location and Mix

As a secondary centre, the Leederville Precinct requires a sufficient mix of residential, commercial, educational and community land uses to function at its best, complement each other and achieve a positive balance of uses.

The Leederville precinct currently features a diverse mix of residential, offices, community services, utilities and communications, retail, and entertainment as detailed in Section 2.5 above.

Residential

The projected housing target for the Vincent as a whole is to accommodate an increase of 6,730 dwellings by 2031. This equates to a growth of approximately an additional 238 dwellings per year. It is important to note that the density provision in Vincent is currently sufficient to achieve this target.

The average dwelling density per residential hectare in Vincent is 17.0. In comparison to the other local government areas within the central metropolitan sub-region, Vincent has a comparatively high dwelling density and is third only to the City of Perth (34.5 per

residential hectare) and the City of Subiaco (18.5 per residential hectare) and is above the average dwelling density of 11.5 for the central metropolitan sub-region.

Draft SPP 4.2 proposes a residential density target of 40+ dwellings per hectare. The Leederville precinct is performing well with 34 dwellings per hectare of residential land in 2016, up from 22 in 2011. This Structure Plan intends to almost double the dwelling density of the Leederville Precinct by 2031. It should be noted that much of this increase will largely rely on market conditions regardless of the density permitted under the Structure Plan.

The proposed residential density across the Leederville Precinct is from R40 up to R-AC0. The Suburban Precinct is classified as R40 to R80 while the Village, Urban Frame and Cityscape Precinct are classified as R100 and R-AC0. Further information about the density and design objectives are included in the vision section.

Estimated Dwelling and Residential Population (Source: MacroPlanDimasi, 2019/Australian Bureau of Statistics)

Timeframe	Dwellings	Population
2016 - Current	655 (34 dwellings/ha)	1,334
2031	1,138 (59 dwellings/ha)	2,364
2041	1,528 (79 dwellings/ha)	3,175

Dwelling Diversity

Residential dwelling diversity within the Activity Centre Plan area has improved over the last 15 years. (MacroPlanDimasi, 2019/Australian Bureau of Statistics).

Dwelling Types	Percentage of housing stock (2001)	Percentage of housing stock (2016)
Units and Apartments	7.7%	42.3%
Single Houses	53.4%	27.7%
Semi-detached dwellings	38.1%	28.4%

This increase in unit and apartment dwelling types is reflected in the change in household composition over the same time period.

Household Type	Percentage of households (2001)	Percentage of households (2016)
Couples with no children	25.1%	34.8%

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Lone person households	35.4%	32.8%
Couples with children	15.7%	17.1%

It is expected that the high-density nature of the Activity Centre area will continue to attract low ratios of persons per dwelling into the future. A challenge for the Leederville Activity Centre that needs to be addressed will be to retain a sufficient level of dwelling diversity that will attract and provide for a diversity of demographic groups; thereby ensuring the area provides the greatest possible variety of economic activities and employment types.

Recommendations for Part 1

#	Recommendation	Ref.
1	Ground floor land uses should promote activity and social interaction within the Cityscape sub-precinct	Part 1 Clause 5.3.5
2	Ground floor land uses in the urban frame, may be less active land uses, such as consulting rooms, offices and private education. Uses should still provide street level activation and provide as much amenity as possible in the form of clear glazing and quality landscaping.	Part 1 Clause 3 Clause 5.1
3	Complementary land uses such as family day care, consulting rooms and shop uses, should be collocated to support similar education, recreation and civic uses.	Part 1 Clause 3 Plan 2
4	The suburban precinct should retain its key objective of medium density housing, with limited non-residential uses permitted subject to an assessment of amenity impacts.	Plan 2

5.3.2 Employment

Perth and Peel @3.5 million provides anticipated job numbers for Activity Centres. At 2011 Leederville had 3,970 jobs with a target of 6,610 by 2050, an additional 2,640.

As of February 2019, there were several non-residential developments being designed and planned. If these are completed on schedule, they would deliver an additional 2,300sqm of commercial and 774sqm of retail floorspace to 2025 which would result in an increase in employment opportunities in their respective sectors. Appendix A contains a full economic profile with additional detail.

Draft SPP 4.2 suggests that shop/retail should make up approximately half of all commercial floor space in a Secondary Centre. However, this is not appropriate for the Leederville Precinct. The Leederville Precinct has evolved as a sustainable commercial and residential based centre that has an adequate level of retail to support local demand. There are several

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other centres close to Leederville that provide for a larger proportion of retail needs, particularly larger retailers, with Subiaco being the nearest.

Leederville currently provides a number of small independent retailers and services. In the context of the main street or 'Village', the ratio of shop/retail to other commercial would currently be close to 1:1. However, considering the remaining precincts with multiple floors of offices, a 1:1 ratio would be unfeasible in terms of land requirements and commercial demand.

The proposed land use permissibility in Leederville is to remain flexible. The 'Centre' zone has no land use permissibility in the Scheme, so the Structure Plan map includes the two main zones of Mixed Use and Commercial. Under Mixed Use, only two land uses are not permitted (Industry – light and Industry). Under Commercial, three land uses are not permitted (Industry – light, Industry and Liquor store – large).

Supporting the discretionary uses within each zone is the 'precinct' map in Part One of the Structure Plan. Part One provides guidance on when these discretionary uses should or should not be considered, taking into consideration the desired character for each precinct, allowing flexibility to meet the evolving needs and changes in demand.

Recommendations for Part 1

#	Recommendation	Ref.
1	Support the local economy by providing clear permissible uses as well as discretionary uses within each sub-precinct to support local employment opportunities.	Plan 1

5.3.3 Community facilities

Community facilities are currently centralised around the Community and Education Precinct. These are shown on the map and include:

- North Metropolitan TAFE;
- School of Isolated and Distance Education;
- Leederville Oval (Public access and shared between East Perth Football Club and Subiaco Football Club);
- City of Vincent Library and Community Centre;
- City of Vincent Administration Centre and Function Room;
- Loftus Recreation Centre; and
- The 'Y' HQ (in the Cityscape Precinct)

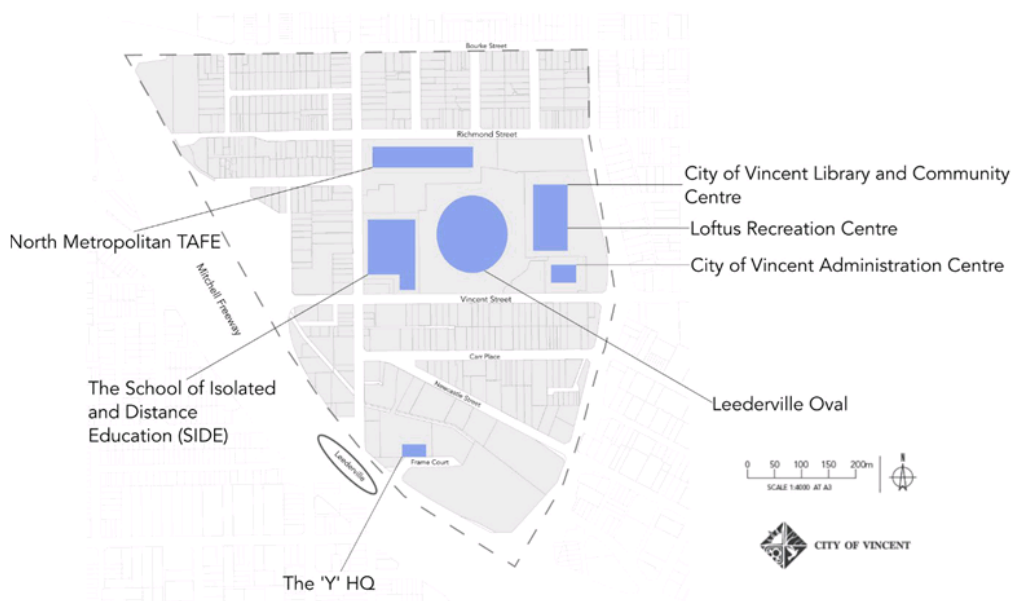


Figure 28 - Community facilities

Compared to other activity centres around Perth, Leederville is well-served with access to Community and Civic facilities.

Rather than reserving these properties for one or two particular land uses, this Structure Plan proposes to zone these properties Commercial and Mixed Use, in line with the detailed studies undertaken as part of the Leederville Oval Master Plan. The existing community uses can then continue in their current layout or can adapt over time to a more commercial nature in order to fund non-profit and government community uses.

These facilities will be accommodated through Commercial and Mixed Use zoning, while Leederville Oval will remain as a Public Open Space reserve. The Department of Local Government, Sport and Cultural Industries (DLGSC) offices is proposed to be rezoned to Commercial which will provide more opportunities if the DLGSC ever vacate the property.

Smaller scale facilities such as public toilets, bike lockers and showers, and rest places should be improved throughout the centre through a development incentive or provided by the City.

Schools

The City Information Model has analysed the requirement for schools in accordance with the requirements of Development Control Policy 2.4. The requirement for schools is as follows:

- Primary schools – one site for every 1500 dwellings.
- Secondary schools – one site for every four to five primary schools.

The closest government primary school is West Leederville. The closest government secondary schools are Perth Modern School and Bob Hawke College. Following discussions with the Department of Education, it is not necessary to set aside land for public schools in the Leederville Precinct as the area is sufficiently serviced.

Recommendations for Part 1

#	Recommendation	Ref.
1	That the land uses are maintained in the Community and Education precinct.	Plan 1 Clause 3
2	To align with the Leederville Oval Master Plan it is recommended that Commercial and Mixed Use land uses be allowed in the Community and Education Precinct, while Leederville Oval remains as a Public Open Space reserve. The existing community uses can then continue in their current layout or can adapt over time to a more commercial nature in order to fund non-profit and government community uses.	Plan 1 Clause 3
3	Smaller scale facilities such as public toilets, bike lockers and showers, and rest places should be improved throughout the centre and provided through a development incentives.	Part 1, Section 6, Clause 6.1
4	Provide for housing diversity in the precinct by providing appropriately located density and residential coding.	Plan 1
5	Concentrate active ground floor land uses to maintain and add vibrancy in the Village precinct.	Plan 2

5.4 Built form

5.4.1 Built form envelopes

The built form envelopes of each precinct are detailed in section 5 of Part 1 of the Precinct Structure Plan.

5.4.2 Primary Building Controls

Building Height

Typically, building heights in town centres are concentrated in the core, with heights reducing as they transition to residential areas. The Leederville Precinct is unique in that the heights within the core are at a single and two-storey scale and increase further along Newcastle Street and Carr Place. The landholdings further from the core are larger and can support a higher scale of development due to their close proximity to the train station and the need to preserve the unique character and heritage of the built form within the core of the town centre.

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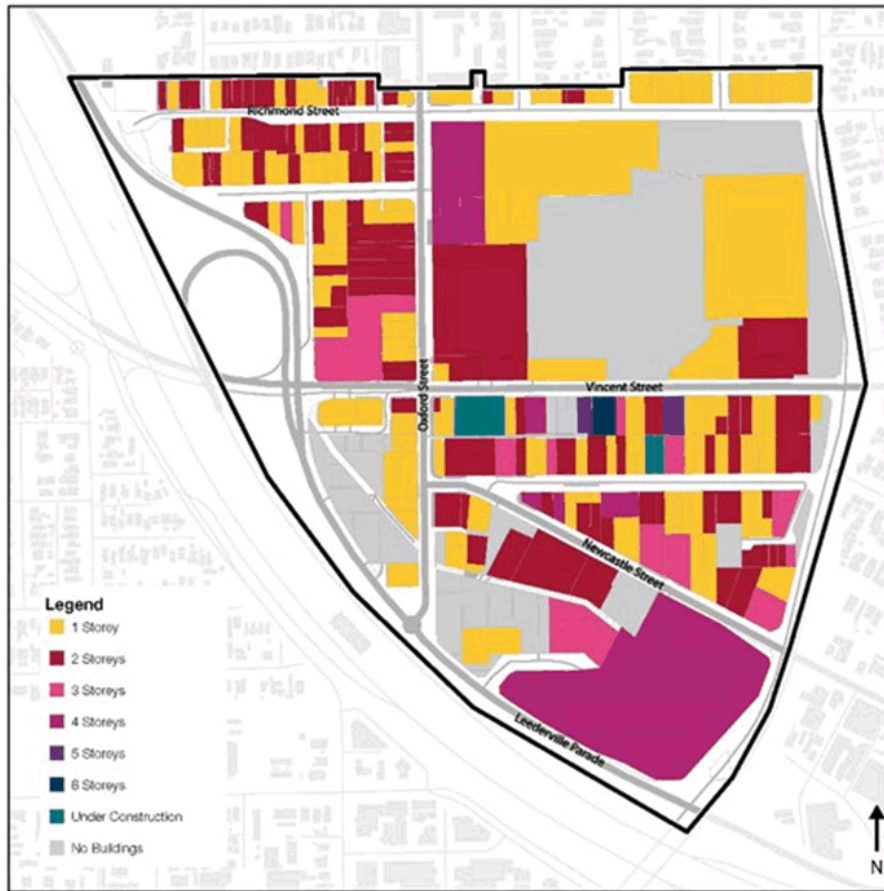


Figure 29 - Existing building height

Permitted Building Heights

Building heights within the Leederville Activity Centre should adhere to the following key principles:

- Respect and complement the height, scale and proportions of existing character buildings and areas.
- Adopt appropriate height and massing of built form in order to minimise adverse impact on public and private amenity, particularly in the form of overshadowing.
- Building height along key pedestrian thoroughfares should be scaled appropriately in wall height with a high level of activation and passive surveillance.

Village precinct includes a height limit of 2 storeys to:

1. Maintain the unique character of the buildings in the core of the activity centre;
2. Enhance the human-scale of the street (in an area of high activity, make people feel comfortable with the built form around them, rather than feeling boxed in);
3. Reduce overshadowing of public spaces and al-fresco dining areas; and
4. Reduce the likelihood of a 'wind tunnel' effect.

Urban Frame – Type A & B is assigned to properties close to the core but without the same level of character. A number of properties have been developed on Vincent Street and Carr Place up to 8 storeys already. In order to maintain consistency with future developments, it is appropriate to assign an 8 storey height limit for this precinct.

Urban Frame – Type C extends along Oxford Street north of Vincent Street and imposes a height limit of 4 storeys. This stretch of Oxford Street is outside of the core Village Precinct and has limited character significance. However, in order to avoid diluting the commercial primacy of the Village, no more than 4 storeys should be permitted. This will encourage larger offices and tenancies to locate south of Vincent Street where there is a greater level of existing and potential accessibility and activation.

Cityscape is the primary development area with a building height limit of 18 storeys. This is centralised around the Water Corporation site to the south, which presents the largest single landholding in the Leederville Precinct. Leederville only has a limited amount of land that can accommodate large developments, it is important that future developments (in 10+ years) are not restricted by a low height limit if the demand exists for more. 18 storeys in Leederville means that Vincent's established residential areas can experience less pressure for development.

It is likely that developments will seek heights of greater than 18 storeys. This may be appropriate to consider on a case-by-case basis given that the 18 storey limit was calculated through a City Information Model, which assessed parking, commercial floor space, and dwelling diversity, but did not account for limitations of unique properties. When considering greater than 18 storeys, decision makers should consider:

- a) Whether the proposal provides a significant community benefit (as outlined in the Development Incentives section of Part One);
- b) Whether the proposal complies with or exceeds other statutory requirements (such as greater setbacks, lesser footprint, more deep soil area);
- c) Whether the proposal has an impact on nearby properties in terms of overshadowing and visual privacy;
- d) The impact of existing site features;
- e) Whether the site is a landmark development; and
- f) Anything else that may be considered relevant.

Suburban precinct is the existing residential area included in the LPSP to plan for a transition to the northern established residential areas of Leederville. The height limit for both the R80 and R60 density code is intended to allow for medium density development including townhouses and small apartment complexes. The suburban building heights are in accordance with the following principles:

- a) Lower height limits to the north to match the established residential area;
- b) Four storeys on both sides of Melrose Street to provide a consistent streetscape;
- c) Four storeys south of Melrose Street near the freeway and at the rear of Oxford Street commercial tenancies, where there would be minimal impact.

Podium Provisions

The use of podiums is fundamental in preserving a sense of human scale along key pedestrian and vehicle linkages. Areas where these provisions apply have been identified in Part 1. A podium is the street front of a building that is usually between 2 and 5 storeys high and contains active spaces, greenery, and interaction with the street. The 'tower' aspect, being the remaining levels of the building, are setback behind the podium, meaning any negative impacts on the street is mitigated.

5.4.3 Streetscape

Leederville has an eclectic mix of building styles and character. While there are pockets where building styles are consistent, there is no one predominant style throughout.

Primary controls like setbacks and building heights can have a strong influence on activity and amenity in an area depending on a building's relationship to the street. Where buildings have a nil setback, pedestrians are drawn closer to the activity within the building which contributes to a stronger interaction between public and private space. These nil or reduced setbacks may, however, reduce opportunities for alfresco and street furniture.

Conversely, excessive setbacks can contribute to a disconnect between the public realm and buildings although, in some instances, this can be overcome using landscaping, street furniture, alfresco seating and active frontages.

The existing streetscape throughout Leederville is unique in that the streetscape patterns vary considerably throughout the activity centre area. Existing streetscapes within the Activity Centre were analysed to determine whether they presented an Active or Inactive frontage, as defined below:

Active frontages are typically those with open or clear windows and frontages that allow pedestrians to see what activities are occurring within the building and encourage passing foot traffic to stop and come inside. Uses may spill out on to the street such as alfresco dining area or products for sale and frontages may include elements such as window displays.

Inactive frontages are those which are typically closed to the street and do not invite pedestrians to interact with the activities happening inside the building. While some frontages may have large glazed windows, which are typical of an active frontage, they are often frosted or covered with signage or advertising, screening the use from the street and acting as a blank wall that you would walk past.

The positive and negative aspects of each road is detailed in the tables below:

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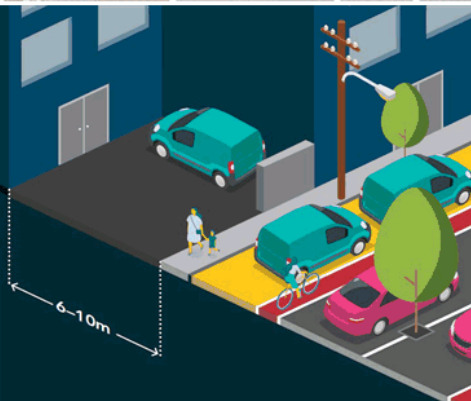
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A Attractive	<p>Small units, many doors (15-20 units per 100 m) Diversity of functions No closed or passive units Interesting relief in facades Quality materials and refined details</p>
B Pleasant	<p>Relatively small units (10-14 units per 100 m) Some diversity of functions Only a few closed or passive units Some relief in the facades Relatively good detailing</p>
C Somewhere -in- between	<p>Mixture of small and larger units (6-10 units per 100 m) Some diversity of functions Only a few closed or passive units Uninteresting facade design Somewhat poor detailing</p>
D Inactive	<p>Larger units with few doors (2-5 units per 100 m) Little diversity of functions Many closed units Predominantly unattractive facades Few or no details</p>
E Unattractive	<p>Large units with few or no doors No visible variation of function Closed and passive facades Monotonous facades No details, nothing interesting to look at</p>
E Bland	<p>Like E but even more unattractive</p>



Existing Streetscape Examples

Oxford Street (north of Vincent Street)– Existing Streetscape Pattern Analysis



Positive

Generous setback creates spacious entrance and variety of use opportunity

Opportunity provided for some landscape treatment

Dedicated cycle lane

Negative

Diminished activation due to car dominance / residential visitor parking within front setback

Power lines and limited deep soil zones restricts tree growth

TYPE: C

Positive

Awning treatment provides some articulation of building façade and protection from elements.

Dedicated cycle lane

Negative

No opportunity for landscape treatment at-grade

Do requirements to articulate respond to the local character

Minimal streetscape activation caused by lack of glazing and office-type uses occupying ground floor tenancies

Overhead power lines and limited deep soil areas within verge limits tree growth

TYPE: C



Positive

Awning and verandahs extending into public realm promotes passive surveillance

Two and three storey building form creates appropriate human scale

Landscaping / plantings within building form further adds to human scale

Negative

Lack of landscaping at-grade

TYPE: A

Newcastle Street – Existing Streetscape Pattern Analysis



Positive

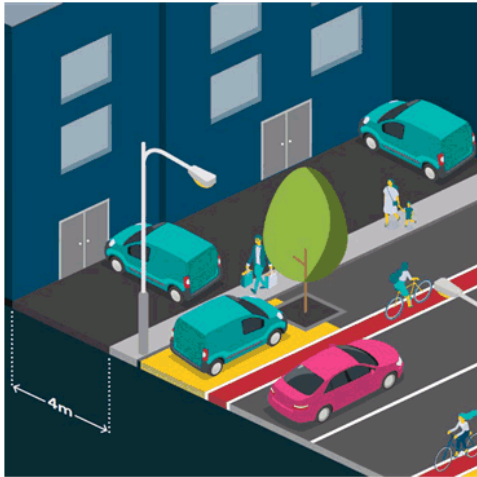
Generous setback creates spacious entrance and variety of use opportunity.

Negative

Setback results in authorised or unauthorised parking which diminishes street activation.

Inactive frontage due to office use.

TYPE: D



661 Newcastle St



642 Newcastle St



Positive

Setback inadequate for parking but allows for landscaping. Parking moved to rear or side.

Setback allowing for quality landscaping to buffer inactive frontage.

Landscaping between building and public realm creates softer edge, even with inactive uses such as office.

Negative

Powerlines restrict tree growth and create negative clutter on verge.

TYPE: B

Positive

Generous setback creates spacious entrance and variety of use opportunity.

Highly accessible & vehicle orientated due to parking within front setback.

Negative

Diminished activation due to car dominance.

Minimal opportunity for landscaping.



Powerlines restrict tree growth and create negative clutter on verge.

TYPE: C



Positive

Glazing maximised on façade promotes activation.

Creative use of glazing and architectural elements to create connectivity between private and public realm.



Active façade / clear glazing wrapping around building maximises passive surveillance and interaction of private and public realm.

TYPE: A



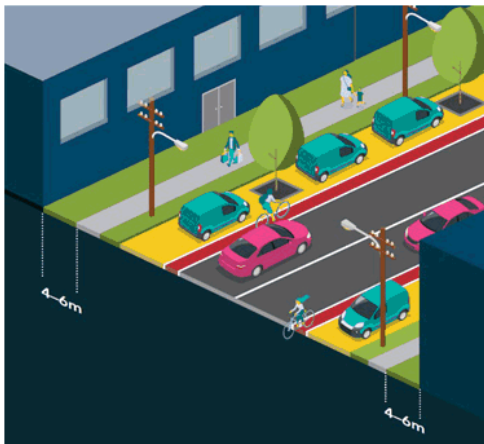
Positive

Setback provides opportunity for landscape treatment.

Inactive use / facades are less critical where buildings are setback from street front.

Negative

Powerlines restrict tree growth and create negative clutter on verge.



Lack of quality landscaping and fencing does reduce amenity of streetscape.

TYPE: E

Vincent Street – Existing Streetscape Pattern Analysis



Positive

Attractive building facades feature across most recent developments.

Consistent built form scale (approximately 3 storeys) creates appropriate human scale.



Negative

Car dominant environment due to high vehicle volumes.

Minimal opportunity for landscaping detracts from streetscape amenity.

TYPE: C

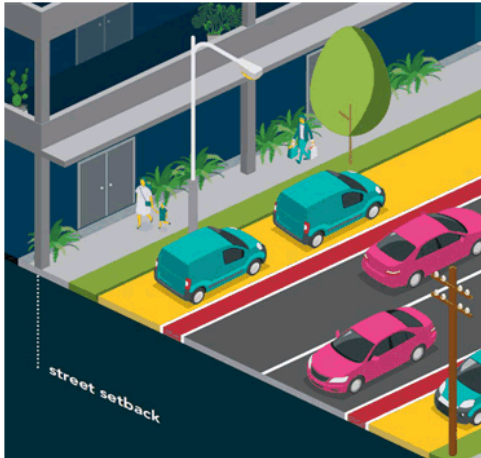


Positive

Various examples of isolated attractive building facades however lacks consistency across the area.

Examples of good use of traditional and new building materials such as brick and cladding.

Negative



Landscape / tree growth restricted in parts due to overhead powerlines.
 Constrained ground floor activation due to office land use, opaque glazing and solid walls.
TYPE: C



Positive
 Residential balconies facing the street provide passive surveillance.
 Landscaping and large mature trees on one side of the street soften the impact of bulky buildings.

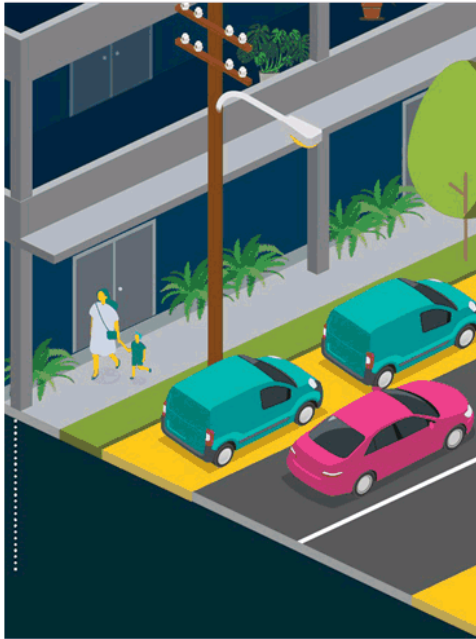


Negative
 Lack of a central median results in crossing difficulties for pedestrians.
TYPE: B

Carr Place – Existing Streetscape Pattern Analysis



201 Carr PI



Positive

Attractive building facades which achieve a good balance of form and function.

Negative

Ground floor facades dominated by vehicle crossovers and services do not activate frontages.

Little interaction with the street as a result of screens or blinds covering the street front glazing.

TYPE: C



167 Carr PI

Positive

Building setbacks and wider verges foster growth of large trees which improve streetscape amenity.

Parallel parking bays on street have traffic calming effect.

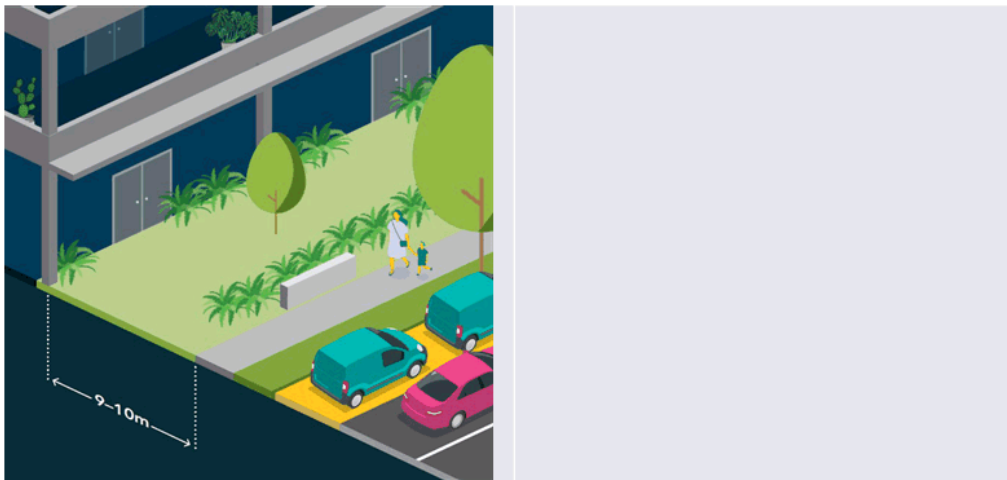
Negative

Extent of landscaping on site has an impact on quality as cost of maintenance increases.

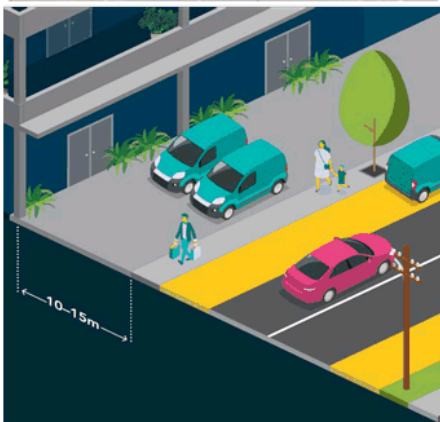
TYPE: C

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Positive

Easily accessible by vehicle.

Negative

Large front setbacks creates inconsistent setbacks which become car (parking) dominant.

Minimal activation of streetscape due to large setbacks and nature of uses being service commercial in nature.

Wide / undefined crossovers results in car-centric streetscape.

Powerlines constrain tree growth and create negative clutter on verge.

TYPE: E

Positive

Building setback from lot boundary improves legibility of entrances.

Reuse of traditional character homes for non-residential purposes retains character.

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Negative

Building setback results in inefficiencies due to formal and informal parking of vehicles within the front setback area and lack of landscaping.

TYPE: C

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5.4.4 Built Character

The below map indicates those properties that have character significance. Redevelopment of these properties should incorporate adaptive reuse to enhance and protect character elements.

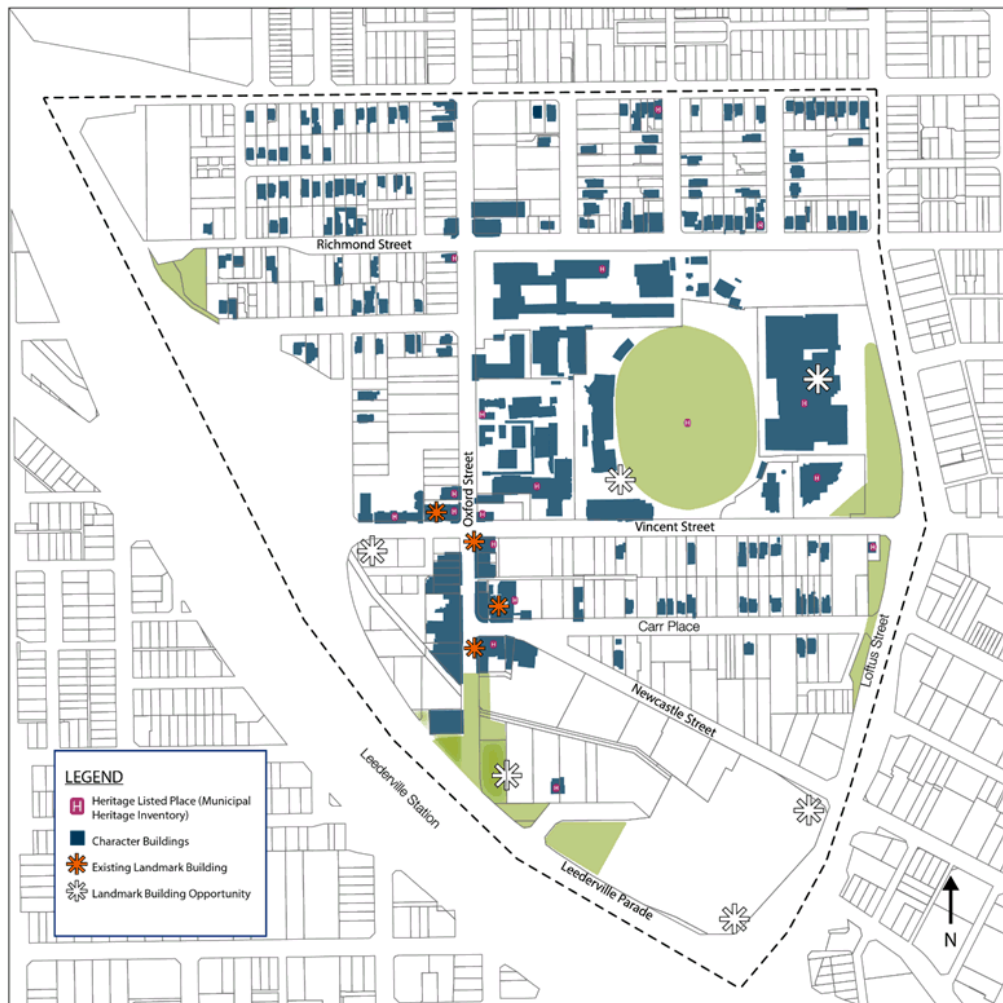


Figure 30 - Built Character areas

5.4.5 Key development sites

The following sites areas present unique opportunities due to size, location and development potential.

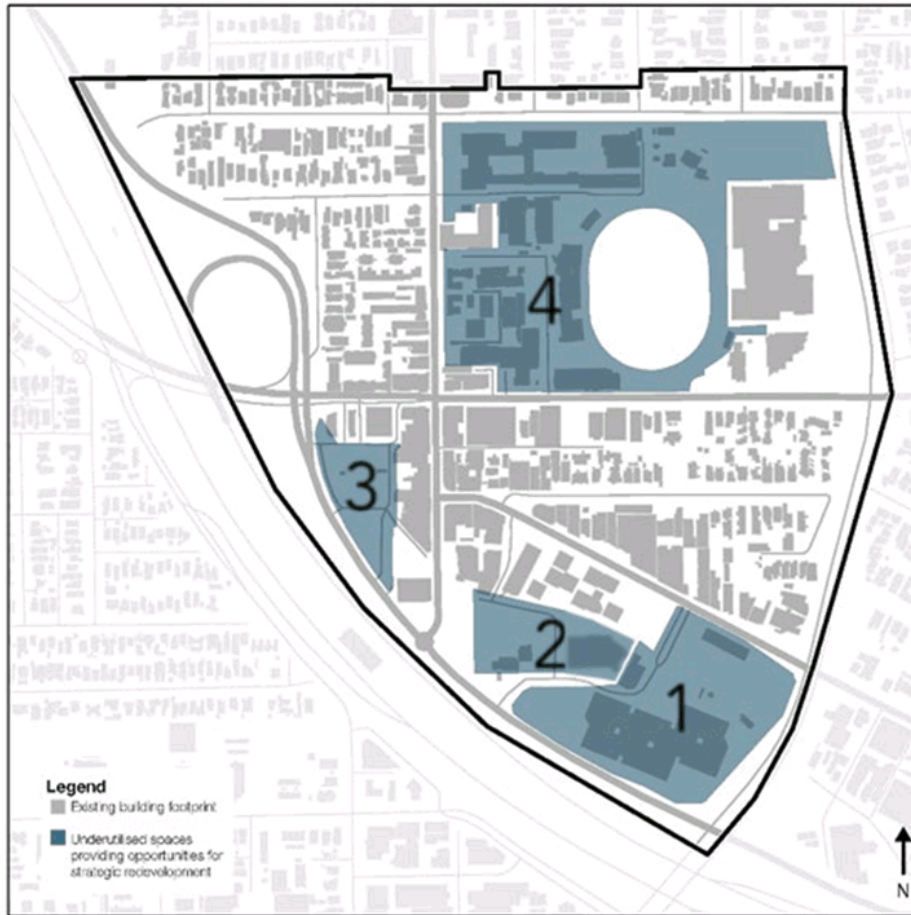


Figure 31 - Key development sites

1. *Water Corporation site*

The Water Corporation land represents one of the largest freehold land parcels within the activity centre area. Previous planning approvals for the significant redevelopment of the land have since lapsed. Future development of this site presents an opportunity to better use the land as well as improve connectivity with the centre including surrounding streets and spaces. Due to the size of the landholding, further detailed planning is required to ensure built form, movement networks, infrastructure, land use, legibility and other pertinent design factors are considered. The site also contains two significant street corner interfaces which have been identified as landmark sites. As the site currently operates as the headquarters for the Water Corporation, redevelopment timeframes are unknown.

The following is to be considered in the redevelopment of the site:

- A new public road in accordance with Plan 1;
- Road widening of Loftus Street and Leederville Parade;
- Public open space or a new social space;
- Pedestrian and cycling connections to the site;
- Continuation of the east-west pedestrian connection along the Mounts Bay drain through the site to West Perth;
- Sustainable urbanism including consolidation of infrastructure for energy sharing and efficiency; and
- Retention and if necessary replacement of all mature trees and vegetation.

2.

a. *Lot 101 (No. 40) Frame Court*

The location is within a 5 minute walking distance of the Leederville Train Station. It is suitable for mixed-use redevelopment including affordable housing and social infrastructure. The sites provide a key east-west connection through the centre and also connects to Oxford Reserve. Further information on this opportunity is available in the Parking Management section.

The following is to be considered in the redevelopment of the site:

- Pedestrian and cycling connections to the site;
- Movement within and through the site; and
- Publically accessible open space to connect with the sites context.

b. *Frame Court Car Park*

The site is suitable for large-scale, sustainable, mixed-use development including affordable housing. This location is easily accessed from public transport and the core activity and employment area of Leederville.

Subject to business case analysis, the priority outcome for this site would be a mixed use development, including affordable housing, which addresses the adjoining pedestrian link and vehicle access from Frame Court. To facilitate the staged development of this site and surrounding sites there may need to be a reconfiguration of current car parking.

The following is to be considered in the redevelopment of the site:

- Affordable housing;
- Pedestrian and cycling connection through and around the site; and
- Consideration of the relocation of civic uses such as the library or other active community uses.

3. *Avenue Car Park*

The site is suitable for large-scale, sustainable, mixed-use development including a multi-deck parking. This location is easily accessed from the primary road network and is in close proximity to the key activity generators in the Leederville Precinct, and the high quality pedestrian connections to those destinations.

Subject to business case analysis prepared by the City or a third party, the priority outcome for this multi-deck car park would be to integrate it within a mixed use development, or to construct it to a standard that is capable of future additional development. Further information is available in the Parking Management section.

The following is to be considered in the redevelopment of the site:

- Exemplary sustainable development; and
- Consolidated car parking.

4. *Community & Education Precinct*

The site has been identified as a future location for an integrated sports facility and recreation centre with a potential mixed-use building. The North Metropolitan TAFE and School of Isolated and Distance Education are to remain on the site. The site is to be permeable and with public access to and through the public open space.

Depending on a detailed business case, the site may not be under the sole control of the City in the future.

The following is to be considered in the redevelopment of the site:

- Permeability and public access through the site;
- Retention of education land uses;

- Retention of public open space;
- Potential for event spaces; and
- Retention of sports excellence.

5.5 Movement

Transport systems are crucial in creating connection and supporting opportunities for people to access all aspects of daily life. The City’s SCP, identifies the need for an Accessible City Strategy (ACS) to guide Vincent’s future transport infrastructure and advocacy. Ensuring that our transport network is equitable and efficient means combating a number of challenges, including population growth, congestion pressures and the environmental costs of transport.

These challenges have arisen due to historic patterns of car-centric considerations and design. The City’s Accessible City Strategy provides the framework and guidance to shift towards active and sustainable transport options to address these challenges.

A Transport Impact Assessment (TIA) for the Leederville Precinct aligns with the objectives of the ACS and is included as Appendix B. The TIA analyses the projected population growth and resulting increase in pedestrian, public transport and private vehicle movements. The TIA provides recommendations for supporting the projected movement patterns through the LPSP.

5.5.1 Mode share

Mode Share describes the proportion of people using each of the various types of transportation modes. The following mode shares for the Leederville Precinct have been modelled from: land use survey; ABS Census data; best-practice trip generation and parking generation guidelines; and household travel survey data. The modelling indicates a substantial difference between mode choice by residents of the Leederville PSP (which includes all trips for recreation, education, work and shopping etc.) and that of employees.

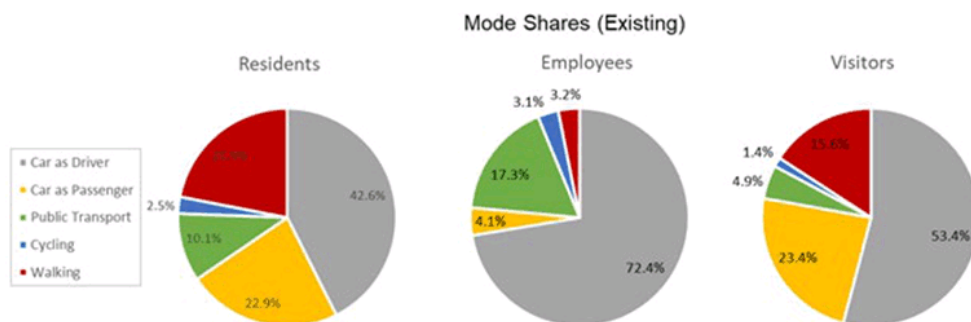


Figure 32 - Mode shares (existing)

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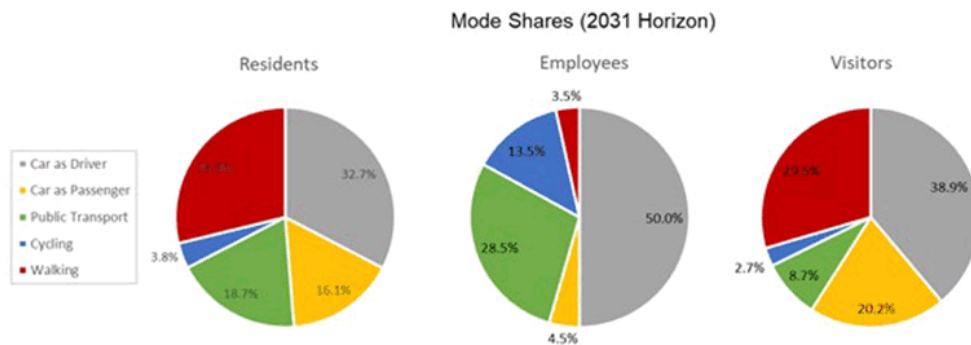


Figure 33 - Mode shares (Horizon)

The anticipated generation for the area in 2031 is approximately 80,000 trips per day. The above target mode share would create approximately the following movement demands to and from the precinct:

- Private Vehicles: 32,500 car-as-driver trips per day (plus 11,000 passenger trips);
- Public Transport: 15,000 trips per day;
- Cycling: 5,500 trips per day (including internal trips); and
- Pedestrian: 16,000 trips per day (predominantly internal trips).

This represents a significant change in behaviour, so an interim mode share target has also been identified for a 5-year horizon. While still ambitious, this change is considered possible with the existing supporting infrastructure.

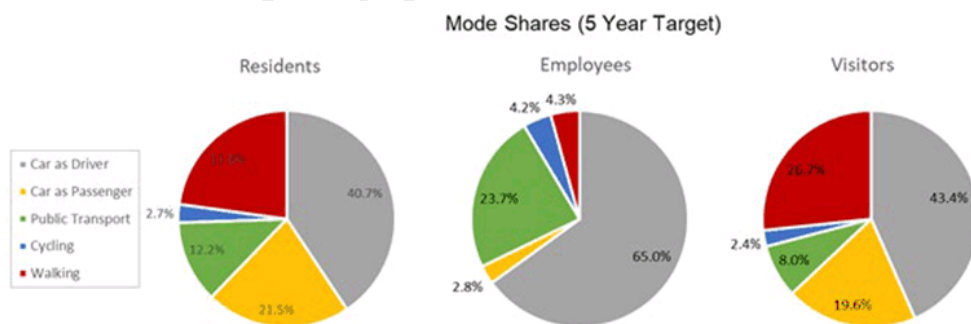


Figure 34 - Mode share (5 year target)

The Leederville Precinct Structure Plan contains a number of strategies to achieve the mode share targets. This is the primary goal of the movement section.

5.5.2 Link & Place

The Link and Place Framework categorises streets within the network according to their specific combined place and link function. The combination of place and link is shown in the

below matrix. This framework recognises that a liveable and successful city needs a variety of street types that serve different roles and functions in different places.



Figure 35 - Link and place framework

Link refers to how people move along streets and roads. The Link or level of movement is understood in terms of the number of people moving, including pedestrians, cyclists, people catching public transit, and those in cars, rather than the number of vehicles per day.

Places are locations which are of specific interest to people or where people undertake activities. Place considers the mix and type of retail, commercial, residential, food and beverage, and entertainment options in an area, and how people move through and to the space. Different streets in Vincent are intended to support different intensities of activity. These places are identified in the City’s Local Planning Policy 7.1.1 Built Form as ‘Built Form Areas’.

The primary changes to the network are described below:

Oxford Street north of Vincent Street - changes from a High Street to a City Street. This reflects a shift in place value of the street, increasing the importance and level of street-level activity through active frontages, more intensive hospitality and retail land uses and a more inviting streetscape environment.

The Link function of this section of Oxford Street is retained, however it can be expected to change to reflect a greater priority for cycling modes, leveraging high-quality facilities both along Oxford Street and across the broader network.

Oxford Street south of Vincent Street - changes from a City Street to a City Place, reflecting the transformation of Oxford Street to a pedestrian plaza (further explained in Appendix 2 - TIA). Due to the high place value of this section of Oxford Street there is limited link value to this section as it is where people should dwell and enjoy the town centre rather than moving straight through it.

Newcastle Street – the City Street function of Newcastle Street would extend through to Loftus Street, reflecting the increased intensity of development proposed through the Cityscape Precinct, and the expectation of street-level activation well beyond current practice.

Carr Place - changes from a Local Street to a City Place, reflecting a shift in the place value, supported by the street's designation within the City's *Local Planning Scheme No. 2*, and the opportunities derived from its lack of strategic connection to the wider road network.

Frame Court - changes from a Local Street to a Town Square, reflecting the increased place value of the street, and supported by the redistribution of car movements away from this location and improvements to activity and pedestrian priority infrastructure needed for the intensity of development proposed through the Cityscape Precinct.

Vincent Street – retains its mobility function as a High Road, to cater for all modes rather than only private motor vehicles. Vincent Street provides a vital east-west link for public transport and bicycles. It is important in supporting a wide range of transport modes.

Leederville Parade - changes from a Connector Street to a Core Road. This is the only street for which mobility demands are expected to take precedence over activity. The proposed redirection of traffic away from Vincent Street and Oxford Street into Leederville Parade corresponds with an increase in its movement function to consolidate activity to the core.

Loftus Street - continued high movement function reflects its role as a transit corridor, with a potential future emphasis on public transport to provide for expected growth in the demand for people movement between the suburbs north of Vincent and the Perth CBD.

Outside of the Activity Centre boundaries, the Oxford Street Activity Corridor between the Leederville Activity Centre and the Mount Hawthorn Activity Centre would transition from High Street to City Street in response to the expected increase in active land uses.

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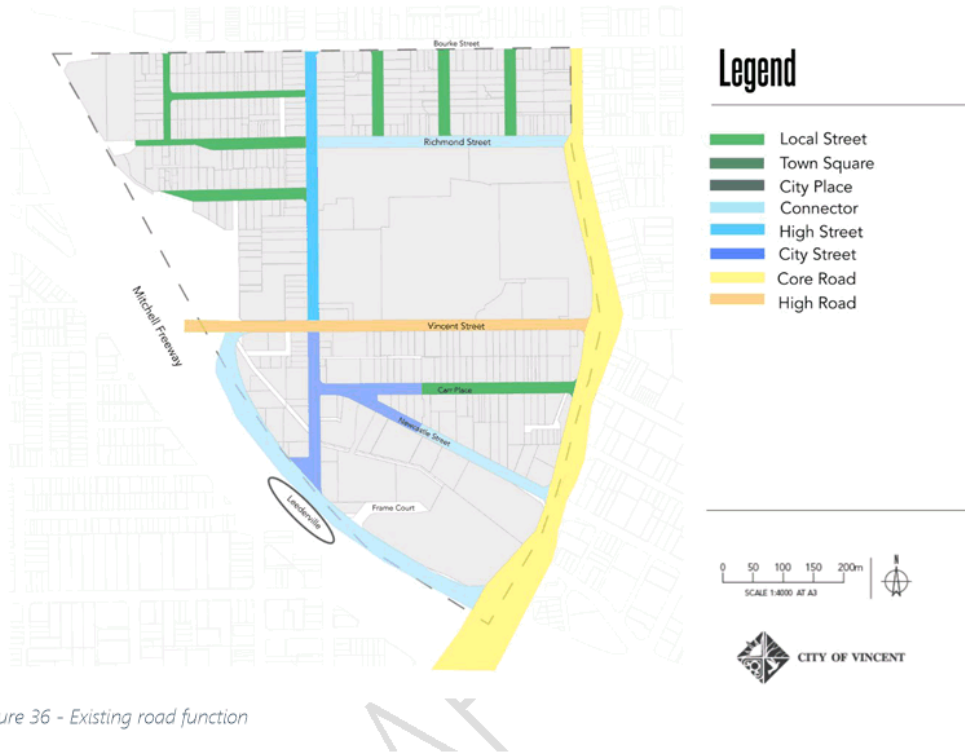


Figure 36 - Existing road function

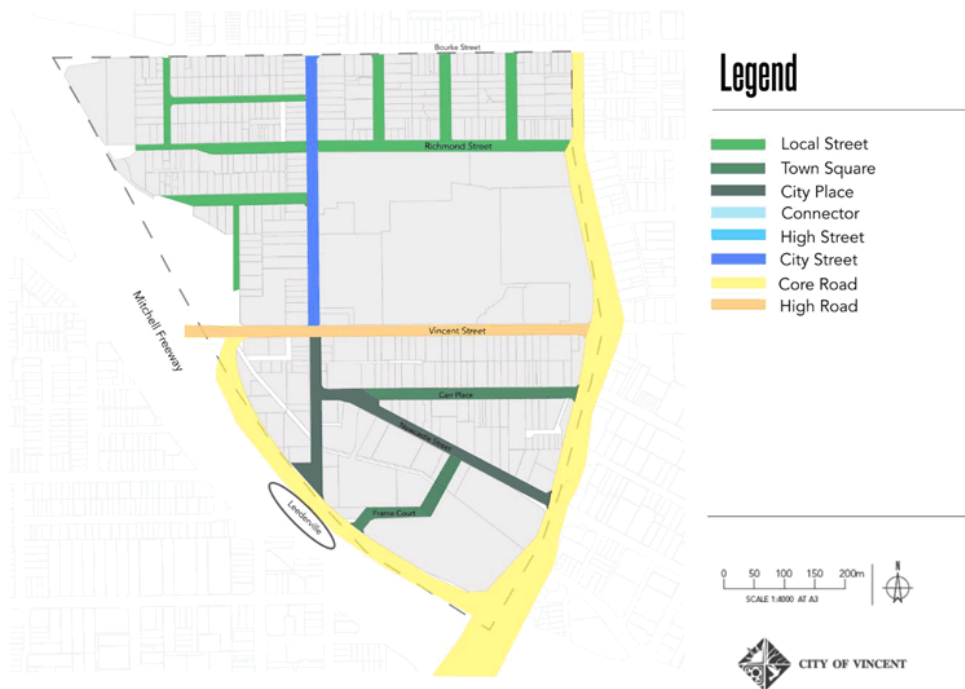


Figure 37 - Future road function

5.5.3 Road and street hierarchy

The Leederville Precinct is in close proximity to two Mitchell Freeway exits; Vincent Street (North and Southbound) and Loftus Street (Northbound). In general, regional traffic is retained along the periphery of the commercial area along Vincent Street, Loftus Street and Leederville Parade. While Newcastle Street and Oxford Street are also classified as Distributor A & B, these primarily accommodate local traffic. For the purpose of the precinct structure plan, the City will advocate to Main Roads for changes to the hierarchy after implementing proposed changes to the road network.



Figure 38 – Existing road hierarchy

5.5.4 Vehicle access

Key entry points are shown on Figure 39 - Vehicle access (TIA). The TIA includes SIDRA Analysis for each of these intersections. SIDRA is software used to analyse intersection and network performance to establish suitable intersection and network timings. The TIA found that many of the intersections are operating at low levels of service. Due to width and intersection size restrictions, the current road network is immensely constrained. Incremental upgrades to width and lane numbers have reached their limit. This means that those intersections with a low level of service will not only need traditional upgrades but also mode shift and volume management.

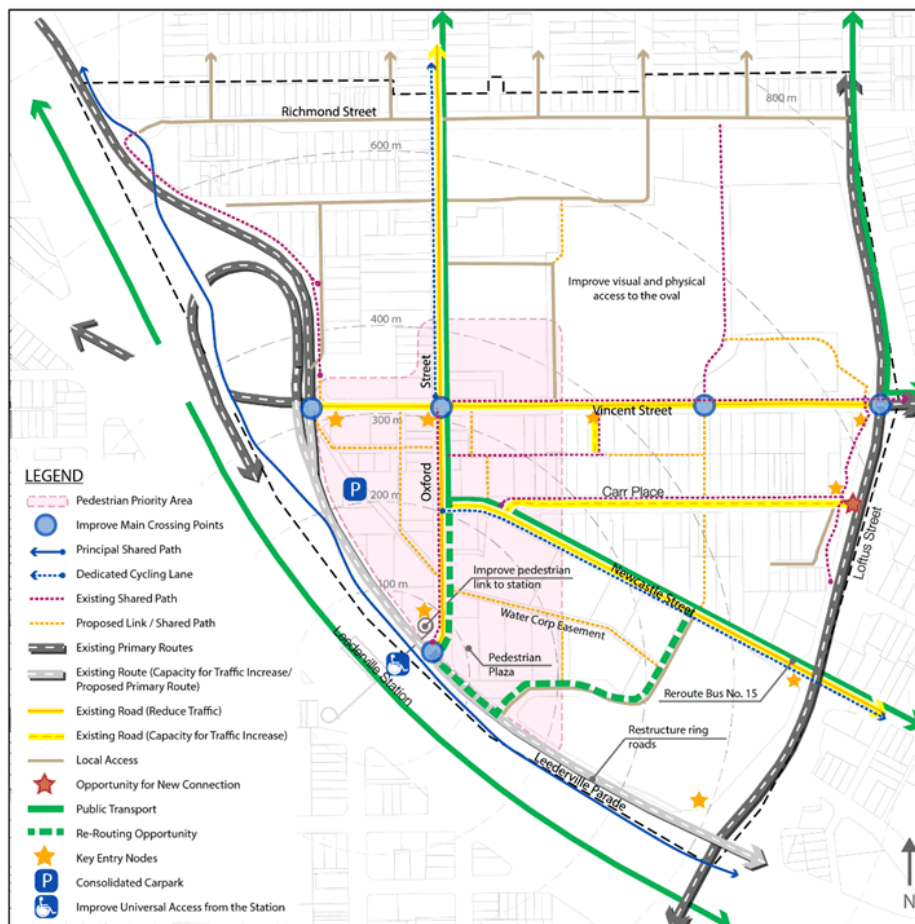


Figure 39 - Vehicle access (TIA)

Each intersection has been assessed on a yearly growth basis. Mode shift to alternative transport presents an opportunity for substantial increases in corridor capacity without changing the carriageway width. This is possible because high-capacity public transport and cycling infrastructure are both much more space efficient than private vehicle lanes. As the network is constrained by land availability, urban infill and development will ultimately require investment in alternative transport.

Proposed Connection/Shared Path

These links shown on the Structure Plan map will be vested to the Crown at the time of subdivision, or acquired if needed before subdivision occurs. The key links will help to create a more pedestrian friendly environment, reducing travel time and separating pedestrians and cyclists from vehicles. The priority design of these links would be for pedestrians and cyclists only. For safety, comfort, and activation the links should be designed with a 6m width.



Figure 40 - Link and Shared Path

Opportunity for new connection

Carr Place is closed to vehicle traffic when events are held at Leederville Village Square (Cnr Newcastle Street/Carr Place). When this occurs, there is significant interruption to residents living on Carr Place who cannot enter or exit the street. Providing a new connection at Loftus Street for Carr Place is a potential solution that would enable additional closures of the Village Square without interruption to residents.

The main constraint for this new connection, however, is that large native trees would need to be removed to make way for the 'left-in, left-out' intersection. The City's Greening Plan aims to maintain mature trees and vegetation wherever possible, so this proposal would be in direct contravention of that aim. The decision whether or not to proceed with this intersection is subject to MRWA approval and should be made after taking into account all the relevant factors and subject to community consultation.



Figure 41 - Intersection between Carr and Loftus street

If this intersection cannot be progressed, then the new links between Vincent Street and Carr Place should be designed to accommodate one-way vehicle traffic in addition to cycling, pedestrians and activation of commercial tenancies (approximately 8m).



Figure 42 - Carr street link example

Recommendations for Part 1

#	Recommendation	Ref.
1	Reserve land for a future dedicated left-turn lane on Leederville Parade approach to Loftus Street. Identified land is only indicative and subject to detailed design prior to acquisition or vesting to encourage vehicles to move around the centre instead of through.	Plan 1
2	Modify Vincent Street approach to Loftus Street westbound to provide a dedicated left-turn lane, no widening should be necessary. Advocate for modifications to lanes and signals to allow vehicles to move around the centre instead of through.	Plan 1
3	As per the link and place designation modify Oxford Street, North of Vincent Street, to promote 30km/h function. This is a longer term (10+ years) goal that should occur both organically (with more active street frontages) and through specific infrastructure modifications (such as wider medians and footpaths) to improve pedestrian and cyclist safety.	Part 2, Section 6, Clause 6.3
4	Acquire new shared access routes from Vincent Street through to Carr Place to improve pedestrian and cyclist amenity.	Part 2, Section 6, Clause 6.3

5.5.5 Walking and Cycling

The town centre movement network is supported by access to a principal shared path (PSP) that runs adjacent to the rail line. The PSP connects cyclists to the CBD and approximately 35km north to Butler Train Station. There are several shared paths (pedestrian & cyclist) and shared roads providing east-west linkages as well as dedicated on-road cycling lanes on Oxford Street between Vincent and Bourke Streets. The footpaths along Oxford Street and intersecting east-west roads including Carr Place, Newcastle Street and Vincent Street are mostly unobstructed, providing a safe environment for pedestrians. These areas also provide a moderate level of shade for pedestrians via awnings and tree cover.



Figure 43 - Mode share map

A key focus within the Leederville Precinct is the provision of high-quality, pedestrian friendly streetscapes so that people who live, work or visit the centre can comfortably walk to and within it. The activated core, including a significant length of Oxford Street, is oriented towards pedestrian accessibility, with wide, attractive pedestrian footways and legible road crossings.

Pedestrians

Pedestrian activity and connections are critical factors in the effectiveness and vitality of an Activity Centre. The way pedestrians move is not strictly on the path provided, it is predominately where they want to go or 'desire lines'. For this reason, the pedestrian environment must be carefully considered, particularly along primary pedestrian desire lines. This includes construction of high-quality paths, shade trees and street furniture to provide

amenity. By improving the pedestrian environment, more people will enjoy moving through the area, providing a positive feedback loop reducing the demand for other modes and parking.

Key improvements to pedestrian infrastructure can greatly improve amenity and safety; the two main reasons why people will choose pedestrian movement rather than the private motor vehicle. Raising the road surface to be flush with the kerb and incorporating street trees into the streetscape naturally creates a shared pedestrian and car zone helping reduce traffic speed, encouraging motorists to drive below 10km/h and increasing accessibility. Footpath widths should also be increased to a minimum of 2.0m, continuing to be flush over crossovers and minor roads. Priority opportunities are identified on Figure 39 - Vehicle access (TIA), including the Mounts Bay Main Drain (currently a Water Corporation infrastructure corridor), which could be a major pedestrian through route.



Figure 44 - Intersection example

Cycling

Additional facilities are necessary to complete a comprehensive network of safe cycling routes across the precinct and to destinations to the north and east. This includes the extension of separated cycling corridors along roads such as Loftus Street, and the upgrade of infrastructure along Oxford Street.

On streets which are activated with significant pedestrian volumes, the low speed (30km/hr or less) and low vehicle volume environment supports safe cycling in mixed traffic.

The State Government's Long Term Cycle Network Plan closely aligns with the TransPriority assessment for the Leederville Precinct in the TIA.

Key improvements to cycling include:

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- Reducing on-street parking along Oxford Street;
- Adding attractive bike parking in small clusters near retail, office and civic buildings;
- Head start boxes at the intersection of Oxford Street and Vincent Street to provide cyclist priority; and
- Upgrades to Vincent Street and Newcastle Street cycleways.



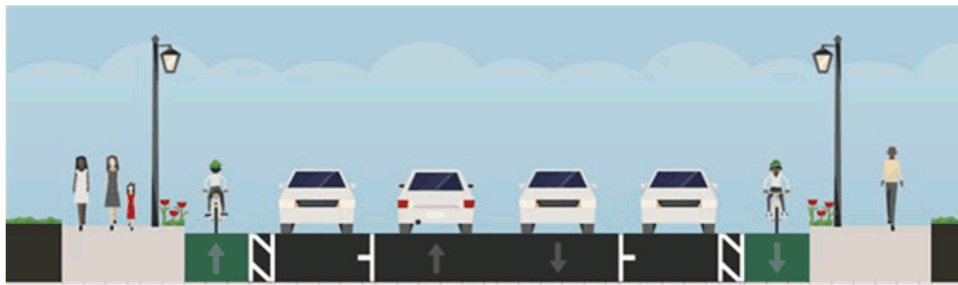


Figure 47 - Alternate cross section of Vincent Street (slow speed mixed traffic).



Figure 48 - Potential cross section of Newcastle Street (slow speed mixed traffic).



Figure 49 - Potential cross section of Oxford Street (activity centre shared zone).

End of Trip facilities

End of trip facilities typically consist of secure bicycle parking, showers, lockers and other ancillary infrastructure designed to support cycling as a comfortable, practical mode choice. The level of end of trip facility infrastructure provided depends on the target demographic and the available infrastructure funding sources.

To cater to increased pedestrian and cycle demand, large scale development should provide secure bicycle parking and end of trip facilities adjacent to vehicular parking.

High-street environments, with smaller office and retail, generally do not have the private space for businesses to provide secure commuter parking, let alone showers. In these instances, public facilities are needed. Subject to business case analysis, a communal large-

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scale cycle parking facility should be provided in Leederville, ideally near the core. As a minimum, a secure bicycle parking facility could be provided to accommodate commuters and visitors where users pay a fee to access the facilities.

Recommendations for Part 1

#	Recommendation	Ref.
1	<p>Prioritise pedestrians; followed by cyclists; followed by public transport users; followed by people who choose to drive by:</p> <ul style="list-style-type: none"> Improving key roads by creating slow speed mixed traffic and shared spaces along Oxford, Newcastle and Vincent Street; Upgrading road cross sections and intersections to prioritise pedestrians and cyclists. Creating safe and enjoyable walking paths and raise road surfaces to be flush with kerbs, shown in Figure 44 - Intersection example as high place value streets. Incorporating street trees to assist in creating shared pedestrian/car zones. Undertaking a Streetscape Audit to inform the location for new street trees, lighting, crossings and path widening. Implement finding of a city wide Wayfinding Strategy that encourages pedestrian and cyclist movement to key places within the Precinct. Enable the staged delivery of the Mounts Bay Main Drain green linkage. Ensuring all main cycling routes are connected and provide an increased level of safety to encourage use including dedicated cycling lanes that possess effective buffers and infrastructure barriers. 	<p>Part 1, Section 1; Plan 1; Plan 2; Section 6, Clause 6.1; and Part 2, Section 6, Clause 6.3</p>
2	Increase bike parking availability and quality.	Part 1 5.1.15; & 5.1.16
3	New developments to provide secure bicycle parking with showers and lockers on larger development sites.	Part 1 5.1.15; & 5.1.16
4	Construct a communal end of trip facility open to the public. Developers could also provide this as development incentive.	Part 1 5.1.15; & 5.1.16 Section 6, Clause 6.1; and

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5.5.6 Public Transport

Transperth provides both bus and train services to the Leederville Precinct.

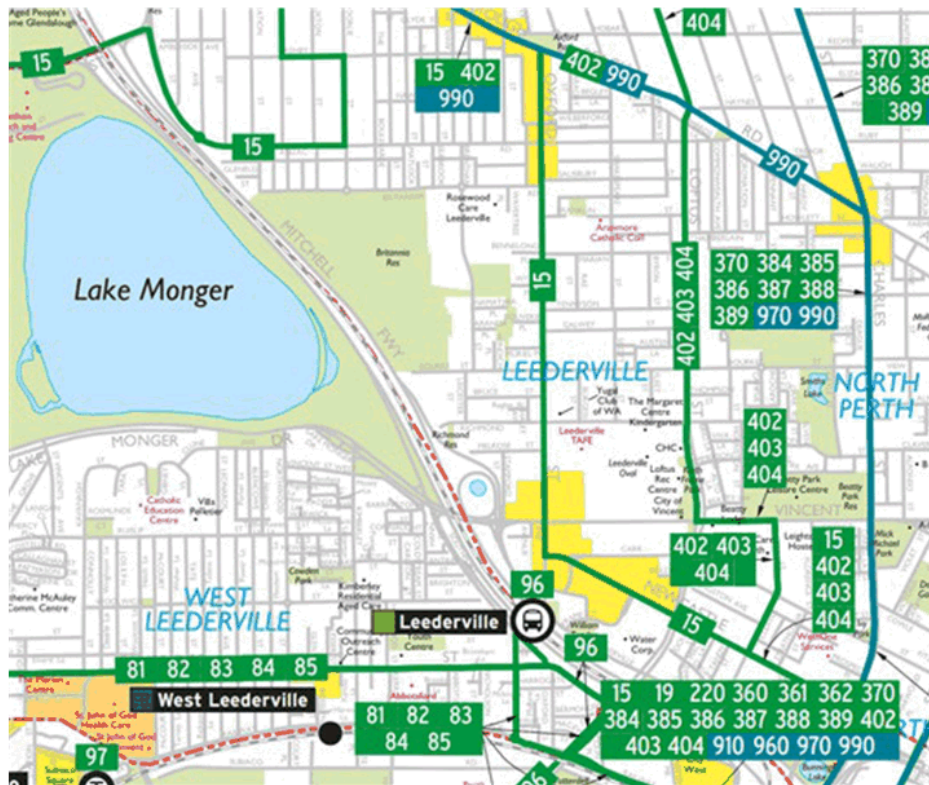


Figure 50 - Current public transport servicing (Public Transport Authority)

Leederville Station is located across the Mitchell Freeway via the Oxford Street overpass and provides a high-frequency train service to the wider Perth metropolitan rail network. The train station presents a key opportunity to further integrate public transport connections to the precinct and develop a true Transit Oriented Development (TOD). The table below outlines the current services at Leederville Station.

Route	Peak Frequency	Off-Peak Frequency	9pm onwards
Perth – Butler	5 minutes	15 minutes	30 minutes
Butler – Perth	5 minutes	15 minutes	30 minutes

The core of the precinct has limited access to bus services, consisting of the Route 15 bus only, which essentially duplicates the train service between Glendalough and the Perth CBD. Routes 402, 403 and 404 all operate along the precinct’s periphery, stopping near the Loftus Recreation Centre, but with little exposure to the core of the activity centre. Additional bus services south of the Mitchell Freeway include the Green CAT (which

connects to the CBD) and the Route 96 bus (which connects to QEII Medical Centre). The table below outlines the current bus services in the area.

Route	Peak Frequency	Off-Peak Frequency
15 – Glendalough to Perth Busport	10 minutes	30 minutes
402 – Stirling Station to Perth Busport	18 minutes	Avg. every 6 minutes
403 – Stirling Station to Perth Busport	10 minutes	
404 – Stirling Station to Perth Busport	30 minutes	
Green Cat (West Leederville Bus Station)	8 minutes	8 minutes

The existing bus services along Loftus and Oxford Street coupled with the Leederville train station provide good north-south connectivity for the precinct. However, there is a distinct lack of east-west linkages to the precinct and throughout the City of Vincent. This limits the ability for residents in the wider region to easily access Leederville by public transport. To address this issue, improvements to east-west service are recommended, to support a connection between the City's key Activity Centres: through Leederville, Beaufort Street, Mt Lawley ECU and Maylands Train Station.

The Accessible City Strategy goes into more detail about this issue and how the City can advocate to the PTA for improved bus service.

In addition to route upgrades, on and off-street infrastructure upgrades are recommended in order to improve street amenity. Bus shelters or bus shelter parklets are effective means of minimising pathway congestion while improving bus accessibility and waiting areas. Installation of these within the Leederville Precinct can greatly improve street activation, as well as catering for increased passenger numbers and making the use of public transport more appealing to a wider demographic.



Figure 51 - Indicative bus shelter

Existing access to the Centre from Leederville Station is provided by a separated, but exposed overpass that presents a poor pedestrian environment which does not provide universal access. The overpass includes a long ramp that terminates at the southern end of Oxford Street. The ramp is not well-integrated or well-designed with the activity centre, and there is an opportunity to improve this connection. The PTA are already investigating different designs for this overpass, so the City will advocate for it to be accessible, sheltered, convenient and attractive, while adding to the vibrancy of Leederville.

Recommendations for Part 1

#	Recommendation	Ref.
1	Advocate to PTA for improved local bus services (especially east-west connections). Advocate for high-frequency public transport service along Loftus Street, increasing person-mobility along this key corridor. Advocate for improved universal access to Leederville Train Station which enhances the experience for people using the station and connection to the West Leederville Activity Centre.	Part 1, Section 1; Plan 1; Plan 2; and Part 2, Section 6, Clause 6.3
2	Improve bus stop infrastructure including shade, shelter and pedestrian crossing points. Integrate bus shelters into adjacent development where feasible.	Part 1, Section 1; Plan 1; Plan 2; Section 6, Clause 6.1; and Part 2, Section 6, Clause 6.3

5.5.7 Parking

While private vehicle usage is expected to diminish in the future, there will still be a need to accommodate cars and parking. To determine parking requirements, the TIA considers the future projected trips taken by visitors, employees and residents, based on the proposed land use mix in the Leederville Precinct.

Existing supply

Parking supply is the total number of parking spaces that are built or available within the study area, regardless of whether they are utilised. Parking supply only includes marked spaces and does not include areas designated for standing vehicles.

The parking available within the Activity Centre comprises a combination of on-street bays as well as three Council owned at-grade parking facilities, the two largest car parking destinations being The Avenue (279 bays) and Frame Court (170 bays) car parks, both accessed from Leederville Parade at the southern boundary. The Loftus Recreation centre carpark, accessible off both Loftus Street and Richmond Street provides 392 parking bays however, it predominantly supports the parking demand created by the community and civic uses present on that land. The Leederville Precinct currently has a public parking capacity of approximately 1,500 spaces.



Figure 52 - Existing public parking within the precinct

Demand

Parking demand is the accumulation of vehicles parked within the study area at a point in time. Parking demand includes all parking associated with nearby land uses, whether in an off-street facility, parked illegally, parked on-street or in remote parking lots. Parking demand does not include standing vehicles awaiting the pick-up or drop-off of passengers.

The substantial growth in residential and employee activity is expected to reduce the need for parking (due to an increase in internal trips). Road capacity and parking constraints combined with improved pedestrian and cyclist amenity also add to the reduced need for parking. As a result, the expected employment growth of 70% results in an increase in parking demand of only 25%. If provided within an efficient, consolidated parking supply, this would equate to a total non-residential parking supply (public and private) across the Leederville Precinct of approximately 2,500-2,750 spaces.

Parking management

The overall management of parking follows these three principles:

1. Commuter parking should be maintained at the periphery of the Leederville Precinct, where appropriate land can be made available for large-scale, multi storey parking structures. This allows vehicles to travel to the centre at the periphery to be parked for pedestrians to move within the centre;
2. Short term visitors to the Leederville Precinct should be accommodated within consolidated car parking that does not detract from the streetscape, has good access from the periphery, good pedestrian connections, and is an appropriate size. The Avenue Car Park is a good location to further develop parking infrastructure, potentially as a multi storey car park within a mixed use development; and
3. On-street parking should prioritise quick trips, service bays, bus infrastructure, ACROD parking and where suitable provide the opportunity for parklets.

To support the proposed land uses, public parking is recommended for long-stay commuters at the periphery of the Activity Centre to reduce the impact of private vehicle trips through the Activity Centre and encourage mode shift to alternative forms of transport. This will be supported by high quality pedestrian and cyclist amenity. Short-stay retail/visitor parking is recommended closer to major activity nodes, in the form of consolidated destination parking and limited on-street provision.

A departure from the existing provision of parking is an understanding that on-street parking spaces should be considered in the context of their opportunity cost and that car parking may not be the 'highest and best use' of kerbside spaces. Relocating these spaces to a consolidated location may support a more vibrant and active Centre.

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Large-scale multi-deck parking is proposed around Leederville Oval, and within The Avenue car park. Both of these locations have the advantage that they are easily accessed from the primary road network. The proximity of these parking areas to the Town Centre and the high quality, legible pedestrian connections, would retain the capacity for private vehicle travel without impacting the vibrancy of Leederville.

The priority outcome for these multi storey car parks would be to integrate them within a mixed-use development. For example and subject to a business case, one floor of commercial tenancies, three levels of parking, followed by two levels of residential units. Sale or rent of these units would help fund the car park construction.

Maximum Parking Rates and Unbundled Parking:

The maximum parking rates for commercial developments are informed by the modelling and projections conducted as part of the TIA which has proposed a precinct-based parking cap of 1 space per 80 to 90 square metres.

To address the impact of local traffic congestion on local intersections, maximum parking rates should be 1.0 bay per unit. In larger 3 or 4 bedroom dwellings, there may be a need to allocate more, but an entire development must average no more than 1.0 bay per 2 bedrooms.

The cost of these parking bays is normally passed onto the occupants indirectly through the rent or purchase price (bundled). This means that tenants or owners are effectively bound by whatever number of bays the developer has chosen to allocate to their unit, unless they wish to undertake a private sub-let of their parking bay.

Unbundling housing and parking provides a framework for residents to decide for themselves how much parking they need. Given the proximity to Leederville Train Station, restricting parking to a maximum number of bays per unit will ensure that parking is given a high value and the actual cost of parking will be readily apparent to those who choose to drive.

Developers will have the following options to choose from when constructing a new development:

- Facility managers can unbundle parking when renting building space;
- Developers can make some or all parking optional when selling buildings;
- Renters can be offered a discount for not using some or all of their allocated parking spaces;
- Parking costs can be listed as a separate item in the lease agreement to show tenants the cost and enable them to negotiate reductions; and
- Tenants and owners can trade bays between themselves at any time.

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Use of on street bays

Residential developments will also not have access to on-street bays for residents. Visitor bays may be appropriate on the street but will not be solely allocated to one development.

The primary uses of on-street parking is for:

- Loading zones;
- ACROD parking;
- Bus stops and layover;
- Bicycle parking;
- Parklets;
- Taxis, ride hailing and car share; and
- Visitor parking.

These different uses are determined on a case-by-case basis as and when a need arises. This has occurred organically in the past and will continue either at the request of the community, or following periodic technical surveys.

Private Parking Arrangements

Basement parking is constrained due to high ground water levels in the area. For properties affected by a high water table, at-grade or podium parking will need to be thoughtfully designed and not compromise streetscape and public realm activation.

Based on the above, parking layout and management should consider the following:

- Vehicle parking shall be located within the basement levels of a building to prevent negative impacts on the public realm;
- Where podium parking is proposed, the parking area must be located on the first floor or above and sleeved by active uses to main streets and laneways; and
- Only one vehicle crossover per lot is permitted except where the Council is satisfied that no adverse effects on vehicular or pedestrian traffic will result;
- The amalgamation of small car parking areas on individual lots together with shared vehicular crossovers is encouraged in order to reduce vehicular and pedestrian conflict and to improve the overall streetscape;
- Parking structures must be designed with a slab-to-slab height of at least 3.5m to enable future adaptation into habitable spaces.

Electric Vehicles

The use of electric vehicles continues to increase as:

- People want to reduce their impact on the environment by using renewable energy;

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- the price of electric vehicles reduces making them accessible to a wide market; and
- the cost of fossil fuels increases.

Future development within the LPSP should allow for the use of this technology and ensure that there is suitable infrastructure to support this.

Recommendations for Part 1

#	Recommendation	Ref.
1	Design parking for reciprocal usage (used for offices during the day and entertainment uses at night). Locate parking central to multiple businesses that can use spaces at different times of the day. Encourage private developments to do the same through incentives.	Part 1, Section 1; Plan 1; Plan 2; Clause 5.15 and 5.16; Part 2, Section 6, Clause 6.3; and Section 6, Clause 6.1;
2	Consolidate the location of long-stay commuter parking at the Avenue Car Park and Frame Court Car Park. Facilitate and allow the development of one multi-deck parking facility, integrated with a commercial or mixed use development.	Plan 1; Plan 2; Part 2, Section 6, Clause 6.3
3	Private parking structures are designed to have minimal impact on the public realm. Parking areas in new development must be located in the basement when possible, or on the first floor or above and sleeved by active uses to main streets and laneways to create active frontages.	Part 1 Clause 5.2.4
4	Ensure maximum parking rates for all developments;	Part 1 Clause 5.1.5 & 5.1.16
5	New developments to provide 20% of the total amount of bays as electric vehicle bays or capacity to supply electric vehicle charging points to support 20% of the total amount of bays as electric vehicle bays.	Part 1 Clause 5.1.5 & 5.1.16
6	Improve parking: <ul style="list-style-type: none"> • On street parking to be for specific, short-term users; • Improve signage and wayfinding of available parking areas; • Provide electric vehicle charging points for commuters in public car parks. 	Part 2, Section 6, Clause 6.3, aligned with ACS

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6 Implementation

The Leederville precinct is an established centre and redevelopment is likely to occur incrementally over time. This section of the LPSP seeks to outline which actions will be required to achieve the precinct structure plan and ensure this development achieves the overall vision and general objectives.

The implementation of the LPSP is dependent on redevelopment and will be influenced by a range of factors including:

- The property market;
- The overall economic condition of the locality and state;
- Private landowner negotiations (i.e. the ability to consolidate landholdings into appropriate sized land parcels; and
- The capacity of existing infrastructure.

6.1 Collaboration

The LPSP will require the collaboration of multiple levels of government and services agencies. Stakeholders specifically identified due to their pre-existing involvement and their future role as a key agency on the future growth are identified in the table below:

Key Implementation Stakeholders	Role
Transport Agencies: Department of Transport Main Roads WA Public Transport Authority	The integration of land use and an efficient movement network is critical to the success of the Leederville Precinct Structure Plan. Critical infrastructure items may require the agreement of one or multiple transport agencies.
Western Power	Preliminary servicing investigations reveal that the precinct may face challenges in the future in relation to the transfer of loads feeding out from the Perth CBD. Identifying the servicing gaps and developing a framework for further discussion with Western Power to negotiate specific timing of network upgrades and cost will be critical. Critical infrastructure items will require addressing with Western Power as part of the LPSP.
The Water Corporation	<u>Reticulated water</u> Preliminary servicing investigations reveal that the Activity Centre will likely require upgrades to the existing water network to support intensified development.

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	<p><u>Reticulated Sewer</u> Further investigations will be required, in association with the Water Corp to determine capacity and availability of services proposed as part of this LPSP. Critical infrastructure items will require addressing with the Water Corp as part of the LPSP.</p> <p><u>Development site and pedestrian walkway</u> Water Corporation also own one of the largest freehold land parcels within the Activity Centre and control land over the main drain to Galup (Lake Monger). The existing drain is proposed to become an east west pedestrian walkway. Future plans for the redevelopment of this land will have a notable impact on the form and function of the Activity Centre. Ongoing dialogue between the City and Water Corporation on future opportunities will be crucial.</p>
Department of Planning, Lands and Heritage (Heritage Council of WA)	<p>There are several State and Local heritage listed properties within the Activity Centre area. Keeping the unique character of Leederville through retention of character buildings and well-planned redevelopment in and around these areas is critical. Support from State level to facilitate this will be vital.</p>
Private developers	<p>Comprehensive development will be proposed in the precinct. It is important that the City liaise with potential proponents to ensure awareness of the LPSP objectives and requirements.</p>
Department of Education	<p>As the centre develops there may be a need to provide a primary or secondary school. Liaise with the Department of Education as the centre develops to ensure the accommodation of a school before the need arises.</p>
TAFE	<p>Ensure support for the existing education services so that they can remain in place.</p>
Foyer Oxford The 'Y'	<p>Support the local services and provide opportunities for further enhancement.</p>

6.2 Development staging

Development staging is the delivery of both infrastructure and built form. The latter is generally dependent on the range of services, transport and community infrastructure. The

change across the Leederville precinct should be done in a proactive way to avoid underdevelopment due to unsuitable infrastructure.

With regard to built form staging, it is assumed that significant redevelopment will occur in the short-term in areas nearest to the centre and on land that has the highest development potential; this being the Cityscape and Urban Frame precincts. Development outside of these areas is also expected to occur on the basis many properties are nearing the end of their life cycle.

Development staging for the Leederville precinct was undertaken utilising 'Modelur' modelling software. This model tested short, medium and long term development scenarios using a range of general and precinct specific data/control parameters such as average persons per dwelling, average persons per commercial site, average residential and commercial gross floor area. Using these parameters the model was used to calculate a range of information including:

- Population density and development yields for each scenario;
- Identification of infrastructure upgrades linked to development staging; and
- Identification of car parking shortfalls to inform traffic analysis and management plans.

A summary of the general precinct specific control parameters that were used to create the staging models is provided in Appendix G. The 'Modelur' staging models and the key outcomes of the various scenarios are illustrated below (Figure 53 - Development staging).

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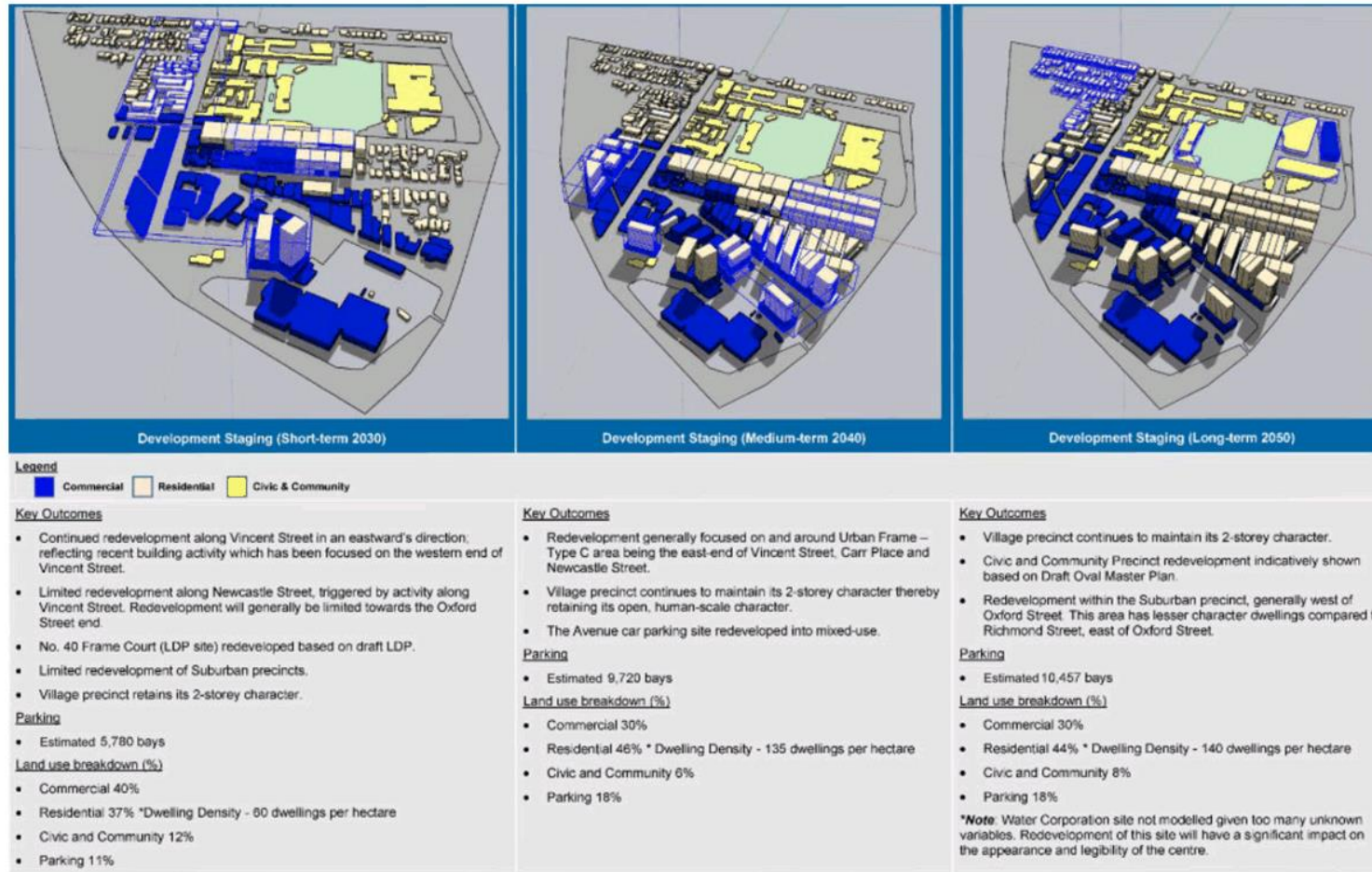


Figure 53 - Development staging

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6.3 Key projects and staging

The actions critical to achieving the objectives of the Precinct Structure Plan are outlined in the following tables as short, medium and long-term goals.

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6.3.1 Short term (0-10 Years)

	Action	Responsibility	Key Stakeholders
Road Infrastructure	Modify road network infrastructure to match intended future Link and Place.	City of Vincent	-
	Undertake trials for Oxford Street Parklets, including innovative play space and public breakout facilities.	City of Vincent	Affected land & business owners
	To determine the location and extent of pedestrian upgrades, a streetscape audit is recommended, the findings of which informs the placement of street trees, lighting, crossing improvements and path widening.	City of Vincent	
	Investigate solutions for Vincent Street, Oxford Street and Newcastle Street footpaths to be upgraded to a minimum of 2.0m with 2.5m+ desirable, and that footpath grade and material to be continued across crossovers and minor roads.	City of Vincent WAPC	MRWA
Laneways and Linkages	Acquire and construct laneways and new public spaces.	City of Vincent	Private landowners City of Vincent
	Support for pedestrian desire lines, including the planting of native shade producing trees and vegetation.		Water Corporation
	Formalising arrangements to utilise laneways.		
Heritage & Culture	Investigate suitable cultural interpretations throughout the precinct potentially including a public community garden, as a place to meet.	City of Vincent	Private landowners
Road Network	Modify Leederville Parade approach to Loftus Street, providing dedicated left-turn.	MRWA	City of Vincent WAPC
	Modify Vincent Street approach to Loftus Street, providing dedicated left-turn.	WAPC	City of Vincent

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	Action	Responsibility	Key Stakeholders
Public Transport	Improve bus stop infrastructure including shade, shelter and pedestrian crossing points. Integrate bus shelters into adjacent development where feasible.	Public Transport Authority (PTA) City of Vincent	
	Advocate for extension of CAT service to and through the Precinct Structure Plan area.	PTA	City of Vincent
	Advocate for local area transit service including: Trackless Tram Vincent Circular Subiaco - Bayswater routes This will require investigation into an appropriate funding mechanism.	PTA City of Vincent	
	Advocate for high-frequency public transport service along Loftus Street.	PTA	City of Vincent Local Residents
Active Transport	Undertake Streetscape Audit to inform the location for new street trees, lighting, crossings and path widening.	City of Vincent	
	Increase canopy cover on public land in line with the Greening Plan.	City of Vincent	
	Construct additional on-street bicycle parking, replacing existing car parking spaces.	City of Vincent	
	Reinforce pedestrian priority by continuing paths over crossovers using consistent material and grade.	City of Vincent	
	Construct on-road bicycle separation on the Vincent Street approach to the Oxford Street intersection.	City of Vincent	WAPC

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	Action	Responsibility	Key Stakeholders
	Undertake a business case into high-quality consolidated public or private bike facilities.	City of Vincent	
	Prepare a precinct-specific parking management plan at a fine-grained level.	City of Vincent	
Parking	Introduce Demand Responsive Pricing mechanisms for on-street and off-street public facilities. Extend mobile pay system across all bays.	City of Vincent	All visitors to centre
	Seek a business case for a major land transaction to facilitate and allow the sale of land subject to the construction of peripheral long-stay public parking..	City of Vincent	
	Increase universally accessible parking across the Activity Centre area.	City of Vincent	
Design Review Panel (DRP)	Ensure the DRP are referred development applications within the Precinct.	City of Vincent Developers	Residents, landowners, developers
Scheme Amendments	Deletion of Regional Centre zone from the scheme; Adding 'Centre' zone to the Scheme and rezone all precincts to 'Centre' zone; and Rezone Residential R40 land to 'Centre' zone.	City of Vincent WAPC	City of Vincent, WAPC, Landowners
	Request MRS rezoning of 246 Vincent Street to Urban.	City of Vincent WAPC	WAPC Department of Local Government, Sport and Cultural Industries
	Apply to remove condition from development approval for 246 Vincent Street to permit adaptive use of DLGSC building.	City of Vincent WAPC	WAPC

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Action		Responsibility	Key Stakeholders
			Department of Local Government, Sport and Cultural Industries
Resource Conservation	Achieve target for scheme water for new development of 53 kL per person per year.	City of Vincent	All residents
	Advocate to both State and Federal Government for higher building design standards for new builds and retrofits (all building types).	City of Vincent	Business owners, occupiers and residents
Stormwater Management	Maximise the capture, use and local infiltration of stormwater.	City of Vincent	Water Corporation City of Vincent
	Implement water sensitive urban design on both public and private land.	City of Vincent	Business owners, occupiers and residents Water Corporation
	Identify low traffic areas including pathways and medians in parking areas and incorporate permeable pavements and biofilters where practicable to minimise stormwater runoff and maximise treatment options.	City of Vincent	Water Corporation City of Vincent
	Retrofit existing stormwater management systems with appropriate water quality treatment infrastructure to achieve improved water quality outcomes at source.	City of Vincent	Water Corporation City of Vincent
	Use signage throughout the catchment to identify the hydrological connection between Lake Monger, stormwater, groundwater and the Swan River.	City of Vincent	Business owners, occupiers and residents Water Corporation

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	Action	Responsibility	Key Stakeholders
	Manage contaminated sites in accordance with the Contaminated Sites Act 2003 (WA).	City of Vincent	DWER Individual lot owners of contaminated sites
	Manage acid sulfate soils in accordance with best management practices and Department of Water Environmental Regulation requirements.	City of Vincent	DWER
LPSP Review	Five year minor review of outcomes aligned with recommendations. Ten year major review of LPSP.	City of Vincent	Land owners, Business owners, occupiers and residents
Public Open Space	Formalise William Traylen Park, which currently exists as shared private open space to be formalised as POS.	City of Vincent	Land owners, Business owners, occupiers and residents

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6.3.2 Medium term (11-20 years)

	Action	Responsibility	Key Stakeholders
Road Infrastructure	Modify Oxford street north of Vincent street to promote 30km/hr function.	City of Vincent	
	Investigate solutions for footpaths be upgraded to a minimum of 2.0m with 2.5m+ desirable, and that footpath grade and material to be continued across crossovers and minor roads.	City of Vincent	MRWA WAPC
Active Transport	Investigate Vincent Street bi-directional protected bike lanes, replacing existing on-street parking. This facility should continue through and connect seamlessly to the Freeway PSP.	City of Vincent Dept. of Transport (DoT)	
	Improve cycling connections from the Principal Shared Path to the Town Centre.	City of Vincent City of Vincent	
	Facilitate or construct high-quality public bike facilities; potentially co-located with a share bike scheme hub.		
	Replace Oxford Street bike lanes north of Vincent Street with safe mixed-traffic environment (<30km/hr).	City of Vincent	
	Provide fast-charge EV parking bays.	City of Vincent	
	Reassign existing on-street parking for loading zones and taxi/ride hailing.	City of Vincent	
	Consider allocating on-street spaces for car share (where appropriate).	City of Vincent	

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	Action	Responsibility	Key Stakeholders
	Construct large-scale public parking facilities in support of development.	City of Vincent	
Service & Infrastructure	Power - Construction of a new 132kV CBD substation to facilitate the decommissioning of 66kV substation in the area to address feeder congestion out of the zone substation to provide for increased population and emerging technologies such as electric vehicles.	Western Power	City of Vincent

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6.3.3 Long term (20+ years)

	Action	Responsibility	Key Stakeholders
Public Transport	Advocate for dedicated transit lanes along Loftus Street, recognising the limited capacity of this road for private vehicle movement.	WAPC DOT	City of Vincent
Active Transport	Improve connections from Leederville Station to the Activity Centre, potentially including activation and shelter along the route. Upgrade and improve paths based on condition assessment.	PTA MRWA WAPC City of Vincent	City of Vincent
Tree Canopy	Achieve 20% overall canopy by 2050, which requires additional tree canopy within the private domain.	City of Vincent	Private landowners City of Vincent

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CITY OF VINCENT

LEEDERVILLE TOWN CENTRE PLACE PLAN

VOLUME 04





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DATE	DETAILS	STATUS
31/03/21	Leederville Town Centre Place Plan	Draft

00. INTRODUCTION

The City of Vincent (City) Town Centre Place Plans series has been developed as a set of 'place based' strategic action plans to guide the allocation of funding and resources in the City's town centres. The Place Plans direct the City's service units to deliver a range of place-based initiatives and enable the City to effectively support and coordinate change.

Leederville Town Centre Place Plan (Place Plan) is Volume 04 in the Town Centre Place Plan series and will guide the implementation of all major initiatives in the Leederville Town Centre (Town Centre).

The Town Centre has a unique mix of retail, civic uses, restaurants, bars, and residential dwellings which all function in a cohesive environment and flourish together as one mixed-use hub. It is bounded by the Mitchell Freeway and Loftus Street, and extends north to Bourke Street.

As some suburbs in Perth's inner-city ring have gentrified over time, Leederville has retained a grungy feel whilst developing a unique, vibrant, and youthful atmosphere. The Town Centre has great potential to accommodate higher density development and creating a high quality public realm, whilst retaining the existing Town Centre character, should be prioritised.

LEEDERVILLE SNAPSHOT

Historic

Leederville forms part of Boorloo – Noongar land belonging to the Whadjuk people of the Noongar nation.

Prior to European settlement, the Leederville area surrounding Lake Monger was known as Keiermulu which translates to ‘the home fires or camp.’ Lake Monger, or Galup as it is traditionally known, was an important camping and hunting ground.

In 1973, the building of the Mitchell Freeway saw the suburb of Leederville divided, with Leederville Town Centre cut off from the culturally significant Lake Monger.



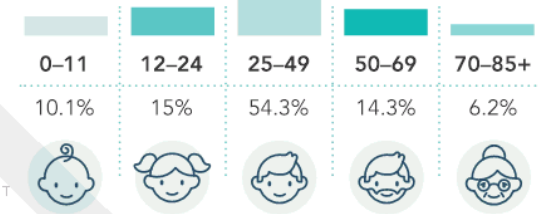
LEEDERVILLE TOWN CENTRE BOUNDARY MAP



Legend
 — Leederville Town Centre Place Plan Boundary
 ■ Town Planning Scheme No. 2 Regional Centre Scheme Zone

LEEDERVILLE SNAPSHOT

Community



37.2% of Leederville households are high income (\$2500/wk+) compared to 24.8% in Greater Perth

58.6% of households are lone person or couple only compared to 47.1% in Greater Perth

Transport

Active transport
 10.2% of Leederville residents commute using active modes compared to 3.1% in Greater Perth

Public transport
 17.2% of Leederville residents commute to work on public transport compared to 10.2% in Greater Perth

Car ownership
 7.3% of Leederville households do not own a car compared to 4.7% in Greater Perth

Housing

Diversity of **Leederville** housing stock and tenure compared to **Greater Perth**:



- 40.4% separate house (74.6% Greater Perth)
- 46.5% medium density (19.6% Greater Perth)
- 11.8% high density (5.1% Greater Perth)
- 47.9% own or mortgage (66.4% Greater Perth)
- 40.8% rent (25.5% Greater Perth)

Leederville currently has the **lowest population** (people/ha) and dwelling unit (units/ha) density in the City.

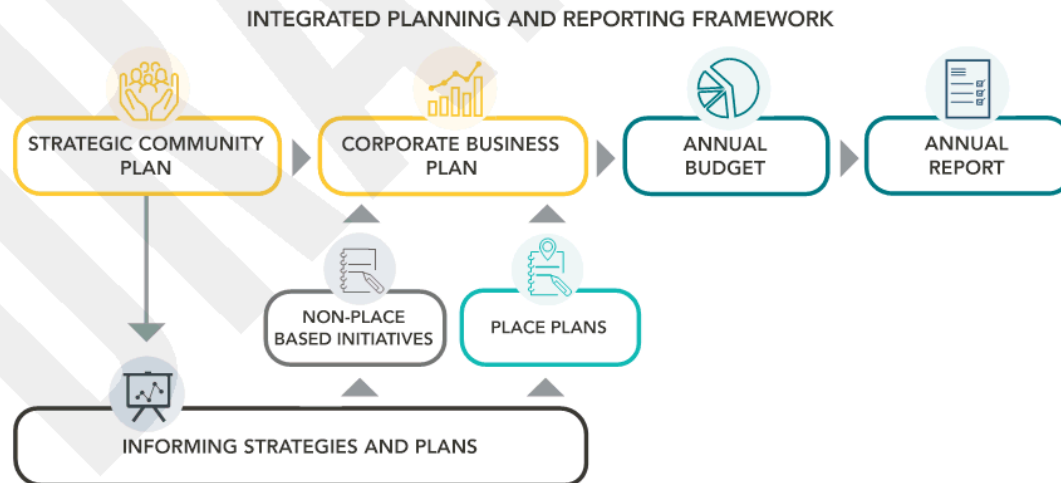


PLACE PLAN PURPOSE

The Place Plan outlines the place-based initiatives and resources the City has specifically committed to the Town Centre.

The boundary of the Town Centre (refer **Leederville Town Centre Boundary Map**) aligns with the draft Leederville Precinct Structure Plan boundary. The boundary extends north beyond the City of Vincent's Town Planning Scheme No. 2 Regional Centre Scheme Zone, to incorporate the public purpose, commercial, mixed use, residential and public open space land uses south of Bourke Street.

The Integrated Planning and Reporting Framework outlined by the *Local Government (Administration) Regulations 1996* requires the City to adopt a Strategic Community Plan and a Corporate Business Plan. The Place Plan provides a filter for the place based initiatives within the City's suite of informing strategies and plans, and directly informs the Corporate Business Plan. The role of the Place Plan within the City of Vincent Integrated Planning and Reporting Framework is illustrated below.





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LEEDERVILLE CONNECT

Each of the City of Vincent town centres has a town team. The town teams are independently formed and incorporated bodies that aim to make their respective Town Centres the best places they can possibly be. The town teams are not an affiliate of the City, but do receive funding for community driven initiatives. The town teams are made up of a diverse range of members that include business owners, land owners, local residents and people who recreate in Leederville. Each town team member brings a different set of skills, interests, and life experiences to the table and these collectively shape the direction, composition, and identity of the six town teams.

The town teams and the City enjoy a symbiotic relationship. The City engages directly with each town team on a variety of issues that are specific to their respective town centres and the town teams are able to effectively communicate issues, solutions, and ideas to the City through their strategic action plans. The City works collaboratively with the town teams to deliver locally based activations and events, physical improvements, and economic and community development initiatives.

Leederville Connect is the town team operating in the Town Centre. Leederville Connect's Action Plan and strategic vision, captured in Leederville User Experience (UX), outlines a range of objectives and principles as well as their key focus areas.

PLACE PLAN PROCESS

The Place Plan enables the range of initiatives identified in the City's suite of informing strategies and plans, and Leederville Connect's Action Plan, to be filtered, prioritised and resourced appropriately.

Some of the City's informing strategies and plans provide high level guidance for the direction and type of initiatives the City should be undertaking, while others provide specific actions.

The Place Plans provide a place based filter and cross-directorate lens on these strategies and plans to enable a robust, planned, and integrated approach to project identification and delivery.

Prior to being confirmed as a new action in the Place Plan, proposed initiatives and projects are cross checked against the vision and priorities set in the Strategic Community Plan and the following three sources:

- A.** Local needs and wants (City strategies and plans and town team action plans);
- B.** Best practice; and
- C.** Data (collected through the implementation of the Town Centre Performance Measurement Strategy).

The process in which Place Plan actions are filtered is illustrated in the adjacent diagram.



The Place Plan outlines the implementation schedule for all of the actions to be undertaken in the Town Centre. These may include but are not limited to public realm upgrades, marketing initiatives, economic and community development projects, and policy and procedural improvements.

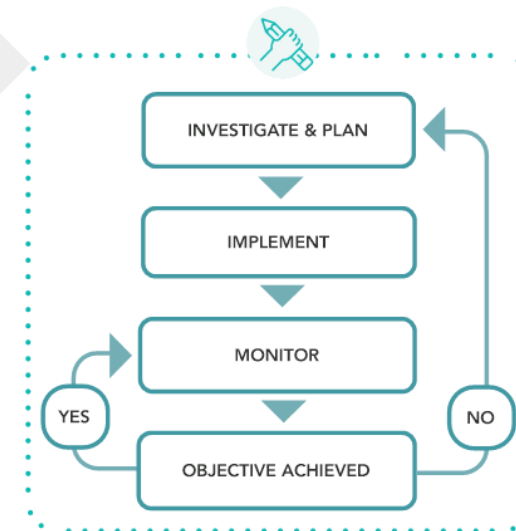
The Place Plan actions are organised into six sections which align with the six priorities of the Strategic Community Plan.

While the City remains responsible for planning and delivering the actions identified in the Place Plan, Leederville Connect is identified as the support team on ten actions, and the co-lead on one. This creates an opportunity for the town team to be an

active part of the project team for City delivered actions, rather than engaged as a community group throughout the project process.


The Place Plan is implemented, reviewed and updated annually. This allows the progress of actions to be reported on, including updating actions to reflect where they are in the action delivery cycle, and for newly identified actions to be included.

The Place Plan action delivery cycle is illustrated in the diagram below.



INFORMING STRATEGIES & PLANS


The City's Strategic Community Plan 2018 – 2028 identifies the community's vision and strategic priorities, as identified through the Imagine Vincent engagement campaign. The Place Plan actions are designed to respond to at least one priority, while many respond to multiple. Each action has been listed under the priority that is most applicable to the objectives of the action. The Place Plan is also informed by the following strategies and plans which have been developed through community engagement and previously adopted by Council.



**GREENING PLAN
2018 – 2023**
Actions 1.1 – 1.4, 2.3, 4.6, 4.7, 4.8, 5.3 have the opportunity to increase tree canopy, native plantings, and green the Town Centre.




**SUSTAINABLE ENVIRONMENT
STRATEGY 2019 – 2024**
Actions 1.1 – 1.4, 2.1 – 2.7, 4.6, 4.7 – 4.10, 5.1, 6.2, 6.3 have the opportunity to support urban greening and biodiversity, water sensitive urban design, increased use of public and active transport modes, energy efficiency and reduced greenhouse gas emissions.



SAFER VINCENT 2019 – 2022
Actions 1.2, 2.3, 3.1, 4.2, 4.5, 4.7 – 4.10, 5.1, 6.2, 6.3 have the opportunity to support safer spaces, community connection, and apply Crime Prevention through Environmental Design (CPTED) principles.



**DISABILITY ACCESS AND
INCLUSION PLAN 2017 – 2022**
Actions 2.2 – 2.4, 2.7, 4.4, 4.6, 4.8 – 4.10, 5.1, 5.3, 6.3 have the opportunity to improve equitable access to buildings and infrastructure.




**RECONCILIATION ACTION
PLAN | INNOVATE 2019 – 2021**
Actions 1.1, 1.2, 1.4, 2.7, 3.1, 4.6 – 4.10, 5.2 have the opportunity to celebrate Noongar artwork, culture and language in public spaces.



**PUBLIC OPEN SPACE
STRATEGY**
Actions 1.1, 1.2, 4.2, 4.3, 5.1, 6.1 have the opportunity to maximise the value of open spaces for the community through improved amenity, respond to the impacts of development and population growth, and improve access to and functionality of open space.



**ECONOMIC DEVELOPMENT
STRATEGY 2011 – 2016**
Each action in the Place Plan aims to support economic development in the Town Centre.



**YOUTH ACTION PLAN
2020 – 2022**
Actions 1.1, 1.2, 3.1, 6.1 have the opportunity to provide opportunities for young people to connect with each other and the broader community, and support our youth to be strong, healthy, safe and active.



**PUBLIC HEALTH PLAN
2020 – 2025**
Actions 1.1, 2.7, 3.1, 4.6, 5.3, 6.4 support deliverables to help achieve the vision of a healthy, happy, and connected community for all.

- 


ARTS DEVELOPMENT ACTION PLAN 2018 – 2020
 Actions 1.4, 3.1, 4.4, 4.6, 4.8 – 4.10, 5.2 have the opportunity to support the arts and creative economy in the Town Centre.
- 


DRAFT ACCESSIBLE CITY STRATEGY 2020 – 2030
 Actions 1.1, 1.3, 2.1 – 2.8, 4.5 – 4.10, 5.1 – 5.3, 6.2 have the opportunity to make getting around the Town Centre safe, easy, environmentally friendly, and enjoyable.
- 


DRAFT ASSET MANAGEMENT AND SUSTAINABILITY STRATEGY
 Each action in the Place Plan aims to support the Asset Management and Sustainability Strategy vision to plan and manage our resources and assets in an efficient and sustainable manner.

READING THIS DOCUMENT

All the projects and initiatives being undertaken in the Town Centre are listed as 'actions'. Each action is explained using the following three step process:

- 

STEP 01 DIAGNOSIS
 Diagnosing the issue or opportunity evident in the Town Centre. These may be identified in an informing strategy or plan, as an opportunity to achieve best practice or through the analysis of data..
- 

STEP 02 ANALYSIS
 Analysing the detail of the issue or opportunity to understand the best approach to solve the issue or seize the opportunity.
- 

STEP 03 SOLUTION
 Proposing a solution that solves the issue or seizes the opportunity.

The Place Plan actions have been organised into six sections to directly respond to the six priorities of the City's Strategic Community Plan. These include:

- 

ENHANCED ENVIRONMENT
- 

ACCESSIBLE CITY
- 

CONNECTED COMMUNITY
- 

THRIVING PLACES
- 

SENSITIVE DESIGN
- 

INNOVATIVE & ACCOUNTABLE

The Place Plan highlights the broad range of projects and initiatives the City is undertaking to support and improve the Town Centre.

The Implementation Framework sets out the actions, time frames and the responsible teams for the delivery of all of the identified actions.

01. ENHANCED ENVIRONMENT

Sets out the actions and projects which assist the City to make the best use of our natural resources for the benefit of current and future town centre visitors, residents, and businesses.

ACTION 1.1 OXFORD STREET RESERVE

Diagnosis	Oxford Street Reserve is underutilised and lacks visual and physical permeability from Leederville Parade and Oxford Street.
Analysis	<p>Oxford Street Reserve incorporates a seating area, playground, green space, passive recreation area, and is adjacent to Leederville Skate Park.</p> <p>The passive recreation area at the southern edge of the reserve includes a ping pong table, chess/checker board tables, a four square court, and a BBQ. This area is not well used and the permanent game elements have been heavily vandalised.</p> <p>The central green space lacks shade and functionality. Sightlines to the playground from both the seating area to the north and the grassed area to the south are obstructed.</p> <p>The skate park is well used, due for renewal, and an opportunity exists to improve connectivity between the skate park and the rest of the reserve and Town Centre.</p> <p>A concept plan, employing CPTED principles, could be developed to better connect the elements of Oxford Street Reserve to each other, the Town Centre and the train station.</p>
Solution	Develop a concept plan to enhance the community use, connectivity, and vibrancy of Oxford Street Reserve.

ACTION 1.2 LEEDERVILLE PARADE

Diagnosis	Leederville Parade lacks pedestrian amenity and is a road safety concern.
Analysis	<p>Leederville Parade connects Vincent Street, Oxford Street, and Loftus Street. There is a footpath along Leederville Parade adjacent to the Town Centre, and a principle shared path adjacent to the Mitchell Freeway.</p> <p>Leederville Parade has been identified as a high risk location because of the number of documented collisions. As there is no median, there are few opportunities for pedestrians and cyclists to cross safely between the footpath and principle shared path.</p> <p>As a high risk location, an opportunity exists to investigate Black Spot funding to implement a continuous median on Leederville Parade. Black Spot is a road safety program which provides Federal funding for targeted improvements to high risk locations. Implementing a median will allow for additional greening which should be incorporate to improve pedestrian amenity.</p>
Solution	Investigate Black Spot funding for a continuous greened median on Leederville Parade.



ACTION 1.3 BEAUTIFICATION AND ECO-ZONING OF LOT 210

Diagnosis	The landscaping at Lot 210 on the corner of Vincent Street and Leederville Parade is not maintained to a high standard.
Analysis	Lot 210 has the opportunity to be an entry statement site for the Town Centre for vehicles coming off the freeway, and pedestrians coming from West Leederville.
	Lot 210 is not planted or maintained in line with the City managed and maintained streetscapes as it is not owned by the City. While this lot is owned by Main Roads Western Australia (MRWA), the City has negotiated a licence agreement with MRWA to take over the maintenance of this site, with the intention to clean it up and eco-zone.
Solution	The licence agreement presents additional opportunities to create an entry statement in this space and the potential to incorporate artwork.
	Undertake the beautification and eco-zoning of Lot 210 Leederville Parade.

ACTION 1.4 FAST-CHARGING ELECTRIC VEHICLE STATION

Diagnosis	There is an opportunity for the Town Centre to become part of the electric vehicle fast-charging network
Analysis	The City has been approached to nominate fast charging electric vehicle station locations, in town centres, as part of the expansion of the electric vehicle fast-charging network.
	The proximity of the Avenue Car Park to the Mitchell Freeway, 24hr supermarket, service station and toilet facilities makes it an ideal electric vehicle charging location.
Solution	Support the potential installation of a fast-charging electric vehicle station in the Avenue Car Park.

PUBLIC OPEN SPACE AND ENHANCED ENVIRONMENT MAP



02. ACCESSIBLE CITY

Sets out the actions and projects which enhance connectivity, improve the use of public transport, deliver parking efficiencies, and create a more pedestrian and cycle friendly Town Centre.

ACTION 2.1 LEEDERVILLE STATION UPGRADE

Diagnosis	Leederville Station is not a friendly environment for people with differing abilities. The overpass connecting West Leederville, Leederville, and Leederville Station is not a comfortable pedestrian or cyclist environment.
Analysis	Leederville Station lacks elevators between the platform and the overpass, and between the overpass and street level. The ramp currently in place is narrow and steep, acting as a barrier to accessibility.
	The overpass connecting West Leederville and Leederville Station to the Town Centre lacks shelter and character. The ramp leading to the Town Centre is steep, and has a barrier at the bottom. The current bicycle parking is not well maintained or secure.
	There is an opportunity for the station and overpass environments to be upgraded to increase the level of accessibility for all, improve pedestrian comfort and experience, and improve amenities for cyclists.
Solution	Leederville UX identifies improvements to Leederville Station as Focused Intervention 14.
	Advocate to the Public Transport Authority for a Leederville Station upgrade.

ACTION 2.2 REROUTE BUS ROUTE 15

Diagnosis	Bus route 15 runs through the heart of Leederville Village Square and generates noise and emissions which detract from the amenity of the Town Centre.
Analysis	Bus route 15 is a quarter-hourly route between Perth Bus Port and Glendalough Station. Currently, it runs through the Town Centre on Newcastle Street and Oxford Street. This includes the Village Square, and the northern portion of the café strip.
	The noise and emissions from the bus route makes the Village Square and surrounding alfresco and parklet areas less desirable for pedestrians. Closing the Village Square for events also requires the detour of the bus route.
	Rerouting the bus as an opportunity to improve the amenity of the Town Centre. Leederville UX proposes the bus uses Frame Court to connect the bus from Newcastle Street and Leederville Parade. However, half of this road is owned by Water Corporation and an agreement for use would need to be negotiated.
Solution	As a part of the potential reroute of the bus, there is an opportunity to include a stop at Leederville Station, and outside the Water Corporation administration building.
	Rerouting the bus is identified in Leederville UX as Focused Intervention 7.
Solution	Advocate to the Public Transport Authority and the Water Corporation for bus route 15 to be rerouted around the perimeter of the Town Centre.

ACTION 2.3 LOFTUS STREET CROSSING IMPROVEMENTS

Diagnosis Loftus Street is a barrier to connectivity between Leederville, West Perth and North Perth.

Loftus Street has six lanes of fast moving traffic, which act as a barrier between Leederville, West Perth and North Perth. There are signalised crossings for pedestrians and cyclists available at the Vincent Street, Newcastle Street, and Leederville Parade intersections. However, these crossings are unfriendly to pedestrians and cyclists, and often requires multiple light phases to cross safely. Additionally, there is a non-signalised crossing at Richmond Street.

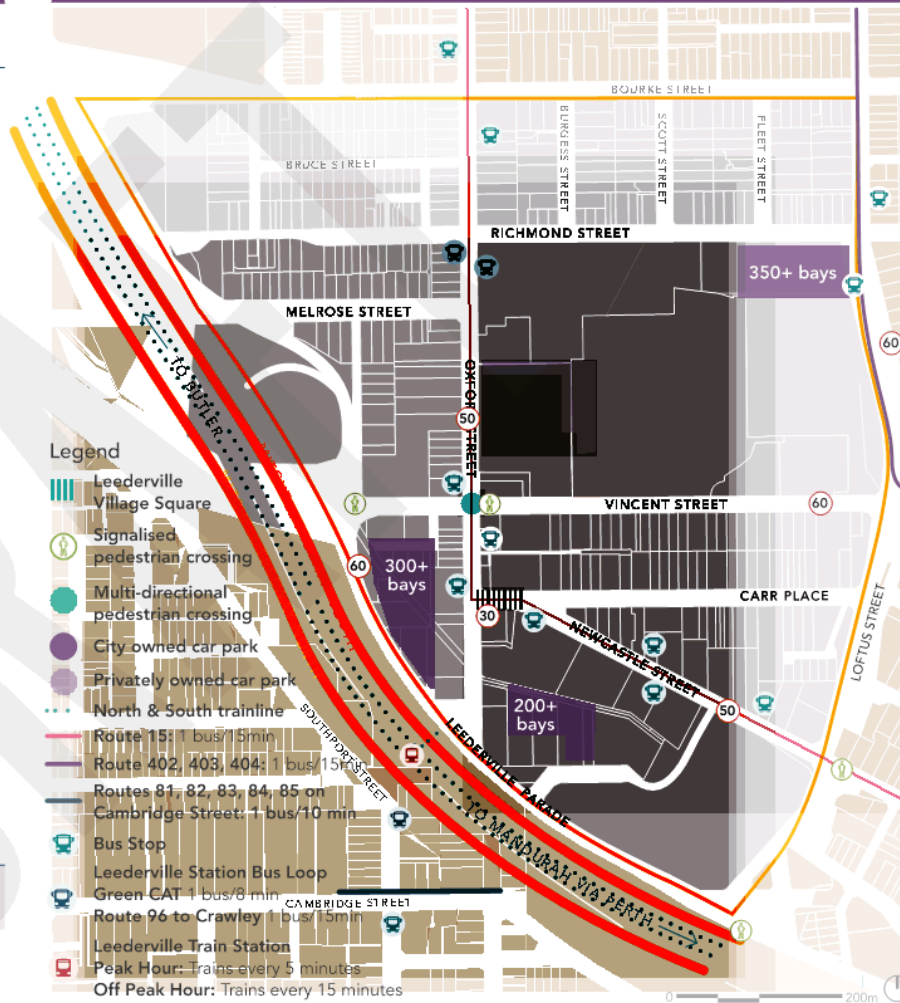
Analysis The distance between the formal crossings of Loftus Street is approximately 300 meters, which may encourage pedestrians and cyclists to cross at informal locations, such as between Carr Place and Carr Street, and between Loftus Recreation Centre and Emmerson Street.

There is an opportunity to investigate design interventions to improve the experience for pedestrians and cyclists crossing Loftus Street. This could include additional crossing opportunities, improvements to signal timing, pedestrian countdown timers, greening, or other options identified through investigation.

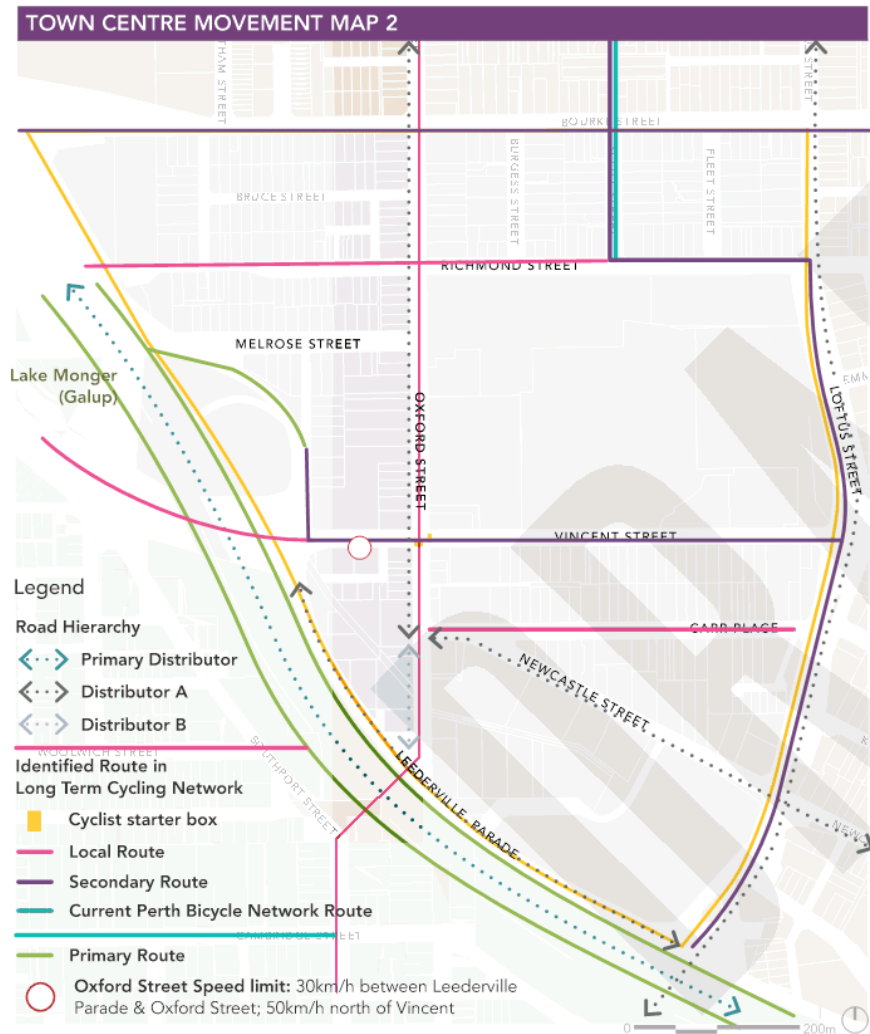
This action supports Leederville UX Focused Intervention 10 – multi-use intersections on major roads, and Focused Intervention 13 – pedestrian crossing of Loftus Street at Richmond Street.

Solution Prepare a plan to improve the pedestrian and cyclist environment crossing Loftus Street.

TOWN CENTRE MOVEMENT MAP 1



LEEDERVILLE TOWN CENTRE PLACE PLAN | 13



ACTION 2.4 LAKE MONGER CONNECTION

Diagnosis The connection between the Town Centre and Lake Monger is not pedestrian or cyclist friendly.

The Mitchell Freeway divides Leederville and West Leederville. The Mitchell Freeway underpass connecting the Town Centre to Lake Monger is dark, littered, lacks greening, and is not inviting to pedestrians and cyclists. The intersections either side of the underpass, at Vincent Street and Leederville Parade and Vincent Street and Southport Street, are difficult to cross.

Analysis Vincent Street and Lake Monger Drive, between Leederville Parade and Lake Monger, has been identified as a local route in the draft Long Term Cycling Network.

As the connection is within the boundary of both the City of Vincent and Town of Cambridge, and managed by Main Roads, the City will need to work closely with these stakeholders to plan any upgrades. Upgrades could include opportunities to improve the connecting intersections, adding greening, lighting, and art, or other improvements identified through investigation.

Leederville UX identifies the connection to Lake Monger as a pedestrian arterial in Focused Intervention 12.

Solution Collaborate with the Town of Cambridge and Main Roads to plan upgrades to the Lake Monger connection.

ACTION 2.5 OXFORD STREET CYCLING ROUTE

Diagnosis	Oxford Street does not allow for cars and bicycles to share the road safely.
Analysis	Oxford Street has been identified as a local route in the draft Long Term Cycling Network, and connects West Leederville, Leederville, Mount Hawthorn, and the Mitchell Freeway Principle Shared Path.
	There is currently an on-road painted bicycle lane northbound north of Vincent Street to Bourke Street, and southbound between Bourke Street and Richmond Street. There are also green bicycle starter boxes at the intersection of Oxford Street and Vincent Street.
	The Department of Transport noted in the 2015 Detailed Cycling Imagineering Workshop Report that nearly 50% of serious and fatal injury collisions occur on local roads with speeds of 50km/h or greater. The report also noted that vehicle speeds should be reduced to 30km/h through streetscape improvements where separation between cyclists and vehicles is not an option.
	Between Leederville Parade and Vincent Street, the speed limit for vehicles is 30km/h. However, north of Vincent Street, the speed limit increases to 50km/h. Where there are gaps in cycling infrastructure, this is not considered to be safe for cyclists.
	There is an opportunity to plan improvements to the Oxford Street cycling environment to improve safety and amenity.
Solution	Plan improvements to the Oxford Street cycling environment to support extending the 30km/h speed zone north of Vincent Street.

ACTION 2.6 VINCENT STREET IMPROVEMENTS

Diagnosis	Bicycles and pedestrians share the footpath on Vincent Street, and there are limited crossing opportunities for both users. This often creates conflict between pedestrians, cyclists, and vehicles.
Analysis	Vincent Street has been identified as a secondary route in the draft Long Term Cycling Network.
	As Vincent Street is currently not a suitable road to be shared by vehicles and bicycles due to the volume and speed of traffic, bicycles share the footpath with pedestrians. This impacts the safety and amenity for both cyclists and pedestrians.
	There are no crossing points for pedestrians or cyclists along the Vincent Street between Oxford Street and Loftus Street. This is a distance of approximately 500m and the lack of crossing points creates conflict between pedestrians and cyclists, and vehicles.
	There is an opportunity to plan improvements to Vincent Street to improve the safety and amenity for pedestrians and cyclists.
	Leederville UX identifies Vincent Street as a pedestrian arterial in Focused Intervention 12.
Solution	Plan improvements to Vincent Street.

ACTION 2.7 WAYFINDING STRATEGY

Diagnosis	Wayfinding in Vincent’s Town Centres is cluttered, unclear and limited.
Analysis	<p>Wayfinding is a critical component to the legibility and walkability of a place. Wayfinding can help determine how people decide to move through spaces. The decisions people make when moving through places are guided by architecture, urban design, landmarks and views.</p> <p>Wayfinding in the City’s town centres has significant room for improvement. An over proliferation of signage and styles compete for attention and can result in confusion. Moreover, the previous Wayfinding Signage Strategy (2012) has an emphasis on vehicles and car parking.</p> <p>A Wayfinding Strategy should be prepared to:</p> <ul style="list-style-type: none"> • Create a comprehensive, clear and consistent visual communication system with concise messaging; • Only include the information that is relevant to the space, location and navigation path; and • Focus on active transportation mode users, particularly pedestrians. <p>Leederville UX has identified wayfinding as Focused Intervention 19.</p>
Solution	Develop a Wayfinding Strategy.

Leederville Connect has been identified as a support team for 2.7

ACTION 2.8 ON-DEMAND TRANSPORT AND DELIVERY PARTNERS

Diagnosis	On-demand transport and delivery services can cause congestion in the Town Centre at peak times.
Analysis	<p>Leederville was identified as a on-demand transport hot spot during peak hour commute, as well as Friday and Saturday evening and late night, and Sunday morning¹.</p> <p>As the Town Centre continues to be home to a diverse mix of events, hospitality and retail offerings, and trial street closures and interventions to improve the prioritisation of pedestrians and cyclists, the demand for on-demand transport options is likely to continue and access to customers exact locations may not always be feasible. There is currently no designated pick up points for on-demand transport vehicles. This leads to vehicles double parking while loading and unloading passengers, increasing congestion, and impacting the pedestrian amenity in the heart of the Town Centre.</p> <p>Leederville is a high demand location for delivery partners during peak times , and many restaurants in Leederville are available on at least one delivery app². Delivery partners often park bicycles and scooters on the footpath and near business entrances while waiting for orders. This creates an obstacle and potential safety hazard for pedestrians, particularly during busy times.</p> <p>There is an opportunity to investigate the feasibility and impact of designated on-demand pick-up points on the perimeter, similar to those surrounding Forrest Chase and Perth Station. There is also an opportunity to investigate consolidated third party delivery partner pick-up points for adjacent businesses, including existing motorcycle bays and bicycle parking areas, to minimise the clutter on the footpath during peak times.</p>
Solution	Investigate the feasibility and impact of designated pick up points for on-demand transport and third party delivery partners.

1: <https://www.uber.com/en-AU/blog/perth/busy-spots-in-perth/>
 2: <https://www.uber.com/au/en/drive/perth/delivery/>

03. CONNECTED COMMUNITY

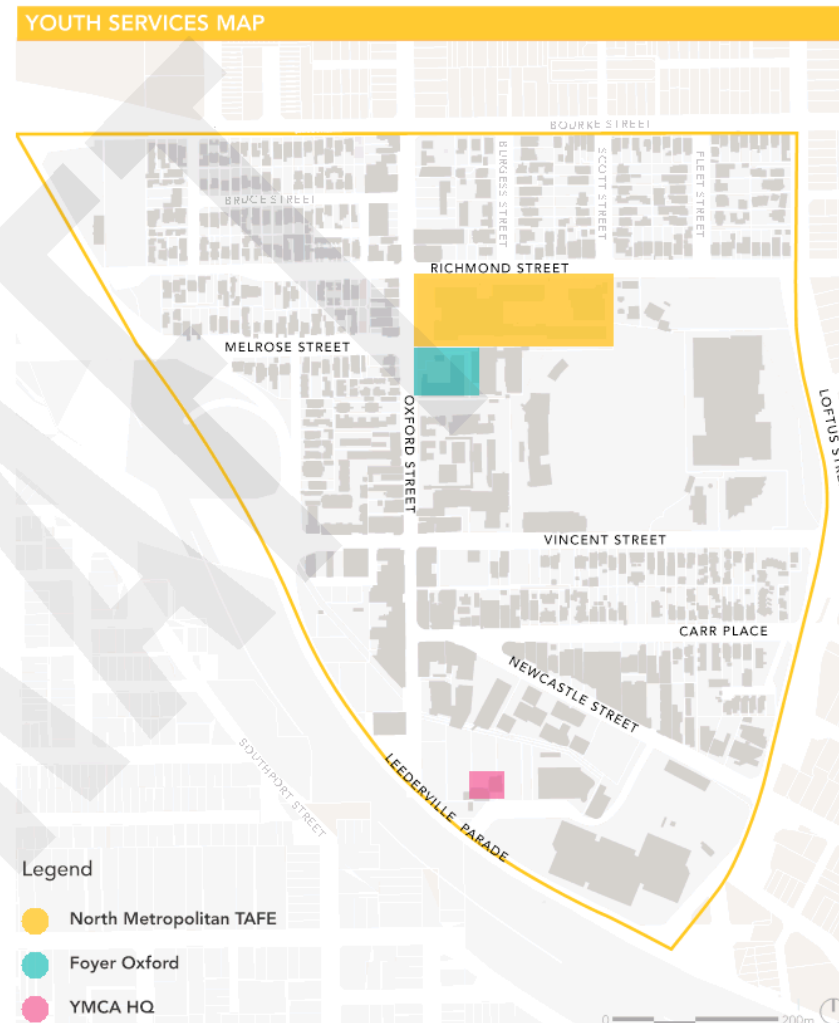
Sets out the actions and projects which contribute to Leederville’s unique sense of place, and encourage the community to connect with each other to enhance their quality of life.

ACTION 3.1 COLLABORATE WITH YOUTH SERVICES

Diagnosis	There are opportunities to deliver events in collaboration with the three major youth and social services in the Town Centre.
Analysis	<p>The regular events held in the Town Centre could better integrate with existing social services.</p> <p>YMCAHQ currently facilitates youth programs, including gigs and outdoor paint workshops. Foyer Oxford provides holistic support to young people to give them the best opportunity to thrive in the future, and North Metropolitan TAFE delivers a music program.</p> <p>There is an opportunity to investigate ways to collaborate with existing organisations to participate in Town Centre events and activations</p>
Solution	Seek opportunities to collaborate with YMCAHQ, Foyer Oxford, and TAFE to activate the Town Centre.

ACTION 3.2 TOWN TEAM GRANT PROGRAM

Diagnosis	Town teams require financial support to deliver outcomes for their respective town centres and to make themselves more sustainable entities.
Analysis	Town teams can access grant funding through the Town Team Grant program. This funding can be used to facilitate events, activities and/or initiatives that engage the local community, contribute to the local economy or improve the sustainability of the town team.
Solution	Manage the Town Team Grant program.



LEEDERVILLE TOWN CENTRE PLACE PLAN | 17

04. THRIVING PLACES

Sets out the actions and projects which assist the City to create, enhance, and promote great places and spaces in the Town Centre in order for it to reach its activation and economic potential.



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ACTION 4.1 EVENT FURNITURE AND FIXTURES STORAGE SPACE

Diagnosis	The regular hiring of event furniture and fixtures is costly and unsustainable.
Analysis	<p>Hosting events and activations is a part of Leederville’s identity but regularly hiring fixtures and furniture is cost prohibitive, the pieces for hire are generic and do not reflect the character of Leederville.</p> <p>Leederville Connect has identified in their Action Plan the need for a storage area near the Town Centre for furniture and fixtures. This would allow the town team to invest in pieces that fit the Town Centre aesthetic and can be used on a continuing basis, lowering the cost of hosting events.</p> <p>There is an opportunity to support Leederville Connect to investigate possible locations within the Town Centre for this storage space.</p>
Solution	Support Leederville Connect to investigate locations for event furniture and fixtures storage space in the Town Centre.

Leederville Connect has been identified to co-lead action 4.1.

ACTION 4.2 FESTOON LIGHTING IN LEEDERVILLE VILLAGE SQUARE

Diagnosis	Leederville Village Square is not well lit and lacks the ambiance of a town square when events are not being held in the space.
Analysis	<p>Leederville Village Square is a central gathering place within the Town Centre and is often home to events. The lighting is currently poor and when events are not occurring, the ambiance is not reflective of a town square.</p> <p>There is an opportunity to improve the feel and amenity of the space through the addition of festoon lighting strung across the square.</p>
Solution	Plan festoon lighting in Leederville Village Square.

ACTION 4.3 POWER IN LEEDERVILLE VILLAGE SQUARE

Diagnosis	There is currently no access to power in Leederville Village Square.
Analysis	Leederville Village Square is a central gathering place within the Town Centre and is often home to events. Currently there is no access to power within the space and this has been identified as a barrier to improving the usability of the space. Conduits were installed during construction of Leederville Village Square to allow for power points to be installed at a later date. There is an opportunity to identify strategic locations for power points to be installed based on the current and intended future use of the space.
Solution	Identify locations for power points in Leederville Village Square.

Leederville Connect has been identified as a support team for action 4.3.

ACTION 4.4 TOWN CENTRE LIGHTING

Diagnosis	There are areas in the Town Centre that are poorly lit.
Analysis	Town centre pedestrian safety and quality of lighting have been highlighted as areas for concern, with the increasing number of vacancies. Although tenancies are beginning to fill, there remains an opportunity to improve the lighting in laneways, open spaces, and on key walking routes that lead to the Town Centre from parking areas to enhance the pedestrian environment after hours.
Solution	Undertake a lighting audit to identify opportunities for lighting improvements.

ACTION 4.5 PARKING IN LEEDERVILLE VILLAGE SQUARE

Diagnosis	Vehicles park in the Leederville Village Square median where parking is not permitted. This impacts the amenity of the space and creates safety issues by blocking sightlines for crossing pedestrians.
Analysis	The ample space between the median trees in Leederville Village Square are meant to facilitate event set-up and increase crossing opportunities for pedestrians and cyclists. The median space is large enough for one to two vehicles to park, and this often occurs during peak times. While parking is not permitted in these spaces, it has previously not been enforced due to lack of signage in the area. There is currently post-signage to enable enforcement, however this is a temporary solution as vehicles continue to park in this area. There is an opportunity to investigate design solutions to proactively deter parking instead, removing the need for enforcement. This could include modular art, movable planter boxes, or something similar. Such solutions would maintain the amenity of the space while closed for events, allow the space to operate as intended while remaining open to traffic, and enhance the character of the Town Centre .
Solution	Plan design solutions to deter parking in the Leederville Village Square median.

ACTION 4.6 STREETScape AUDIT

Diagnosis	There is an opportunity to rationalise the location of existing street furniture, and potential to accommodate additional planting, pedestrian amenities, and other streetscape improvements.
Analysis	<p>The City understands the importance of canopy cover, street furniture, and streetscape amenities, and the role they play in encouraging people to linger longer. Encouraging people to linger longer in Town Centres provides the opportunity for multi-purpose trips and passive spending throughout the Town Centre.</p> <p>While Leederville is well serviced by alfresco dining opportunities and parklets, there is a lack of intuitive non-transactional seating throughout the Town Centre. Streetscape amenities, such as bike racks, have not been well maintained.</p> <p>An audit should be undertaken to determine current deficiencies in the streetscape and identify opportunities to enhance the streetscape.</p> <p>This could include opportunities for additional planting, beautification, urban design improvements, street art, street furniture rationalisation and upgrades, and reducing clutter.</p>
Solution	Undertake a streetscape audit to identify opportunities for streetscape improvements.

Leederville Connect has been identified as a support team for action 4.6.

ACTION 4.7 AVENUE CAR PARK LANEWAY URBAN DESIGN STUDY

Diagnosis	<p>The space between Oxford Street tenancies and the Avenue Car Park is underutilised, disconnected, and lacks pedestrian amenity.</p> <p>The space between Oxford Street tenancies and the Avenue Car Park is presently used for bin storage, service access, business parking and pedestrian movement. There is currently no separation between pedestrian and vehicle space. As this connection is a part of the Water Corporation drainage reserve, development is not permitted.</p>
Analysis	<p>There is an opportunity to improve the pedestrian amenity, investigate innovative solutions for waste, and encourage the use of the space as a second frontage for tenancies on Oxford Street. There is also an opportunity to investigate enhancing the public use of key arcade linkages between Oxford Street and the Avenue Car Park.</p> <p>Leederville UX has identified enhancing the Water Corporation Drain in Focused Intervention 11, and arcade linkages between Oxford Street and the car park as Focused Intervention 21</p>
Solution	Undertake an urban design study for the Avenue Car Park Laneway to achieve more greening and connectivity.



ACTION 4.8 WATER CORPORATION DRAINAGE RESERVE

Diagnosis There is an opportunity to use the Water Corporation Main Drain Corridor as an attractive, pedestrianised link through the centre of Leederville.

The area between Newcastle Street and the Freeway is preparing for large-scale redevelopment opportunities, guided by the Leederville Activity Structure Plan. These developments would benefit from having two activated frontages, i.e. Newcastle Street or Leederville Parade or Frame Court, and the Water Corporation drainage reserve. Currently, no development can happen on the reserve.

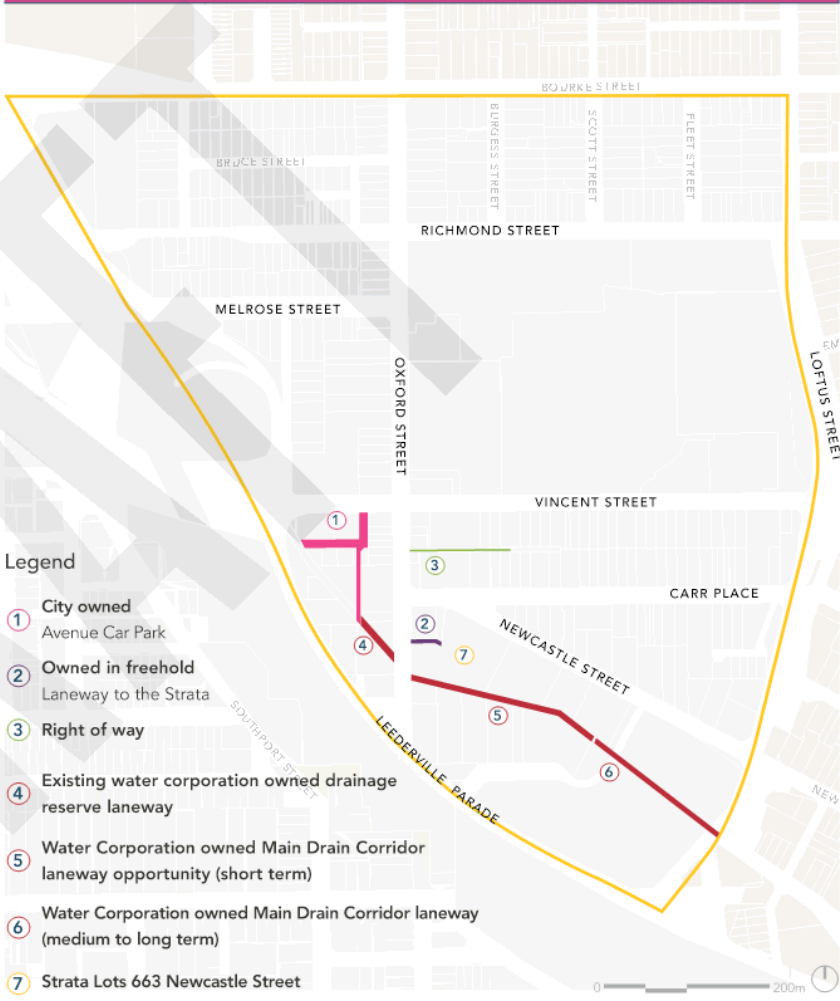
As the reserve is owned and governed by the Water Corporation, the City can't undertake upgrades on these premises without the permission of the Water Corporation.

Analysis Formalising this link through the current Frame Court car park would be an extension of the existing drainage reserve walkway between Oxford Street and the Avenue Car Park. Bringing these links together through similar streetscape improvements, such as festoon lighting, planter boxes, street furniture, or water feature to reflect the ongoing land use of the site would be a welcomed addition to the pedestrian realm in Leederville. This is identified as the top social infrastructure need for Leederville in Leederville Connect's Social Infrastructure study.

Leederville UX has identified the Water Corporation Drain as Focused Intervention 11.

Solution Negotiate the formalisation of the main drain pedestrian corridor with the Water Corporation for implementation in appropriate stages.

TOWN CENTRE LANEWAYS MAP



LEEDERVILLE TOWN CENTRE PLACE PLAN | 21

ACTION 4.9 THE LEEDERVILLE LANEWAY

Diagnosis	The laneway between the Leederville Hotel and the new ABN building will soon be fronted with active uses and become a new hub of activity.
Analysis	<p>The ABN building on Vincent Street is scheduled to be completed in 2021 and will add approximately 750 new employees to the Town Centre. It will also bring active uses fronting onto the laneway, including a café and retail shop.</p> <p>Across the laneway, the Leederville Hotel is planning to redevelop the former Blue Flamingo tenancy to create another active frontage to the laneway. It is anticipated these developments will increase the activity in the laneway and create a new hub of activity.</p> <p>There is an opportunity to collaborate with the developer to deliver laneway beautification elements such as paving and visual art, as well as naming the laneway in consultation with the community and Landgate.</p> <p>Leederville UX has identified more laneways and public access as Focused Intervention 8a.</p>
Solution	Collaborate with developers to deliver laneway beautification elements such as paving, lighting and visual art, as well as naming the laneway, in consultation with the community and Landgate.

ACTION 4.10 LANEWAY TO THE STRATA

Diagnosis	The right of way connecting Oxford Street to the strata lots at 663 Newcastle Street is underutilised.
Analysis	<p>The right of way at 663 Newcastle Street is used primarily for access to the strata lots by delivery vehicles, for bin storage and collection, and informal pedestrian access.</p> <p>It is currently held in freehold, and there is an opportunity for the City to request the Minister for Lands acquire the right of way under Section 52 of the Land Administration Act 1997.</p> <p>There is an additional opportunity to plan improvements to the pedestrian amenity of the right of way following the acquisition by the Minister for Lands. This could include greening, lighting, or other activation elements. The City should advocate to and collaborate with the Strata to facilitate these improvements to continue in the Strata owned portion of the laneway.</p> <p>Leederville UX has identified improving existing laneways as Focused Intervention 16.</p>
Solution	<p>A) Request the Minister of Lands acquire the right of way linking Oxford Street to the strata lots at 663 Newcastle Street.</p> <p>B) Collaborate with the strata to plan improvements to the right of way.</p>

Leederville Connect has been identified as a support team for action 4.11B

05. SENSITIVE DESIGN

Sets out the actions and projects which assist the City encourage unique, high quality developments that respect and respond to the character and identity of the Town Centre.

ACTION 5.1 LEEDERVILLE PRECINCT STRUCTURE PLAN

Diagnosis	The Town Centre has been classed as a secondary centre under State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2). However, development is not currently guided by a Western Australia Planning Commission endorsed structure plan.
Analysis	<p>The Town Centre is located less than 2km from the Perth CBD, and is well serviced by public and active transport including a train station, frequent bus routes, and a growing number of cycling routes. These services support the potential for the area to accommodate additional development to further enhance and support the viability and vibrancy of the centre.</p> <p>The City and Leederville Connect support these growth and renewal opportunities and Leederville Connect has prepared a suite of documents to inform the City's development of a Precinct Structure Plan, including Leederville UX and a social infrastructure study.</p> <p>The Precinct Structure Plan will provide a foundation for the future of the area including objectives and goals for its ongoing development and to ensure a place-based statutory plan is developed to guide the future development of the Town Centre area.</p>
Solution	Prepare an Activity Centre Structure Plan in collaboration with Leederville Connect.

Leederville Connect has been identified as a support team for action 5.1

ACTION 5.2 NOISE WALLS

Diagnosis	The standard noise walls installed by Main Roads WA are bland and do not integrate with the aesthetic of the Town Centre.
Analysis	<p>The Mitchell Freeway borders the Town Centre between Richmond Street and Loftus Street. In 2019, an additional southbound lane was constructed between Cedric Street and Vincent Street. This project included the construction of noise and screen walls between Bourke Street and Vincent Street. These walls are opaque, bland, and do not integrate with the style of Leederville.</p> <p>The City does not encourage additional noise walls in the Town Centre due to the impacts on visual permeability from West Leederville and Leederville Station.</p> <p>However, should additional noise walls be proposed along the Mitchell Freeway between Vincent Street and Loftus Street, there is an opportunity to advocate to Main Roads WA for noise walls which both encourage visual permeability and embrace the character of the Town Centre. This could include using a Perspex material, commissioning public art, or another solution unique to the Town Centre.</p> <p>Leederville UX has identified public art walls to screen the noise as Focused Intervention 23.</p>
Solution	Advocate to Main Roads WA for unique noise walls between the Mitchell Freeway and the Town Centre.

Leederville Connect has been identified as a support team for action 5.2.

ACTION 5.3 STREETScape STYLE GUIDE

Diagnosis	Leederville has a unique character which could be better reflected in the streetscape amenities.
Analysis	Leederville is a vibrant and creative Town Centre with an element of grunge that has been retained from its history as a working class suburb. As the precinct redevelops, it is important to protect, maintain, and enhance the character and sense of place Leederville provides.
	The Accessible City Strategy has been drafted using the link and place framework. As a part of its implementation, a set of link and place guidelines will be developed to guide future infrastructure and design improvements. However, this guide will not address the style of these improvements.
	There is an opportunity to build upon the link and place guidelines to develop a streetscape style guide for Leederville. This will ensure future investment into the public realm, both physical and social infrastructure, is consistent with Leederville's character. This could include public art, edible streetscapes, a colour and materials palette, among other considerations.
Solution	Develop a streetscape style guide.

Leederville Connect has been identified as a support team for action 5.3

06. INNOVATIVE & ACCOUNTABLE

Sets out the actions and projects which assist the City support the community to realise its vision. To achieve this, we will be an organisation that manages resources well, communicates effectively, and takes our stewardship role seriously.

ACTION 6.1 REVIEW USE OF LEEDERVILLE VILLAGE SQUARE

Diagnosis	When Leederville Village Square is activated, Newcastle Street between Oxford Street and Carr Place is closed to vehicle traffic. It is important to understand how this impacts businesses and residents in Leederville.
Analysis	Since Leederville Village Square was launched in 2019 as a community and events space at the heart of the Town Centre, it has been closed to traffic over a dozen times for events and activations.
	When it is closed to traffic, there is mixed reaction from the community, with businesses on Carr Place and Oxford Street often feeling disconnected from events and activations.
Solution	Regular closures of Leederville Village Square has been identified as the third highest social infrastructure priority in Leederville Connect's social infrastructure study. To better understand the impact, consultation should be undertaken as part of a review of the Square. This will inform the future use of the Square and identify opportunities to include the wider community in future activations.
Solution	Undertake community consultation to review the use of Leederville Village Square and inform the future of the space.

ACTION 6.2 LED STREET LIGHTS

Diagnosis	The street lights along Oxford Street function poorly at night and are not energy efficient.
Analysis	<p>The Western Power street lights along Oxford Street are high pressure sodium (yellow) lamps which do not efficiently or consistently light the streets at night. This impacts pedestrian safety in the Town Centre after hours.</p> <p>Western Power LED high efficiency long life luminaries are now available. There is an opportunity to improve the lighting on Oxford Street by upgrading the street lights.</p>
Solution	Install LED street lights along Oxford Street.

ACTION 6.3 PUBLIC TOILETS

Diagnosis	The public toilets in the Avenue Car Park are nearing the end of their life span, lack universal design, and attract anti-social behaviour.
Analysis	<p>There are public toilets in the Avenue Car Park that are difficult to maintain and attract anti-social behaviour.</p> <p>Given the proximity of the toilets to community services, shopping, dining, and other family oriented spaces, there is an opportunity to improve the fit-out and servicing of these toilets to make them Disability Discrimination Act (DDA) compliant and include a change area for young children.</p> <p>Improving the public toilet block will increase the level of amenity for visitors to the Town Centre.</p>
Solution	Plan public toilet improvements.

ACTION 6.4 SMOKE-FREE TOWN CENTRES

Diagnosis	Exposure to second-hand smoke is harmful to public health.
Analysis	<p>The City's Public Health Plan sets a target of introducing smoke-free town centres by 2025 in response to the known health risks of both using tobacco and exposure to second-hand smoke. While the implementation of this target seeks to directly reduce exposure to second-hand smoke, it also seeks to de-normalise smoking.</p> <p>Additional benefits of smoke-free town centres include reduced litter from cigarette butts and maintaining the enjoyment for all users of the City's high-pedestrian main streets.</p> <p>There is an opportunity to work with the community, health partners, and local businesses to develop a project to achieve smoke-free town centres by 2025.</p>
Solution	Develop a smoke-free town centres project with involvement from the community, health partners, and local businesses.



07. IMPLEMENTATION FRAMEWORK

LEEDERVILLE TOWN CENTRE PLACE PLAN IMPLEMENTATION FRAMEWORK							
KEY ACTION / PROJECT	RESPONSIBLE TEAM	SUPPORT TEAM	TIMING				
			21/22	22/23	23/24	24/25	
PRIORITY AREA 1: ENHANCED ENVIRONMENT							
1.1	Develop a concept plan to enhance the community use, connectivity, and vibrancy of Oxford Street Reserve.	S&D	I&E	✓	✓	✓	
1.2	Investigate Black Spot funding for a continuous greened median on Leederville Parade.	I&E		✓			
1.3	Undertake the beautification and eco-zoning of Lot 210 Leederville Parade.	I&E	S&D	✓	✓		
1.4	Support the potential installation of a fast-charging electric vehicle station in the Avenue Car Park.	CEO	I&E	✓			
PRIORITY AREA 2: ACCESSIBLE CITY							
2.1	Advocate to the Public Transport Authority for a Leederville Station upgrade.	I&E/S&D		✓	✓	✓	✓
2.2	Advocate to the Public Transport Authority and the Water Corporation for Route 15 to be rerouted around the perimeter of the Town Centre.	I&E/S&D		✓	✓	✓	✓
2.3	Prepare a plan to improve the pedestrian and cyclist environment crossing Loftus Street.	I&E	S&D		✓	✓	
2.4	Collaborate with the Town of Cambridge and Main Roads to plan upgrades to the Lake Monger connection.	I&E/S&D	C&B			✓	✓
2.5	Plan improvements to the Oxford Street cycling environment to support extending the 30km/h speed zone north of Vincent Street.	I&E	S&D			✓	✓
2.6	Plan improvements to Vincent Street.	I&E	S&D		✓	✓	
2.7	Develop a Wayfinding Strategy.	S&D	I&E/LC	✓			
2.8	Investigate the feasibility and impact of designated pick up points for on-demand transport and delivery partners.	S&D	I&E		✓	✓	
PRIORITY AREA 3: CONNECTED COMMUNITY							
3.1	Seek opportunities to collaborate with YMCAHQ, Foyer Oxford, and TAFE to activate the Town Centre.	C&B	S&D	✓	✓	✓	✓
3.2	Manage the Town Team Grant program.	S&D	C&B/I&E	✓	✓	✓	✓

Community & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO)

LEEDERVILLE TOWN CENTRE PLACE PLAN IMPLEMENTATION FRAMEWORK							
KEY ACTION / PROJECT	RESPONSIBLE TEAM	SUPPORT TEAM	TIMING				
			21/22	22/23	23/24	24/25	
PRIORITY AREA 4: THRIVING PLACES							
4.1	Support Leederville Connect to investigate locations for event furniture and fixtures storage space in the Town Centre.	S&D/LC	CEO	✓	✓		
4.2	Plan festoon lighting in Leederville Village Square.	I&E	S&D		✓	✓	
4.3	Identify locations for power points in Leederville Village Square.	I&E	S&C/LC		✓	✓	
4.4	Undertake a lighting audit to identify opportunities for lighting improvements.	S&D	I&E	✓	✓		
4.5	Plan design solutions to deter parking in the Leederville Village Square median.	S&D	I&E	✓	✓		
4.6	Undertake a streetscape audit to identify opportunities for streetscape improvements.	S&D	I&E/LC	✓			
4.7	Undertake an urban design study for the Avenue Car Park Laneway to achieve more greening and connectivity.	S&D	I&E			✓	✓
4.8	Negotiate the formalisation of the main drain pedestrian corridor with the Water Corporation for implementation in appropriate stages.	S&D	CEO	✓	✓	✓	✓
4.9	Collaborate with developers to deliver laneway beautification elements such as paving, lighting and visual art, as well as naming the laneway, in consultation with the community and Landgate.	S&D/I&E		✓			
4.10	A) Request the Minister of Lands acquire the right of way linking Oxford Street to the strata lots at 663 Newcastle Street	CEO	S&D	✓			
	B) Collaborate with the strata to plan improvements to the right of way.	S&D	I&E/LC	✓	✓	✓	✓
PRIORITY AREA 5: SENSITIVE DESIGN							
5.1	Prepare a Precinct Structure Plan in collaboration with Leederville Connect.	S&D	LC	✓			
5.2	Advocate to Main Roads WA for unique noise walls between the Mitchell Freeway and the Town Centre.	I&E	S&D/LC	✓	✓	✓	✓
5.3	Develop a streetscape style guide.	S&D	I&E/LC		✓	✓	
PRIORITY AREA 6: INNOVATIVE & ACCOUNTABLE							
6.1	Undertake community consultation to review the use of Leederville Village Square and inform the future of the space.	S&D	C&B	✓	✓		
6.2	Install LED street lights along Oxford Street.	I&E		✓			
6.3	Plan public toilet improvements.	I&E	S&D		✓	✓	
6.4	Develop a smoke-free town centres project with involvement from the community, health partners, and local businesses.	S&D			✓	✓	

Community & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO)



CITY OF VINCENT

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CITY OF VINCENT

LOCAL PLANNING SCHEME NO. 2

Amendment No. 7

Standard amendment to amend the 'Table – Zone objectives' to include 'Centre' zone and to reclassify the land subject to the Leederville Activity Centre from 'Regional Centre', 'Public Purpose', 'Parks and Recreation' and 'Residential' to 'Centre'.



FORM 2A

Planning and Development Act 2005

RESOLUTION TO PREPARE AMENDMENT TO LOCAL PLANNING SCHEME

CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2
AMENDMENT NO. 7

RESOLVED that the local government pursuant to section 75 of the *Planning and Development Act 2005* (as amended), amend the above Local Planning Scheme to:

1. Amend 'Table – Zone objectives' in Part 3 to include 'Centre' zone with the following objectives:

Zone name	Objectives
Centre	<ul style="list-style-type: none"> • To designate land for future development as a town centre or activity centre. • To provide a basis for future detailed planning in accordance with the structure planning provisions of this Scheme or the Activity Centres State Planning Policy.

2. Reclassify the portion of land bounded by Bourke Street, Loftus Street and the Mitchell Freeway from 'Regional Centre', 'Public Purpose', 'Mixed Use', and 'Residential' to 'Centre';
3. Amend the Scheme Map to reflect 'Centre' zone for the land referred to as the Leederville Activity Centre;
4. Remove 'Public Purposes – Technical School' from part of Lot 511 (No. 43 Richmond Street, Leederville) and 'Public Open Space' from part of Lot 500 (No. 244-246 Vincent Street, Leederville);
5. Remove 'Regional Centre' zone from the Scheme Map legend;
6. Include 'Centre' zone in the Scheme Map legend represented by the colour R:148 G:248 B:250.

The amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- The amendment relates to a zone that is consistent with the objectives of the Scheme;
- The amendment would have minimal impact on the surrounding area as the rezoning and reclassification of land would not alter the existing built form requirements on the subject sites;
- The amendment would not alter the Urban zoning under the Metropolitan Region Scheme;
- The amendment would not result in any significant environmental, social, economic or governance impacts; and
- The amendment is not considered to be a basic or complex amendment, as defined within the regulations.



CITY OF VINCENT

Modifications 2 to 4 (inclusive) – Scheme Map

Modification 5 and 6 – Map Legend

Existing:



Proposed:



- = Amendment area
- = Proposed removed reserves

Dated this day of 2021

CHIEF EXECUTIVE OFFICER

CITY OF VINCENT LOCAL PLANNING SCHEME NO. 2 SCHEME MAP 5 - MT HAWTHORN	
LEGEND	
METROPOLITAN REGION SCHEME RESERVES	
<small>Note: The Western Australian Planning Commission care of the Department of Planning should be consulted for full information on the actual land requirements for all Metropolitan Region Scheme Reserves.</small>	
	PARKS AND RECREATION
R	Restricted Public Access
	PRIMARY REGIONAL ROADS RESERVATION
	OTHER REGIONAL ROADS RESERVATION
	RAILWAYS
	PUBLIC PURPOSES
<small>Particular use denoted as follows:</small>	
H	Hospital
HS	High School
TS	Technical School
CP	Car Park
U	University
CG	Commonwealth Government
SU	Special Use
WSC	Water Authority of Western Australia
P	Prison
CITY OF VINCENT LOCAL SCHEME RESERVES	
	PUBLIC OPEN SPACE
R	Restricted
	PUBLIC PURPOSES
<small>Particular use denoted as follows:</small>	
PS	Primary School
CP	Car Park
CU	Civic Uses
HS	High School
I	Institute for the Deaf
W	Water Supply Sewerage and Drainage
TS	Technical School
CITY OF VINCENT SCHEME ZONES	
	RESIDENTIAL
	MIXED USE
	COMMERCIAL
	CENTRE
	LOCAL CENTRE
	DISTRICT CENTRE
	REGIONAL CENTRE
	SPECIAL USE
<small>Particular use denoted as follows:</small>	
CP	Car Park
CU	Community Use
FC	Function Centre
HC	Hall and Non Residential Club
H	Hotel
PW	Place of Worship
S	Service Station
	ADDITIONAL USE
ADDITIONAL INFORMATION & RESIDENTIAL PLANNING CODES	
	CODE AREA BOUNDARY
	SCHEME AREA BOUNDARY
	DENSITY CODE



CITY OF VINCENT

LOCAL PLANNING SCHEME NO. 2

Amendment No. 7

COUNCIL RECOMMENDED/SUBMITTED FOR APPROVAL

Supported for submission to the Minister for Planning for approval by resolution of the City of Vincent at the Ordinary Meeting of the Council held on the _____ and the Common Seal of the City of Vincent was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....
MAYOR

.....
CHIEF EXECUTIVE OFFICER

WAPC RECOMMENDED/SUBMITTED FOR APPROVAL

.....
DELEGATED UNDER S.16 OF
THE *PLANNING AND DEVELOPMENT ACT 2005*

DATE.....

APPROVAL GRANTED

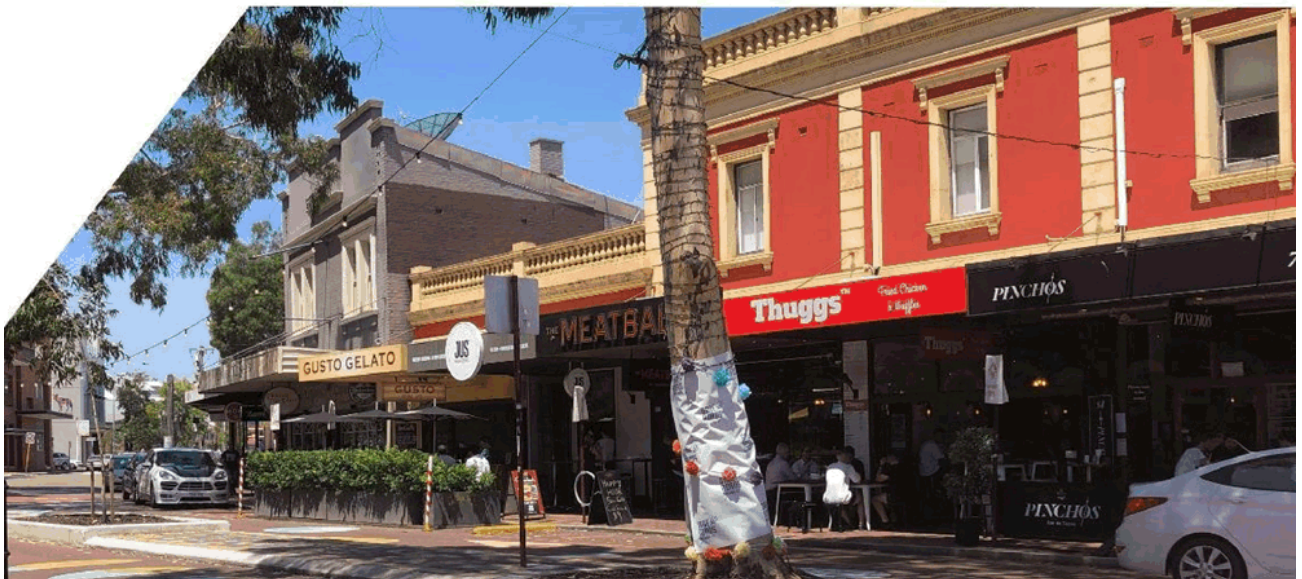
.....
MINISTER FOR PLANNING
S.87 OF THE *PLANNING AND DEVELOPMENT ACT 2005*

DATE.....

Design Leederville

Precinct Structure Plan
Place Plan

Stakeholder Engagement Plan
2021



STAKEHOLDER ENGAGEMENT PLAN - PROMOTIONS

The following communications will be used as engagement tools:

- Project branding
- Social media
- FAQs
- Imagine Vincent Engagement Pages
- Website text
- Information sheet to be distributed as a flyer and available on request
- Advertising content to be placed in local newspaper • Targeted letters and emails

INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION (IAP2)

The below image conveys IAP2's spectrum of public participation which is used internationally in engagement plans. The three projects reach the 'Involve' section of the spectrum.

The Design Leederville campaign sought to work directly with the public through:

- Key stakeholder engagement;
- Online engagement through Imagine Vincent;
- Invitations to meet the project team at the local town team events;
- Workshops to understand the concerns and aspirations of the community;
- Workshopping with the local town team to understand and consider concerns and aspirations.

IAP2 Spectrum of Public Participation

IAP2's Spectrum of Public Participation was designed to assist with the selection of the level of participation that defines the public's role in any public participation process. The Spectrum is used internationally, and it is found in public participation plans around the world.

INCREASING IMPACT ON THE DECISION

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PUBLIC PARTICIPATION GOAL	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision making in the hands of the public.
PROMISE TO THE PUBLIC	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.	We will implement what you decide.

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PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015

Formal advertising of the Precinct Structure Plan is to be as per Schedule 2, Part 4, Clause 18 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

PROJECT BRANDING

All information materials will follow the City of Vincent’s Visual Identity Style Guide, including the appropriate use of templates and logos.

The project will be formally known as the ‘Design Leederville’. Design Leederville will inform the development of the Leederville Precinct Structure Plan and the Leederville Place Plan.

In order to create a unique, identifying catchphrase for the project, we propose to use the hashtag #designleederville. This hashtag captures the journey we are taking with the community and stakeholders to collaboratively design Leederville for the future.

We propose to continue to incorporate the six priorities of Imagine Vincent throughout the engagement process and will aim to answer the question - *how can we design Leederville to deliver the 6 priorities of Imagine Vincent?* These priorities are:

- Enhanced environment;
- Accessible City;
- Connected Community;
- Thriving Places;
- Sensitive Design; and
- Innovation and Accountability

					
Enhanced Environment	Accessible City	Connected Community	Thriving Places	Sensitive Design	Innovative & Accountable
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.	We want to be a leader in making it safe, easy, environmentally friendly and enjoyable to get around Vincent.	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.	Our vibrant places and spaces are integral to our identity, economy and appeal. We want to create, enhance and promote great places and spaces for everyone to enjoy.	Design that ‘fits in’ to our neighbourhoods is important to us. We want to see unique, high quality developments that respect our character and identity and respond to specific local circumstances.	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.

Imagine Vincent: Strategic Community Plan 2018-2028 Priorities

The visuals associated with the 6 priorities of Imagine Vincent were incorporated into the workshop activities of the initial visioning process of ‘Design Leederville’ to organize conversation according to those themes.

STAKEHOLDER ANALYSIS

Stakeholders are defined as those individuals, organisations and agencies that may have an influence on, may be affected by, or may perceive to be affected by, a proposed activity.

A preliminary stakeholder analysis has been undertaken to bring structure and rigour to the communication and engagement process. An understanding of key stakeholders and potential issues enables a more proactive approach to consultation and engagement through:

- Anticipating possible stakeholder involvement in terms of interest and influence
 - Developing tailored and relevant engagement and communications
 - Preparing for identified and emerging issues
- All stakeholders in Leederville Town Centre will be invited to participate in engagement activities. Key stakeholder groups include:
- Residents, landowners and businesses – this group are the owners of Leederville Town Centre, and are personally invested in the future of the place.
 - City of Vincent (elected members) – this group are an important conduit between the community and the administrative functions of the City. As elected members, this group represent local community stakeholders, and make decisions on their behalf. Council are the decision makers at the local government level, and will directly endorse the activity centre plan on the basis of community and stakeholder engagement and feedback.
 - City of Vincent (advisory groups) – this group provide a connection between the community and the City of Vincent, focussed on key issues upon which they provide advice and community opinion to the City.
 - Community and advocacy groups – this group are representatives of key community interests, and provide an excellent communication link into the broader community.
 - City of Vincent (administration) – this group includes the administrative functions of the City. Administrative staff are occupiers of Leederville Town Centre, and also responsible for delivering projects, infrastructure and policy within the study area.
 - Government agencies – this group reflects the state government agencies with a role in policy implementation or infrastructure provision within Leederville Town Centre at the state government level. This group will set many state government policy parameters that will shape the form of the activity centre plan. This group includes the Western Australian Planning Commission, the ultimate approver of the activity centre plan.
 - Adjoining local government areas – the neighbours of the activity centre plan will have interest, particularly on elements that crossover into their jurisdiction.
 - Media – the media will have an interest in the project, and will be a key tool in promoting the key messages and opportunity for engagement.

Stakeholders have been mapped, based on their (current) interest in the project and their level of influence, as outlined (Figure 3).



Figure 3 Stakeholder Mapping

The “Stakeholder, Analysis Matrix” (Table 2) recognises potential internal and external stakeholders for the activity centre plan.

It is not an exhaustive list but one that will be analysed during consultation with City of Vincent and other key stakeholders for its completeness.

The suggested level of engagement for each stakeholder has been anticipated and may be subject to change.

Table 2 Stakeholder Analysis Matrix

Stakeholder	Cohort	Level of Interest	Stakeholder Classification
City of Vincent	Elected members	To be kept informed and provide specialist input as required	Key Players
	Executive Management Team	To be kept informed and provide specialist input as required	Key Players
	Staff – Town Planning Community Development Other	To be kept informed, provide specialist information and share information building on existing reputation and community goodwill	Key Players
	Advisory Groups of Council.	To be kept informed as well as provide specialist information and share information.	Key Players
Government Agencies	-Department Education	To be kept informed as well as provide specialist information and feedback.	Keep Informed
	-Environmental Protection Authority		Keep Informed
	-Department of Fire and Emergency Services	Potential opportunities for future collaboration	Keep Informed
	-Department of Local Government, Sport and Cultural Industries		Keep Satisfied
	-Main Roads Western Australia		Keep Informed
	-Department of Planning, Lands and Heritage		Keep Informed
-Public Transport Authority		Keep Informed	
-Department of Transport		Keep Informed	
-Waste Authority		Keep Satisfied	
-Department of Water and Environmental Regulation		Keep Informed	
-Water Corporation	Keep Satisfied		

Residents, landowners and businesses	Developers Individual property owners Residents Local business owners	To be kept informed and provide input /feedback Reinforcing goodwill earned by CoV during previous engagements	Key Players
Community and Advocacy Groups	Leederville Connect	To be kept informed and provide (specialist) input /feedback	Key Players
	Ratepayers Associations	To be kept informed and provide input /feedback	Keep Satisfied
	Other community groups/associations	To be kept informed and provide input /feedback	Keep Informed
	Disability Community	To be kept informed and provide (specialist) input as required	Keep Satisfied
	Local Aboriginal Groups CaLD Multicultural groups that represent local community demographics	Potential cultural heritage impacts To be kept informed and provide (specialist) input /feedback	Keep Satisfied
	Retirement facilities Chamber of Commerce and Industry	To be kept informed and provide input /feedback To be kept informed as well as provide specialist information and share information. Reinforcing goodwill earned by CoV during previous engagements	Keep Informed Keep Satisfied
Adjoining LGAs	City of Bayswater Town of Cambridge City of Perth City of Stirling	To be kept informed and provide input /feedback	Keep Informed
Media Outlets	Local media – TV Community Radio Community Newspapers Community run sites - Facebook / Twitter / Instagram / Snapchat	To be kept informed and raise awareness of strategic vision and aspirations for the activity centre plan	Keep Informed

City of Vincent Social Media	Facebook / Twitter / Instagram / Snapchat	Raise awareness of Vision for City of Vincent activities including Activity Centre Plan for the Leederville Town Centre – (announcements; general information and advertising e.g. meeting invitations etc)	Keep Satisfied
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STAKEHOLDER ENGAGEMENT PRIOR TO FORMAL CONSULTATION PERIOD

Design Leederville 2019:

Late 2019 we asked the community for their ideas for the future of Leederville, and how Leederville can be planned and designed to deliver on the priorities identified through Imagine Vincent, being enhanced environment, accessible city, connected community; thriving places, sensitive design; and innovation and accountability. The community told us what it is that makes Leederville, Leederville! From the positive to the negative and the opportunities that exist.

These ideas contributed to the vision for Leederville which has resulted in the:

- Draft Precinct Structure Plan; and
- Draft Place Plan.

Reconciliation Action Plan Working Group (RAPWG):

The projects will be presented to the RAPWG for their feedback and to inform the upcoming community consultation period. The City will also seek formal comment on each plan during the consultation period.

Leederville Connect:

Leederville Connect has been integral to the project and community consultation. The City will engage with them prior to the consultation period to understand their thoughts on each project and the proposed formal consultation.

ENGAGEMENT TOOLS AND FORMAL CONSULTATION PERIOD



An Imagine Vincent (Engagement HQ) page branded 'Design Leederville' will include:

- An overview of the Precinct Structure Plan and Place Plan projects;
- How people may have their say;
- Mapping tools to make comments on particular locations in Leederville;
- The draft documents;
- Detailing opportunities to meet with the project team and ask questions in Leederville;
- FAQ's;
- Detail of the next steps including presentation of the comments received to Council; and
- Who to contact for more information.

Advertising will also include:

- Social media posts;
- Targeted letters (post cards) and emails;
- Newspaper advertisement; and

- Advertising in the City's customer service areas.

The additional advertising is intended to direct people to the Imagine Vincent page for more information and to make a comment.

In accordance with Schedule 2, Part 4, Clause 18 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the advertising period is to be 42 days. Following Council's endorsement of the draft Precinct Structure Plan and draft Place Plan for advertising, the consultation period may commence in May or June for a period of 42 days from the date it is first published in the local newspaper. An opportunity to meet with project team will be provided early in the consultation period followed by a question and answer session later in the consultation period.

5.4 DRAFT BEAUFORT STREET TOWN CENTRE PLACE PLAN

Attachments: 1. **Draft Beaufort Street Town Centre Place Plan** [↓](#) 

RECOMMENDATION:**That Council:**

1. **ENDORSES** the Draft Volume 5: Beaufort Street Town Centre Place Plan for the purpose of advertising in accordance with the City's Policy No. 4.1.5 – Community Consultation; and
2. **NOTES** that the outcomes of advertising and Draft Volume 5: Beaufort Street Town Centre Place Plan will be presented to Council for endorsement following the 42 day advertising period.

PURPOSE OF REPORT:

To consider endorsing the draft Volume 5: Beaufort Street Town Centre Place Plan (BSTCPP) for advertising.

BACKGROUND:

On 23 August 2016 (Item 9.1.5) at its Ordinary Meeting of Council, Council endorsed Administration's approach to Place Management and the preparation of a Town Centre Place Plan for each of the City's five town centres.

Volume 1: Vincent Town Centres Place Plan (VTCPP) and Volume 2: North Perth Town Centre Plan (NPTCPP) were adopted in April 2018 and Volume 3: Mount Hawthorn Town Centre Place Plan (MHTCPP) was adopted September 2019.

A draft version of the BSTCPP was prepared in mid 2020 and the draft actions and initiatives were workshopped with the local town team, the Beaufort Street Network, on 11 July 2020. Based on feedback, the document was further refined and provided to the Beaufort Street Network on 13 November 2020 for additional comment. Following receipt of comments and further refinement, a revised version of the BSTCPP has been prepared and is included as **Attachment 1**.

DETAILS:

BSTCPP has been prepared to guide the City's allocation of funding and resources in the Beaufort Street Town Centre.

BSTCPP captures and builds upon the City's existing strategies and plans and those developed by the local town team, the Beaufort Street Network. The Beaufort Street Network's Brighter Beaufort Action Plan is a strategic action plan designed to proactively shape Beaufort Street's future direction and identity. The Brighter Beaufort Action Plan was developed in consultation with the local community and has directly informed the development of the BSTCPP.

To inform the development of the BSTCPP, Administration has completed an analysis of the Beaufort Street Town Centre in relation to the following informing strategies and plans:

- [Brighter Beaufort Action Plan 2019](#);
- Greening Plan 2018-2023;
- Sustainable Environment Strategy 2019-2024;
- Safer Vincent 2019-2022;
- Disability Access and Inclusion Plan 2017-2022;
- Reconciliation Action Plan | Innovate 2019-2021;
- Public Open Space Strategy 2018;
- Economic Development Strategy 2011-2016;
- Youth Action Plan 2020-2022;

- Public Health Plan 2020-2025;
- Arts Development Action Plan 2018-2020;
- Draft Accessible City Strategy 2020-2030; and
- Draft Asset Management and Sustainability Strategy.

The BSTCPP has been structured to align with the priorities set out in the City's Strategic Community Plan 2018-2028. This structure is reflected in the draft Volume 4: Leederville Town Centre Place Plan (LTCPP) and will be adopted for the draft Volume 07: Pickle District Place Plan.

BSTCPP outlines the scheduled work proposed to be undertaken in the Beaufort Street Town Centre over a four year period. If endorsed, the BSTCPP would enable the City to better manage service delivery and resources to support the Beaufort Street Town Centre now and into the future.

CONSULTATION/ADVERTISING:

If endorsed for the purpose of advertising, BSTCPP would be advertised for a period of 42 days by way of local public notice, display at the City of Vincent Library, letters to town centre businesses and the Beaufort Street Network, and publication on the City's website and social media platforms.

LEGAL/POLICY:

The Integrated Planning and Reporting Framework outlined by the *Local Government (Administration) Regulations 1996* requires the City to adopt a Strategic Community Plan and a Corporate Business Plan (CBP) to be supported by the Annual Budget and a range of informing strategies. The BSTCPP is outlined as a project in the City's CBP.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to endorse the BSTCPP for the purpose of advertising.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our urban forest/canopy is maintained and increased.

Accessible City

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

Connected Community

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

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

We recognise, engage and partner with the Whadjuk Noongar people and culture.

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

Thriving Places

We are recognised as a City that supports local and small business.

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

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

Our physical assets are efficiently and effectively managed and maintained.

Sensitive Design

Our built form character and heritage is protected and enhanced.

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

Urban Greening and Biodiversity

Sustainable Transport

Waste Reduction

PUBLIC HEALTH IMPLICATIONS:

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

Increased mental health and wellbeing

Increased physical activity

FINANCIAL/BUDGET IMPLICATIONS:

The cost of advertising will be met through the City's existing operational budget.

The implementation of actions within the BSTCPP would be supported through allocations within current and future City operating and project budgets as follows:

Actions to be implemented through existing operating budgets or existing project budgets: 2.1, 2.2, 2.3, 2.5, 2.6, 2.7, 3.2, 4.2, 5.1, 6.1, 6.4	
Actions that have requested budget for 21/22:	
1.1 – Mary Street Piazza Festoon Light Improvements	\$20,000
2.4 - Trial Pedestrian Streets	\$10,000
3.1 – Containers for Change Trial	\$3,000
4.1 – Streetscape Audit	\$10,000
4.3 – Mural Maintenance and Renewal	\$5,000
6.2 – Beaufort Street Art Deco Median Lighting Pole Replacement and LED Lighting	\$220,000
Actions that may require additional budget from 22/23 onwards: 4.3, 6.3	

COMMENTS:

BSTCPP aligns the City's activities and services with a clear plan for the area that is informed by the community. The ongoing review of the document would ensure that the City's service delivery in town centres keeps pace with emerging trends and community aspirations and ensures that the Beaufort Street Town Centre continues to thrive as a place for people to live, work and visit.

The City will continue to work closely with the Beaufort Street Network to support the continued improvement of the Brighter Beaufort Action Plan, which would continue to inform the evolution of the BSTCPP.



CITY OF VINCENT

BEAUFORT STREET TOWN CENTRE

PLACE PLAN

VOLUME 05





2 | CITY OF VINCENT

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DATE	DETAILS	STATUS
31/03/21	Beaufort Street Town Centre Place Plan	Draft

00 INTRODUCTION

The City of Vincent (City) Town Centre Place Plans series has been developed as a set of ‘place based’ strategic action plans to guide the allocation of funding and resources in the City’s town centres. The Place Plans direct the City’s service units to deliver a range of place-based initiatives and enable the City to effectively support and coordinate change.

Beaufort Street Town Centre Place Plan (Place Plan) is Volume 05 in the Town Centre Place Plan series and will guide the implementation of all major initiatives in the Beaufort Street Town Centre (Town Centre).

The Town Centre is situated largely in the City of Vincent with the portion north of Walcott Street located in the City of Stirling. Although a primary arterial route connecting Inglewood, Mount Lawley, Highgate, and extending through to Perth, Beaufort Street is home to some of Perth’s most eclectic restaurants, bars and shops.

BEAUFORT STREET SNAPSHOT

Historic

Beaufort Street forms part of Boorloo – Noongar land belonging to the Whadjuk people of the Noongar nation.

Prior to European settlement, camps and ceremonial grounds were associated with Stone’s Lake which is now drained and where the southern end of the Town Centre is sited.

Post European settlement, under the 1871 Municipal Institutions Act, the City of Perth was established with the northern boundary being Walcott Street. This northern extent would later become the City of Vincent in 1995.

Beaufort Street was named in 1838 after the Duke of Beaufort, who was the Secretary of State for the Colonies in the early 1830s. Construction in the Town Centre first began in 1889, with the first house being a small cottage on the corner of Barlee and Beaufort Streets.

In 1915 businesses between Bulwer and Walcott streets included 5 confectioners, 4 butchers, 4 bootmakers, 3 laundries, 2 grocers, 2 greengrocers, 2 hairdressers, 2 drapers, 2 chemists, 2 dressmakers, a milliner, a tailor, a bicycle shop, a fuel merchant, a produce merchant, a Chinese market garden, a pastry cook, a wood dealer, a plumber, a newsagent

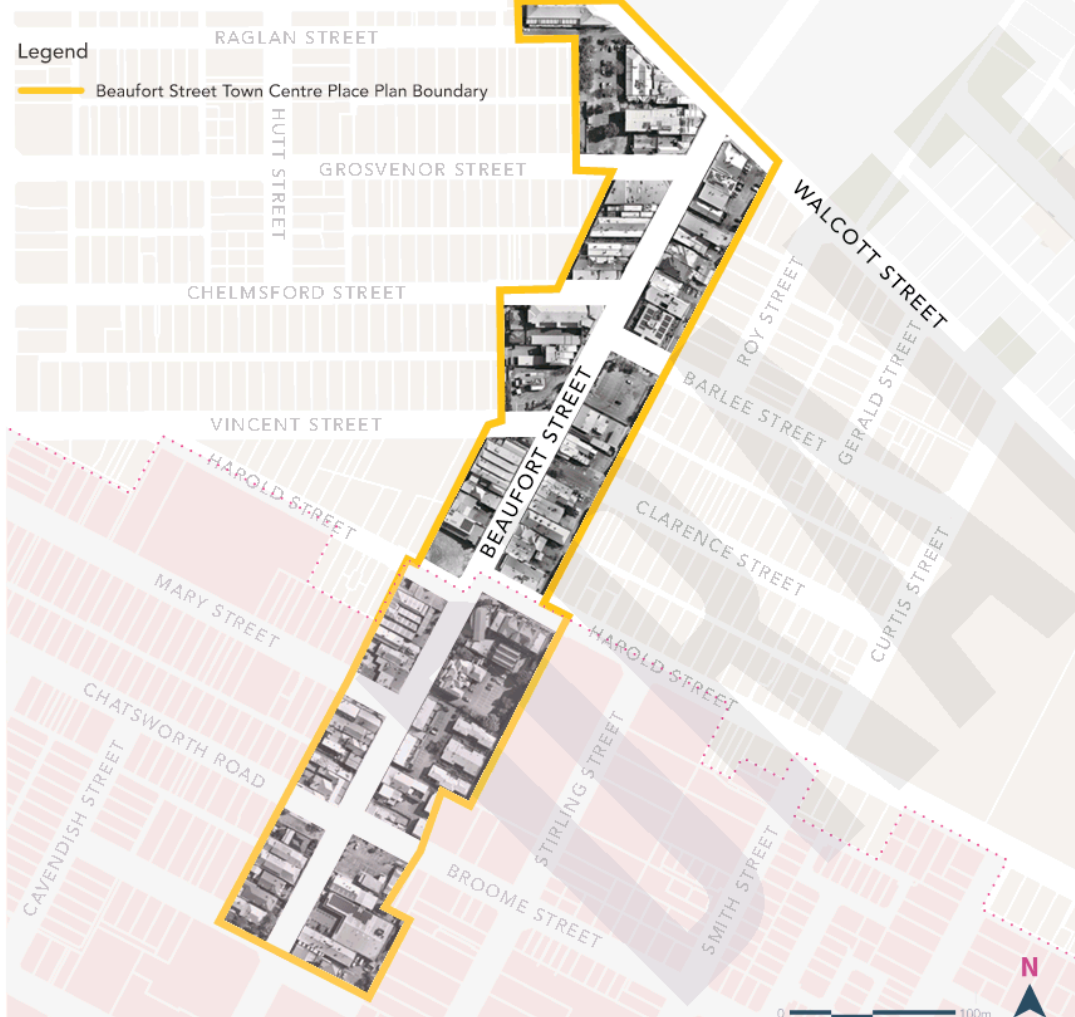
with post office, a fancy goods and library, a blinds manufacturer, a French polisher, a wine merchant, a wine saloon and the Queens Hotel.

The street’s rich heritage remains prominent and can be easily identified through buildings such as the Queens Hotel and Alexander Buildings.

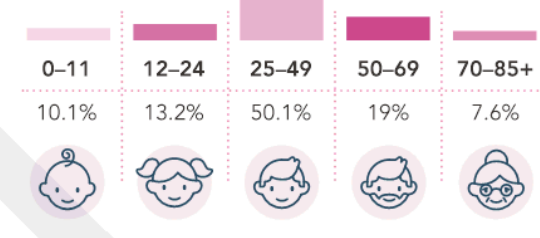
The Town Centre is primarily centred upon Beaufort Street extending from St Albans Avenue, Highgate to Queens Crescent, Mount Lawley. The Town Centre is largely situated in the City of Vincent, with the northern portion located in the City of Stirling, and Walcott Street being the boundary between the two local government areas.



BEAUFORT TOWN CENTRE BOUNDARY MAP



SNAPSHOT
Community



Mount Lawley/Highgate households have a slightly higher proportion of high income households (more than \$2500/wk) at **27.8%** compared to **24.8% in Greater Perth**.

Mount Lawley population is **3,343** and Highgate population is **2,543**, combined **5,886**.

Transport

9.6% of Mount Lawley / Highgate residents do not own a car compared to **4.7% in Greater Perth**.

19.4% of residents travel to work on train or bus compared to **10.2% in Greater Perth**.

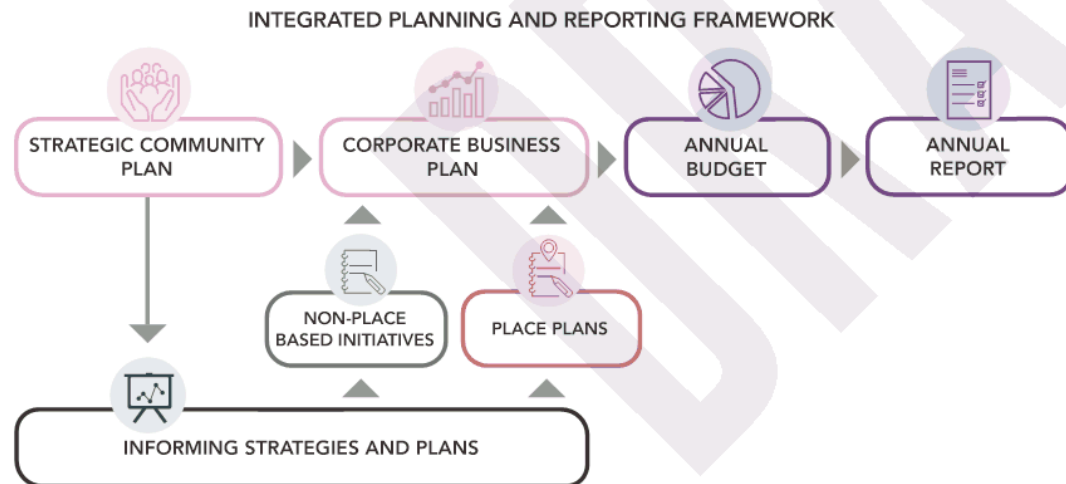
11.7% of residents commute using active modes compared to **3.1% in Greater Perth**.

PLACE PLAN PURPOSE

The Place Plan outlines the place-based initiatives and resources the City has specifically committed to the Town Centre.

The boundary of the Town Centre (refer **Beaufort Street Town Centre Boundary Map**) extends south beyond the City of Vincent’s Town Planning Scheme No. 2 District Centre Scheme Zone, to incorporate the commercial offerings along Beaufort Street from Vincent Street to St Albans Avenue.

The Integrated Planning and Reporting Framework outlined by the *Local Government (Administration) Regulations 1996* requires the City to adopt a Strategic Community Plan and a Corporate Business Plan. The Place Plan provides a filter for the place based initiatives within the City’s suite of informing strategies and plans, and directly informs the Corporate Business Plan. The role of the Place Plan within the City of Vincent Integrated Planning and Reporting Framework is illustrated below.



BEAUFORT STREET TOWN CENTRE PLACE PLAN | 5



BEAUFORT STREET NETWORK

Each of the City of Vincent town centres has a town team. The town teams are independently formed and incorporated bodies that aim to make their respective Town Centres the best places they can possibly be. The town teams are not an affiliate of the City, but do receive funding for community driven initiatives. The town teams are made up of a diverse range of members that include business owners, land owners, local residents and town centre visitors. Each town team member brings a different set of skills, interests, and life experiences to the table and these collectively shape the direction, composition, and identity of the six town teams.

The town teams and the City enjoy a symbiotic relationship. The City engages directly with each town team on a variety of issues that are specific to their respective town centres and the town teams are able to effectively communicate issues, solutions, and ideas to the City through their strategic action plans. The City works collaboratively with the town teams to deliver locally based activations and events, physical improvements, and economic and community development initiatives.

Beaufort Street Network (BSN) is the town team operating in the Town Centre. BSN's Brighter Beaufort Action Plan sets out a vision, key focus areas and a robust framework to proactively shape Beaufort Street's future direction and identity.

PLACE PLAN PROCESS

The Place Plan enables the range of initiatives identified in the City's suite of informing strategies and plans, and Beaufort Street Network's Action Plan, to be filtered, prioritised and resourced appropriately.

Some of the City's informing strategies and plans provide high level guidance for the direction and type of initiatives the City should be undertaking, while others provide specific actions.

The Place Plans provide a place based filter and cross-directorate lens on these strategies and plans to enable a robust, planned, and integrated approach to project identification and delivery.

Prior to being confirmed as a new action in the Place Plan, proposed initiatives and projects are cross checked against the vision and priorities set in the Strategic Community Plan and the following three sources:

- A. Local needs and wants (City strategies and plans and town team action plans);
- B. Best practice; and
- C. Data (collected through the implementation of the Town Centre Performance Measurement Strategy).

The process in which Place Plan actions are filtered is illustrated in the adjacent diagram.



The Place Plan outlines the implementation schedule for all of the actions to be undertaken in the Town Centre. These may include but are not limited to public realm upgrades, marketing initiatives, economic and community development projects, and policy and procedural improvements.

The Place Plan actions are organised into six sections which align with the six priorities of the Strategic Community Plan.

While the City remains responsible for planning and delivering the actions identified in the Place Plan, BSN is considered a key stakeholder and ongoing opportunities for BSN to be an active part of the project team will be provided.

The Place Plan is implemented, reviewed and updated annually. This allows the progress of actions to be reported on, including updating actions to reflect where they are in the action delivery cycle, and for newly identified actions to be included.

The Place Plan action delivery cycle is illustrated in the following diagram.




INFORMING STRATEGIES & PLANS


The City's Strategic Community Plan 2018 – 2028 identifies the community's vision and strategic priorities, as identified through the Imagine Vincent engagement campaign. The Place Plan actions are designed to respond to at least one priority, while many respond to multiple. Each action has been listed under the priority that is most applicable to the objectives of the action. The Place Plan is also informed by the following strategies and plans which have been developed through community engagement and previously adopted by Council.



GREENING PLAN 2018 – 2023
 Actions 2.5, 2.4, 4.1 and 6.4 have the opportunity to increase tree canopy, native plantings, and green the Town Centre.



SUSTAINABLE ENVIRONMENT STRATEGY 2019 – 2024
 Actions 1.1, 1.2, 2.1, 2.2, 2.3, 2.4, 3.1, 4.1 and 6.4 have the opportunity to support urban greening and biodiversity, and increased use of public and active transport modes.



SAFER VINCENT 2019 – 2022
 Actions 1.1, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 3.2, 4.2 and 6.1 have the opportunity to support safer spaces, community connection, and apply Crime Prevention through Environmental Design (CPTED) principles.



DISABILITY ACCESS AND INCLUSION PLAN 2017 – 2022
 Actions 2.2, 2.3, 2.4, 4.1 and 6.4 have the opportunity to improve equitable access to buildings and infrastructure.




RECONCILIATION ACTION PLAN | INNOVATE 2019 – 2021
 Actions 2.7, 4.3 and 6.4 have the opportunity to celebrate Noongar artwork, culture and language in public spaces.



PUBLIC OPEN SPACE STRATEGY
 Actions 1.1 and 6.4 have the opportunity to maximise the value of open spaces for the community through improved amenity, respond to the impacts of development and population growth, and improve access to and functionality of open space.



ECONOMIC DEVELOPMENT STRATEGY 2011 – 2016
 Each action in the Place Plan aims to support economic development in the Town Centre.



YOUTH ACTION PLAN 2020 – 2022
 Actions 1.1 has the opportunity to provide opportunities for young people to connect with each other and the broader community, and support our youth to be strong, healthy, safe and active.



PUBLIC HEALTH PLAN 2020 – 2025
 Each action in the Place Plan aims to support the Public Health Plan, specifically the social, built, and natural environment pillars.



ARTS DEVELOPMENT ACTION PLAN 2018 – 2020

Actions 4.2 and 4.3 have the opportunity to support the arts and creative economy in the Town Centre.



DRAFT ACCESSIBLE CITY STRATEGY 2020 – 2030

Actions 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 4.1, 4.2 and 6.3 have the opportunity to make getting around the Town Centre safe, easy, environmentally friendly, and enjoyable.



DRAFT ASSET MANAGEMENT AND SUSTAINABILITY STRATEGY

Each action in the Place Plan aims to support the Asset Management and Sustainability Strategy vision to plan and manage our resources and assets in an efficient and sustainable manner.

READING THIS DOCUMENT

All the projects and initiatives being undertaken in the Town Centre are listed as 'actions'. Each action is explained using the following three step process:



STEP 01 DIAGNOSIS

Diagnosing the issue or opportunity evident in the Town Centre. These may be identified in an informing strategy or plan, as an opportunity to achieve best practice or through the analysis of data..



STEP 02 ANALYSIS

Analysing the detail of the issue or opportunity to understand the best approach to solve the issue or seize the opportunity.



STEP 03 SOLUTION

Proposing a solution that solves the issue or seizes the opportunity.



ENHANCED ENVIRONMENT



ACCESSIBLE CITY



CONNECTED COMMUNITY



THRIVING PLACES



SENSITIVE DESIGN



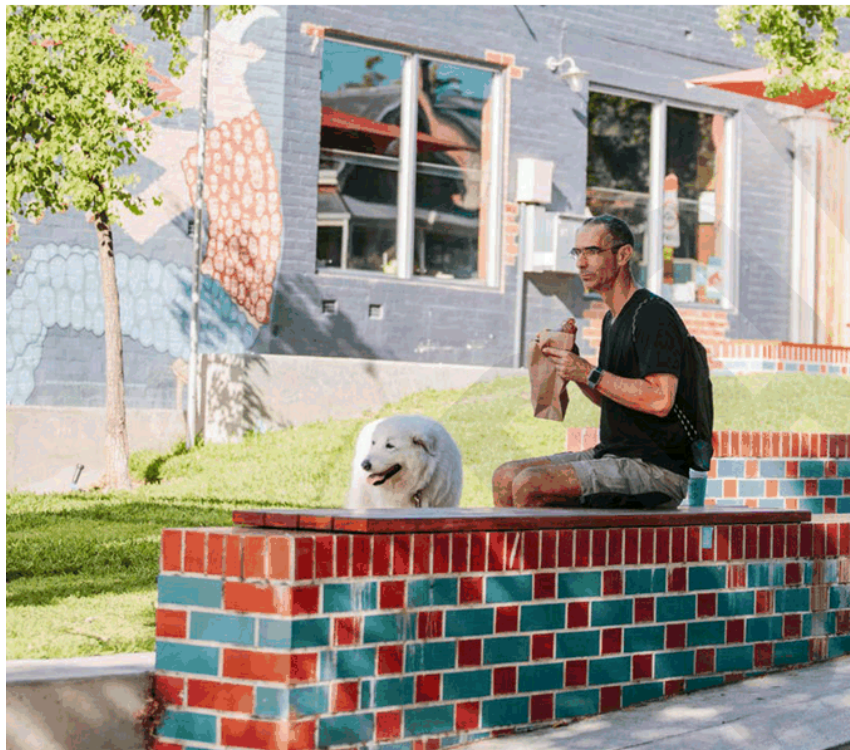
INNOVATIVE & ACCOUNTABLE

The Place Plan highlights the broad range of projects and initiatives the City is undertaking to support and improve the Town Centre.

The Implementation Framework sets out the actions, time frames and the responsible teams for the delivery of all of the identified actions.

01. ENHANCED ENVIRONMENT

Sets out the actions and projects which assist the City to make the best use of our natural resources for the benefit of current and future visitors, residents, and businesses of the Town Centre.



ACTION 1.1 MARY STREET PIAZZA

Diagnosis	Mary Street Piazza is not well lit and lacks vibrancy after dark.
Analysis	Mary Street Piazza is the only green space in the Town Centre, which includes trees, turf, seating, and a stage.
	The Piazza previously had a single strand of festoon lights that zigzagged across the space. The festoons were a necessary addition to the Piazza and provided much needed lighting in the evening. They were removed in early 2021 due to maintenance issues and are yet to be replaced.
	There is an opportunity to replace the festoon lighting, to increase the vibrancy and feel of the Piazza after sunset.
Solution	This supports Item 21 within the Brighter Beaufort Action Plan to bring the Town Centre to life after dark.
	Implement festoon lighting improvements in Mary Street Piazza.

ACTION 1.2 FAST-CHARGING ELECTRIC VEHICLE STATION

Diagnosis	There is an opportunity for the Town Centre to become part of the electric vehicle fast-charging network
Analysis	The City has been approached to nominate fast charging electric vehicle station locations, in town centres, as part of the expansion of the electric vehicle fast-charging network.
	The proximity of the northern Town Centre car parks to Beaufort Street, Walcott Street, late night supermarkets and lighting makes it an appealing electric vehicle charging location.
Solution	Support the potential installation of a fast-charging electric vehicle station in the Beaufort Street Town Centre.

02. ACCESSIBLE CITY

Sets out the actions and projects which enhance connectivity, improve the use of public transport, deliver parking efficiencies, and create a more pedestrian and cycle friendly Town Centre.

ACTION 2.1 CYCLE NETWORK IMPROVEMENTS

Diagnosis	The Town Centre does not have a dedicated path for cyclists. This often creates conflict between pedestrians, cyclists, and vehicles.
Analysis	<p>Beaufort Street has been identified as a local route in the draft Long Term Cycling Network from Bulwer Street to Queens Crescent in City of Stirling.</p> <p>As Beaufort Street is currently not a suitable road to be shared by vehicles and bicycles due to the clearway, volume and speed of traffic, bicycles often share the footpath with pedestrians. This impacts the safety and amenity for both cyclists and pedestrians.</p> <p>There is an opportunity to plan improvements in the Town Centre to improve the safety and amenity for pedestrians and cyclists along Beaufort Street. There is also opportunity to improve the connection to William Street (primary route) & Hyde Park via Mary Street (local route), and/or to improve the access to Smith Street (secondary route) via Broome Street (local route).</p>
Solution	Plan improvements to Long Term Cycling Network.

ACTION 2.2 IMPROVED PEDESTRIAN ENVIRONMENT

Diagnosis	The volume of vehicle traffic and frequency of Public Transport Authority (PTA) buses along Beaufort Street does not support an enjoyable pedestrian environment.
Analysis	<p>Beaufort Street is currently four lanes, including a bus priority lane in each direction. The frequency and proximity of the buses to the footpath generates significant noise and negatively impacts people using the footpath and alfresco areas in the Town Centre.</p> <p>Engagement on the City's draft Accessible City Strategy has recently been undertaken. There is an opportunity to examine the Beaufort Street specific feedback, to inform the development of potential improvements to the pedestrian environment.</p>
Solution	Plan improvements to the Beaufort Street pedestrian environment.

ACTION 2.3 PEDESTRIAN CROSSINGS

Diagnosis	Beaufort Street at times is difficult to cross, especially for those with differing abilities.
Analysis	<p>The Town Centre has a lot of vibrant nodes of activity, which often requires pedestrians to cross Beaufort Street at multiple points throughout the Town Centre.</p> <p>The only formalised crosswalks in the Town Centre are at the Beaufort and Walcott Street intersection. There is an opportunity through good urban design to reduce the dominance on cars in the Town Centre and improve the pedestrian's ability to cross Beaufort Street in strategic locations.</p> <p>Item 17 within the Brighter Beaufort Action Plan identifies the need to improve safety and quantity of pedestrian crossings.</p>
Solution	Investigate pedestrian crossing improvements on Beaufort Street.



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ACTION 2.4 TRIAL PEDESTRIAN STREETS

Diagnosis	The volume of traffic and high frequency bus routes on Beaufort Street makes it difficult to host events and gatherings. At the same time, there are a number of side streets off Beaufort Street within the Town Centre that carry significantly less traffic and have activated tenancies that would suit a more pedestrian oriented streetscape.
Analysis	There is an opportunity to investigate and trial the pedestrianisation of key activated streets, including Grosvenor Road and Barlee Street. Trials can be undertaken to close these streets to understand if these spaces are suitable for a more permanent transformation of implementing a shared space similar to Leederville Village Square.
Solution	Trial pedestrianisation of Grosvenor Road and Barlee Street.

ACTION 2.5 40 KM/H SPEED LIMIT ZONE

Diagnosis	The variable speed limit in the Town Centre does not support the night time economy.
Analysis	In 2009 Main Roads introduced a Variable Speed Limit zone on Beaufort Street between Lincoln Street and Walcott Street. Electronic signs display a 40km/h speed limit during peak pedestrian periods, Sunday-Thursday: 7:30am-10pm and Friday and Saturday: 7:30am-1am. Removal of the variable speed limit to formalise Beaufort Street from Lincoln Street to Queens Crescent as a 40km/h zone will further support the Town Centre, which has a night time economy that extends later than the current variable speed limit times to improve pedestrian safety at all hours.
Solution	Advocate to Main Roads to formalise 40km/h along Beaufort Street.

ACTION 2.6 ON-DEMAND TRANSPORT IMPROVEMENTS

Diagnosis	On-demand transport drop off and pick up points are becoming increasingly congested along Beaufort Street.
Analysis	<p>The Beaufort Street area is identified as a high demand location for on-demand transport during peak hour commute periods, as well as on Friday and Saturday evenings, and Saturday and Sunday mornings¹. There is currently only one designated on-demand transport drop off and pick up point adjacent the Queens Hotel. This has become increasingly congested as the use of on-demand services have increased, particularly during key times that also correlate with activated/busy times within the Town Centre.</p> <p>As the Town Centre continues to accommodate mixed-use development incorporating diverse uses of residential and hospitality offerings, the demand for on-demand transport will likely continue to increase. The limited availability of designated pick up and drop off points for on-demand transport vehicles, results in vehicles double parking while loading and unloading passengers, increasing congestion, and impacting the pedestrian amenity in the Town Centre.</p> <p>There is an opportunity to improve the designated on-demand pick up and drop off point adjacent the Queens Hotel on the eastern side of Beaufort Street, between Harold Street and Mary Street, while investigating the potential to incorporate another pick up and drop off point on the western side of Beaufort Street. Increasing the number of designated points and improving the design of those existing will minimise congestion during peak times and improve the Town Centre visitor experience.</p>
Solution	Improve the on-demand transport drop off and pick up point adjacent the Queens Hotel and investigate the potential to incorporate another on the western side of Beaufort Street.

1: <https://www.uber.com/en-AU/blog/perth/busy-spots-in-perth/>

ACTION 2.7 WAYFINDING STRATEGY

Diagnosis	Wayfinding in Vincent's town centres is cluttered, unclear and limited.
Analysis	<p>Wayfinding is a critical component to the legibility and walkability of a place. Wayfinding can help determine how people decide to move through spaces. The decisions people make when moving through places are guided by architecture, urban design, landmarks and views.</p> <p>Wayfinding in Vincent's Town Centres has significant room for improvement. An over proliferation of signage and styles compete for attention and can result in confusion. Moreover, the previous Wayfinding Signage Strategy (2012) has an emphasis on vehicles and car parking.</p> <p>A Wayfinding Strategy should be prepared to:</p> <ul style="list-style-type: none"> • Create a comprehensive, clear and consistent visual communication system with concise messaging; • Only include the information that is relevant to the space, location and navigation path; and • Focus on active transportation mode users, particularly pedestrians.
Solution	Develop a city wide Wayfinding Strategy.



03. CONNECTED COMMUNITY

Sets out the actions and projects which contribute to Beaufort Street's unique sense of place, and encourage the community to connect with each other to enhance their quality of life.

ACTION 3.1 TOWN TEAM GRANT PROGRAM

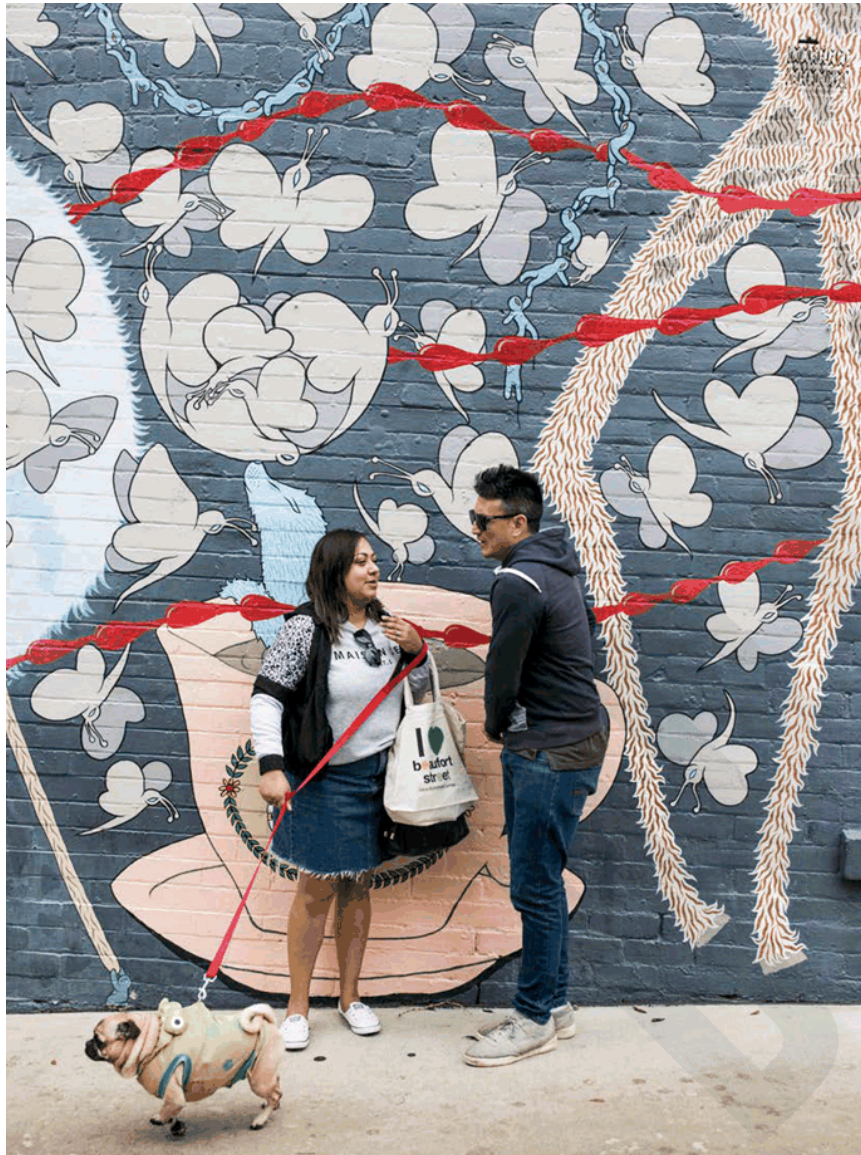
Diagnosis	Town teams require financial support to deliver outcomes for their respective town centres and places and to make themselves more sustainable entities.
Analysis	Town teams can access grant funding through the Town Team Grant Program. This funding can be used to facilitate events, activities and/or initiatives that engage the local community, contribute to the local economy or improve the sustainability of the town team.
Solution	Manage the Town Team Grant Program.



ACTION 3.2 CONTAINERS FOR CHANGE TRIAL

Diagnosis	Containers for Change began in October 2020 as WA's state-wide container deposit scheme, allowing the community to cash in eligible recyclable containers for 10-cents each. There is concern that members of the public seeking the discarded refundable containers from existing City bins may result in damage to the enclosure, injuries to people seeking to collect refundable containers, and the indignity of sifting through public waste.
Analysis	<p>The Containers for Change scheme aims to:</p> <ul style="list-style-type: none"> • Increase recovery and recycling and reduce litter and landfill; • Provide opportunities for social enterprise and benefits for community organisations; • Create opportunities for employment; and • Complement existing collection and recycling activities for recyclable waste. <p>Western Australia Return Recycle Renew (WARRRL) is the not-for-profit organisation created to set-up and run the scheme in Western Australia. The City's existing bin enclosures are designed to keep people out and waste inside. Now that the scheme is in place, there is concern that vulnerable members of the public will be seeking and retrieving discarded refundable containers from bin enclosures.</p> <p>WARRRL has reported that since the scheme commenced, there has been 'bin diving' and damage to public bin enclosures, where attempts have been made to force them open. The City has the opportunity to proactively find a solution to address this problem by providing an external shelf attachment on the bin enclosure for refundable containers to be easily placed and safely retrieved.</p> <p>This project aligns with Waste Strategy 2018-2023 Project 6: Waste and Recycling Education, Awareness, and Promotional Programs.</p>
Solution	Develop and implement a trial installation of a Containers for Change attachment for existing Beaufort Street Town Centre bins.





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04. THRIVING PLACES

Sets out the actions and projects which assist the City to create, enhance, and promote great places and spaces in the Town Centre in order for it to reach its activation and economic potential.

4.1 STREETScape AUDIT

Diagnosis	There is an opportunity to rationalise the location of existing street furniture with a potential to accommodate additional planting, furniture, and streetscape improvements.
Analysis	<p>The City understands the importance of canopy cover, street furniture, and streetscape amenities, and the role they play in encouraging people to linger longer.</p> <p>The informal street furniture throughout the Town Centre is inconsistent and there are significant gaps between benches and/or public bins.</p> <p>To build on Beaufort Street's existing character, an audit should be undertaken to determine any current deficiencies in the streetscape, to identify opportunities that build on the Town Centre's unique and inviting character. This could include additional planting, beautification, urban design improvements, street art, and street furniture rationalization and upgrades.</p> <p>This supports Item 14 within the Brighter Beaufort Action Plan to identify areas within the Town Centre in need of improvement.</p>
Solution	Undertake a Streetscape Audit to determine opportunities for streetscape improvements in collaboration with the City of Stirling.

4.2 LIGHTING STRATEGY

Diagnosis	<p>The Town Centre spans across the City of Vincent and City of Stirling and has a number of food & beverage businesses, supporting a vibrant and exciting night time economy, that would benefit from increased evening activation.</p> <p>The lighting of the Beaufort Street sign and installation of Christmas lights in the verge trees have been small initiatives implemented to activate and support night time activity.</p>
Analysis	<p>There is an opportunity to explore permanent lighting options to light up elements such as the street trees and artworks as well as install festoon lighting in nodes and laneways.</p> <p>There is also an opportunity to support and partner with property owners to up light iconic heritage building facades.</p> <p>This supports Item 21 within the Brighter Beaufort Action Plan to develop a lighting and projection strategy.</p>
Solution	<p>Partner with Beaufort Street Network and City of Stirling to prepare and implement a Lighting Strategy.</p>

4.3 EXISTING MURALS

Diagnosis	<p>The Town Centre has a number of beautiful and interesting artworks in a number of forms. These artworks enhance the streetscape by adding interest and activation to the area.</p>
Analysis	<p>The Town Centre has a number of murals that require maintenance as they have received damage over time from graffiti, bill postings, and general wear.</p> <p>For the City of Vincent funded murals, the City will do an audit of these murals and determine if the damaged murals should be repaired, replaced or removed.</p>
Solution	<p>Investigate options for existing mural maintenance and renewal.</p>

05. SENSITIVE DESIGN

Sets out the actions and projects which assist the City encourage unique, high quality developments that respect and respond to the character and identity of the Town Centre.

ACTION 5.1 STREETScape PALETTE

Diagnosis	<p>The Town Centre has an eclectic character, embracing a colourful and playful aesthetic as well as referencing the heritage features found within the area.</p>
Analysis	<p>The Town Centre has a number of distinct pieces of urban furniture and colours in place. The development of a Streetscape Palette will ensure consistency in the Town Centre, while remaining eclectic and celebrating the area's heritage.</p>
Solution	<p>Develop a Beaufort Street Town Centre Streetscape Palette in collaboration with the City of Stirling.</p>



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06. INNOVATIVE & ACCOUNTABLE

Sets out the actions and projects which assist the City support the community to realise its vision. To achieve this, we will be an organisation that manages resources well, communicates effectively, and takes our stewardship role seriously.

ACTION 6.1 CITY OF STIRLING	
Diagnosis	The Town Centre area is governed by two separate local government authorities, the City of Vincent and City of Stirling (Cities). From a visitor or community perspective, the Town Centre operates as a whole regardless of the boundary between the Cities.
Analysis	<p>The Cities have identified an opportunity to approach the Town Centre in collaboration where possible and have agreed in principle to collaborate to improve outcomes for the Town Centre. Some of these collaborations will include:</p> <ul style="list-style-type: none"> • Working with and supporting Beaufort Street Network, residents, and local businesses; • Joint approaches on shared issues; • Sharing information and resources; and <p>Being open to innovation, experimentation, and new ideas that support positive growth and vibrancy for the Town Centre.</p>
Solution	Work collaboratively with the City of Stirling.

ACTION 6.2 BEAUFORT & WALCOTT STREET LIGHTING RENEWAL

Diagnosis	<p>The Art Deco street lights at the Beaufort and Walcott Street intersection are iconic Town Centre wayfinding elements that bridge the City of Vincent and City of Stirling local government areas. The lights are located at each end of the intersection, with five on the City of Vincent side in the central median, five on the City of Stirling side, and three on the shared boundary along Walcott Street.</p> <p>The City of Vincent median lights are nearly 40 years old, have not been well maintained and are near end of life. They do not provide sufficient street lighting, and do not highlight the established street trees or iconic Art Deco light features.</p>
Analysis	<p>Beaufort Street is a busy gateway into the City of Vincent, which includes the busiest bus route in the State. The presentation of the Town Centre is important and the Art Deco lights and kerbing should be renewed and maintained.</p> <p>Renewal works should include the replacement of posts, repair of kerbs and paving, and upgrade to LED lights. While undertaking these works, there is an opportunity to implement additional median upgrades including:</p> <ul style="list-style-type: none"> • Up-lighting the Art Deco crown features and six Eucalypts; • Changing the light post colour from the blue and white to the more vibrant red, orange, yellow, green and pink seen throughout the Town Centre; • Removal of the Palm tree fronds around trunks; and • Installation of bud lighting on the three Palms. <p>Item 21.3 within the Brighter Beaufort Action Plan identifies the opportunity to up-light large / iconic street trees.</p>
Solution	Plan and implement Beaufort Street median lighting renewal and improvement work in collaboration with the City of Stirling.

ACTION 6.3 BEAUFORT STREET MEDIANS

Diagnosis	There are central median islands along Beaufort Street that are damaged and in need of renewal.
Analysis	<p>The central median islands along Beaufort Street were planted with trees in 2009. As the trees have grown, the expansion of the trunk and root systems have caused portions of the median paving and kerbing to lift.</p> <p>As the trees continue to grow overtime, they will require further space to expand. The medians need repair, replacement, or removal to accommodate the current and future growth of the trees.</p>
Solution	Investigate options to repair, replace or remove medians along Beaufort Street.

ACTION 6.4 BARLEE STREET CAR PARK

Diagnosis	The Barlee Street Car Park is generally underused, runs at a financial loss and does not positively contribute to the streetscape.
Analysis	<p>The City of Vincent owns lot 48 (596) Beaufort Street, while Lots 49 & 50 (596) Beaufort Street are privately owned and leased to the City. Together, these make the Barlee Street Car Park.</p> <p>Lots 49 and 50 have been leased to the City since 14 February 2001, with the final option term under the lease expiring 13 February 2021. At its 20 October 2020 Meeting, Council approved the extension of the lease for a further one year, expiring 13 February 2022.</p> <p>The City has the opportunity to determine the future of this site, whether the City owned lot should be sold with the funds from the sale going into a City of Vincent Public Open Space reserve fund, the City extend the lease and continue as the car park for a longer period, or the City land and private lots be swapped for the corner lot to be developed as a local park or square.</p> <p>In early 2021 the City undertook public consultation in respect to the potential future use and sale of the site, with the outcomes of consultation to be presented to Council. The future of the car park will be determined by Council following consideration of the community consultation.</p> <p>Item 15 within the Brighter Beaufort Action Plan suggests the need to facilitate activations during periods of low parking demand.</p>
Solution	Investigate options for the future of Barlee Street Car Park.

LAND USE MAP



07. IMPLEMENTATION FRAMEWORK

BEAUFORT STREET TOWN CENTRE PLACE PLAN IMPLEMENTATION FRAMEWORK							
KEY ACTION / PROJECT	RESPONSIBLE TEAM	SUPPORT TEAM	TIMING				
			21/22	22/23	23/24	24/25	
PRIORITY AREA 1: ENHANCED ENVIRONMENT							
1.1	Implement festoon lighting improvements in Mary Street Piazza.	I&E	S&D	✓	✓		
1.2	Support the potential installation of a fast-charging electric vehicle station in the Beaufort Street Town Centre.						
PRIORITY AREA 2: ACCESSIBLE CITY							
2.1	Plan improvements to Long Term Cycling Network.	I&E	S&D			✓	✓
2.2	Plan improvements to the pedestrian environment on Beaufort Street.	I&E	S&D	✓			
2.3	Investigate pedestrian crossing improvements on Beaufort Street.	I&E	S&D	✓	✓		
2.4	Trial pedestrianisation of Grosvenor Road and Barlee Street.	I&E	S&D	✓	✓	✓	
2.5	Advocate to Main Roads to formalise 40km/h along Beaufort Street.	I&E	S&D	✓	✓	✓	✓
2.6	Improve the on-demand transport drop off and pick up point adjacent the Queens Hotel and investigate the potential to incorporate another on the western side of Beaufort Street.	I&E	S&D	✓			
2.7	Develop a Wayfinding Strategy.	S&D	I&E	✓			
PRIORITY AREA 3: CONNECTED COMMUNITY							
3.1	Manage the Town Team Grant Program.	S&D	I&E/C&B	✓	✓	✓	✓
3.2	Develop and implement a trial installation of a Containers for Change attachment for existing Beaufort Street Town Centre bins.	S&D	I&E	✓			
PRIORITY AREA 4: THRIVING PLACES							
4.1	Undertake a Streetscape Audit to determine opportunities for streetscape improvements in collaboration with City of Stirling.	S&D	I&E	✓			
4.2	Partner with Beaufort Street Network and City of Stirling to prepare and implement a Lighting Strategy.	S&D	C&B	✓	✓		
4.3	Investigate options for existing mural maintenance and renewal.	C&B	S&D	✓	✓	✓	✓
PRIORITY AREA 5: SENSITIVE DESIGN							
5.1	Develop a Beaufort Street Town Centre Streetscape Palette in collaboration with the City of Stirling.	S&D	C&B	✓	✓		
PRIORITY AREA 6: INNOVATIVE & ACCOUNTABLE							
6.1	Work collaboratively with the City of Stirling.	S&D	I&E/C&B	✓	✓	✓	✓
6.2	Plan and implement Beaufort Street median lighting renewal and improvement work in collaboration with the City of Stirling.	I&E	S&D	✓	✓		
6.3	Investigate options to repair, replace or remove medians along Beaufort Street.	I&E	S&D		✓		
6.4	Investigate options for the Barlee Street Car Park.	CEO	S&D/I&E	✓	✓		

Community & Business Services (C&B), Strategy & Development (S&D), Infrastructure & Environment (I&E), Information & Communications Technology (ICT), Office of the CEO (CEO)



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6 INFRASTRUCTURE & ENVIRONMENT

6.1 E-PERMITS IMPLEMENTATION PROGRESS REPORT

REPORT TO BE ISSUED PRIOR TO COUNCIL MEETING – 27 APRIL 2021.

THIS IS TO ALLOW ADMINISTRATION TIME TO GATHER ADDITIONAL INFORMATION.

7 COMMUNITY & BUSINESS SERVICES

7.1 LEEDERVILLE GARDENS TRUST - COVID-19 FUNDING - DERBARL YERRIGAN HEALTH SERVICE ABORIGINAL CORPORATION

Attachments: Nil

RECOMMENDATION:

That Council:

1. **NOTES** the funding provided to Derbarl Yerrigan Health Services Aboriginal Corporation (Derbarl Yerrigan) under the Leederville Gardens Trust COVID-19 Relief Grant Funding program;
2. **APPROVES** the request from Derbarl Yerrigan to extend the end date of their Leederville Gardens Trust COVID-19 Grant Agreement from January 2021 to June 2021, to enable the remaining \$27,116 of unspent grant funding to be acquitted;
3. **NOTES** that the Executive Director, Community & Business Services will prepare and enter into a variation to the funding agreement for Derbarl Yerrigan; and
4. **NOTES** that Administration will provide a detailed report of the Leederville Gardens Trust COVID-19 Relief Grant Funding program, including measurable outcomes, to Council in August 2021.

PURPOSE OF REPORT:

To provide an update on the progress of the grant provided under the Leederville Gardens Trust COVID-19 Relief Funding program to Derbarl Yerrigan and to seek approval of a variation to the current grant agreement.

BACKGROUND:

At the Special Meeting of Council on 30 March 2020 it was resolved that Council:

1. *As trustee of the Leederville Gardens trust fund ENDORSES the allocation of up to \$1 million from those funds for the provision of urgent relief of people in need as a direct or indirect consequence of the conditions imposed by COVID-19;*
2. *INVITES Expressions of Interest from Registered Public Benevolent Institutions to be considered for funding under Recommendation 1 above; and*
3. *NOTES that the outcome of the expression of interest process in Recommendation 2 above will be presented to the City's COVID-19 Relief and Recovery Committee for consideration and approval.'*

Following this, administration invited suitable Public Benevolent Institutions (PBI's) to submit their Expression of Interest for funding under this program. Applications were assessed by Administration and funds approved to PBI's at the COVID-19 Relief and Recovery Committee meetings as per the below schedule:

Meeting Date	PBI	Amount
28 April 2020	St Vincent De Paul	\$200,000
28 April 2020	Uniting Care West	\$129,000
5 May 2020	RUAH Community Services	\$27,800
5 May 2020	People Who Care	\$105,000
12 May 2020	YMCA of WA	\$138,000
9 June 2020	Foodbank WA	\$178,476
30 June 2020	Derbarl Yerrigan Health Service	\$68,559

Agreements have been entered into for all organisations listed in the above schedule.

DETAILS:

Organisations delivering emergency relief and financial relief support have reported a slower than expected uptake in service, likely due to increased financial support measures at the Federal level.

Derbarl Yerrigan recently contacted Administration requesting an extension of time to enable them to use the remaining grant funds to provide COVID-19 vaccinations to people experiencing homeless and marginalised residents living in the City of Vincent. Derbarl Yerrigan have also requested this extension in order to provide emergency relief over the next few months to coincide with Centrelink payments reductions. The remaining funds would facilitate Derbarl Yerrigan's capacity to provide home visits and outreach support to Aboriginal people living in the City who are unable to otherwise access culturally appropriate health care.

The original intent of the COVID-19 Relief Funding program, as set out in the agenda paper presented on 30 March 2020 states:

"The current COVID-19 pandemic has raised the potential of imminent hardship being experienced by many of our more disadvantaged and at-risk community members. This may place extra strain on the services and programmes currently provided by various not-for-profit, charitable or volunteer organisations and exacerbate areas of underserved demand."

In considering this request, it is important to consider that the support provided by Derbarl Yerrigan provides a degree of support for persons who have the potential to experience imminent hardship, especially given the reduction in Centrelink payments set after 31 March 2021.

Derbarl Yerrigan's agreement was based on the following budget and outcomes. On reviewing the documentation provided by Derbarl Yerrigan in conjunction with the grant agreement, the reconciliation is noted

Description	Amount Funded	Amount Spent	Unspent funds
Health services and support (home visits and isolation support, influenza vaccinations, emergency relief support)	\$44,600	\$23,727	\$20,873
One-off capital expenditure (laptops, printer and software to support mobile workforce)	\$10,900	\$9,822	\$1,078
Administration	\$13,059	\$7,894	\$5,165
	\$68,559	\$41,494	\$27,116

Measurable Outcome		Demonstrated Outcome
1	Number of home visits or phone GP consults for vulnerable residents within 6 month period	123 phone consultations and/or home consults
2	Number of influenza vaccinations provided to vulnerable residents within 6 month period	321 influenza immunisations administered
3	Number of emergency relief vouchers or packages provided to Vincent residents/clients within 6 month period	71 episodes of emergency relief funding for vouchers, 120 care packs for the homeless, 10 swags for homelessness people.
4	Referrals made to other agencies (e.g. Emergency support, accommodation, other health service)	57 referrals to emergency support, accommodation.

A Derbarl Yerrigan doctor and Aboriginal Health Worker have worked with Elders and the community to identify patients requiring the most assistance over the past six (6) months. Home visits and phone consultations have occurred.

In addition, the Resource Liaison Officer and social worker, worked to identify those most at risk including patients who were experiencing homelessness. All Derbarl Yerrigan doctors also identified patients at risk, and who had health conditions which were exacerbated through lack of food, shelter or clothing.

CONSULTATION/ADVERTISING:

Relevant programs have been promoted to residents and service providers to provide awareness of assistance available to residents.

LEGAL/POLICY:

Nil.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to extend the grant period until the end of the financial year.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

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

This does not contribute to any environmental sustainability outcomes.

While the funding provided to Derbarl Yerrigan through the Leederville Gardens Trust – COVID-19 Funding is environmentally neutral, other community funding provided by the City addresses funding for environmental projects/initiatives.

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:

Funding has already been allocated to Derbarl Yerrigan and there are no further financial or budget implications. This request relates to an extension of time to deliver the program.

COMMENTS:

Administration will continue to monitor the progress of all COVID-19 Relief grants and provide updates to Council. It is recommended that Council approves the request from Derbarl Yerrigan for an extension to their grant agreement and instructs Administration to prepare a variation to the grant agreement.

7.2	NORTH PERTH COMMUNITY GARDEN LICENCE FOR CONTAINERS FOR CHANGE COLLECTION BIN - 10 FARMER STREET, WOODVILLE RESERVE
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- Attachments:
1. Proposed Licence Area  
 2. Containers for Change Collection Bin Supplied by City of Perth  

RECOMMENDATION:**That Council:**

1. **APPROVES** a licence to the North Perth Community Gardens (NPCG), for a portion of Woodville Reserve, Lot 2545, 10 Farmer Street, North Perth and subject to the approval of the Minister for Lands, and in accordance with the licence terms for a Category One (1) tenant under the City's Property Management Framework:
 - 1.1 **Term:** one year;
 - 1.2 **Option term:** 2 x one year options at City's sole discretion;
 - 1.3 **Licence fee:** \$21 plus GST per annum (paid on demand);
 - 1.4 **Outgoings:** None payable;
 - 1.5 **Licence Area:** 3sqm;
 - 1.6 **Permitted Purpose:** installation of container for collection of recycling materials in line with the 'Containers for Change' scheme
 - 1.7 **Public liability:** NPCG to effect and maintain current public liability insurance of not less than \$20,000,000 (per claim);
 - 1.8 **Condition:** provided in 'as is' condition;
 - 1.9 **Building insurance:** payable by the NPCG with excess on any claim also payable by NPCG;
 - 1.10 **Maintenance/repairs:** Licensee to keep the Licence Area in a tidy and safe condition and repair or replace the container when it becomes damaged or requires replacement;
 - 1.11 **Damage to Premises:** in the event the Premises is damaged so it becomes unfit for use the City may at its discretion terminate the lease, and no compensation will be payable to the tenant.
 - 1.12 **Pest Control:** Licensee to cover costs necessary to keep the Licence Area and Container free of pests and vermin;
 - 1.13 **Cleaning:** Licensee to keep the Licence Area clean and tidy, dispose of any dumped materials or rubbish and remove any excess containers that do not fit within the Container;
 - 1.14 **Additional Charges:** Any rubbish or discarded items not removed by the Licensee in a timely fashion may be removed by the City and the costs will be on charged to the Licensee;
 - 1.15 **Termination:** Either party may terminate the Licence by providing one month's written notice to the other party; and

- 1.16 **Additional Charges:** Any rubbish or discarded items not removed by the Licensee in a timely fashion may be removed by the City and the costs will be on charged to the Licensee;
2. **NOTES** that at the expiration of the Licence, the Licensee will be required to remove the container and make good the Licence Area to the satisfaction of the City;
 3. **Subject to the Minister's approval in clause 1 above and final satisfactory negotiations being carried out by the Chief Executive Officer, AUTHORISES the Mayor and the Chief Executive Officer to affix the common seal and execute the License as set out above; and**
 4. **NOTES** that the NPCG are required to notify immediate neighbours surrounding Woodville Reserve of the installation of the container prior to installation.

PURPOSE OF REPORT:

For Council to consider entering into a License for the placement of an approved container on Woodville Reserve by the North Perth Community Garden Inc (NPCG) for the purposes of collecting eligible recycling materials in line with the 'Containers for Change' scheme.

BACKGROUND:

The City leases the portion of Woodville Reserve, 10 Farmer Street, North Perth (Woodville Reserve) comprising the Premises for a term of 999 years from the Crown pursuant to a lease dated 13 June 1925. Pursuant to sections 41 and 47 of the Land Administration Act 1997 (LAA) and the City's lease, Woodville Reserve is a Class A reserve specified as 'solely for the purpose of recreation'.

The Reserve is a multi-use recreation facility, with leases held by:

- North Perth Bowling Club Inc.
- North Perth Tennis Club Inc.
- North Perth Community Garden Inc
- Vincent Men's Shed

NPCG currently holds a sub-lease on a portion of Woodville Reserve. The current sub-lease's agreed initial term was from 2 October 2015, expiring on 1 October 2018, and no additional terms were provided. Since 2 October 2018, the NPCG sub-lease has been managed on a month-to-month basis pending agreed outcomes being reached in accordance with the Property Management Framework.

DETAILS:

Administration has received a proposal from NPCG to install a 'Containers for Change' collection bin near their current leased area at Woodville Reserve. 'Containers for Change' is a recycling scheme that commenced in October 2020 across Western Australia. For every eligible container that is returned to a refund point under the scheme, the individual or organisation can redeem a 10 cent refund.

The proposed location of the Container is on the southern side of Woodville Reserve, adjacent to Farmer Street (**Attachment 1**). As the Container would need to be located outside of their lease area a formal licence is required.

There are a number of refund point operators who partner with community groups to provide bins for the collection of containers and who will collect and sort containers and transfer the funds (usually minus a service fee) to the community group. NPCG have determined that the most appropriate refund point operator for them to partner with would be City of Perth.

City of Perth would provide to NPCG a container (**Attachment 2**) at no cost to the NPCG. The container is made of heavy plastic and is 1.2m wide, 1.1m deep and 1.3m high. It is mobile and the lid is light weight making it user friendly. It would be marked with the NPCG code and all containers deposited to it would be credited to NPCG bank account at the rate of 10c per eligible container. City of Perth would be responsible for the collection on request from NPCG. They would then deposit funds into NPCG nominated bank. During the trial period (up to July 2021), there would be no charge to NPCG. City of Perth have advised that

they intend to undertake a review of their scheme at the end of the trial period and that following the trial period, there may be a small administrative fee charged per collection.

This scheme has benefits and advantages for NPCG, including the lack of start-up costs and the user friendly containers provided.

The disadvantages are that unlike some other collection centres, the user does not benefit from receiving the funds for the return of containers, as all funds would be donated to NPCG. There is no provision at this location for other registered users to receive the monetary benefit from the location of the bin.

Additionally, the design of the bin makes it susceptible to misuse, vandalism and theft of contents. This could be avoided by the bin being locked overnight, however, this would reduce the opportunity for the community to contribute. A trial period of leaving the bin unlocked would likely be necessary, to determine whether vandalism or theft are likely to be issues.

Approvals

Entering into a License will provide NPCG the opportunity to install a container and commence collecting eligible recyclables, providing them with an additional revenue source and greater ongoing financial viability.

In accordance with Department of Planning Lands and Heritage (DPLH) Position statement container deposit scheme infrastructure *Where collection cages are located in association with a school, sporting or other club, and on land which is managed by State or local government, the collection cage will be incidental to the predominant use of the site.*

The proposal is to install a collection bin which does not meet the definition of 'container collection cage' and is therefore exempt from development approval.

CONSULTATION/ADVERTISING:

There is no requirement for the City to advertise the License to the community.

Administration have discussed the proposal with the Vincent Men's Shed Committee, given that they are the closest tenant to the proposed licence area at Woodville Reserve and they have raised no objections to the proposal.

LEGAL/POLICY:

Disposal of Property

As NPCG is recreational in nature, and the members would not receive income from the Licence, it is evident that the proposed Licence would not be subject to the requirements of the Local Government Act, with regards to auction or tender, nor the requirement for the City to advertise any intention to enter into a Licence agreement with NPCG.

Ministerial Approval

Pursuant to section 18 of the LAA, the Minister for Lands' consent and approval will be required for any lease or licence of Woodville Reserve.

Execution of Documents

As per the City's Policy 4.1.10 – Execution of Document Policy, the proposed Licence is a category 1(A) document. Category 1(A) documents require a resolution of Council to enter into an agreement, and authority to affix the common seal, and will be signed by both the Mayor and Chief Executive Officer.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to enter into a Licence with the NPCG based on the low cost, temporary and reversible nature of the intended development.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

We have improved resource efficiency and waste management.

Enhanced Environment

Our parks and reserves are maintained, enhanced and well utilised.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

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

Waste Reduction

The Containers for Change program supports the operations of the City's Waste Strategy 2018-2023.

Installation of a Containers for Change recycling point will provide the North Perth community with a convenient option for recycling these items, which may otherwise not be recycled.

PUBLIC HEALTH IMPLICATIONS:

This initiative does not have Public Health implications.

FINANCIAL/BUDGET IMPLICATIONS:

All costs generated as the result of the License and development proposed are to be paid by the Licensee. Operational and administrative costs can be met through the City's existing operational budget.

Proposed Licence Area for North Perth Community Garden Container for Change Bin

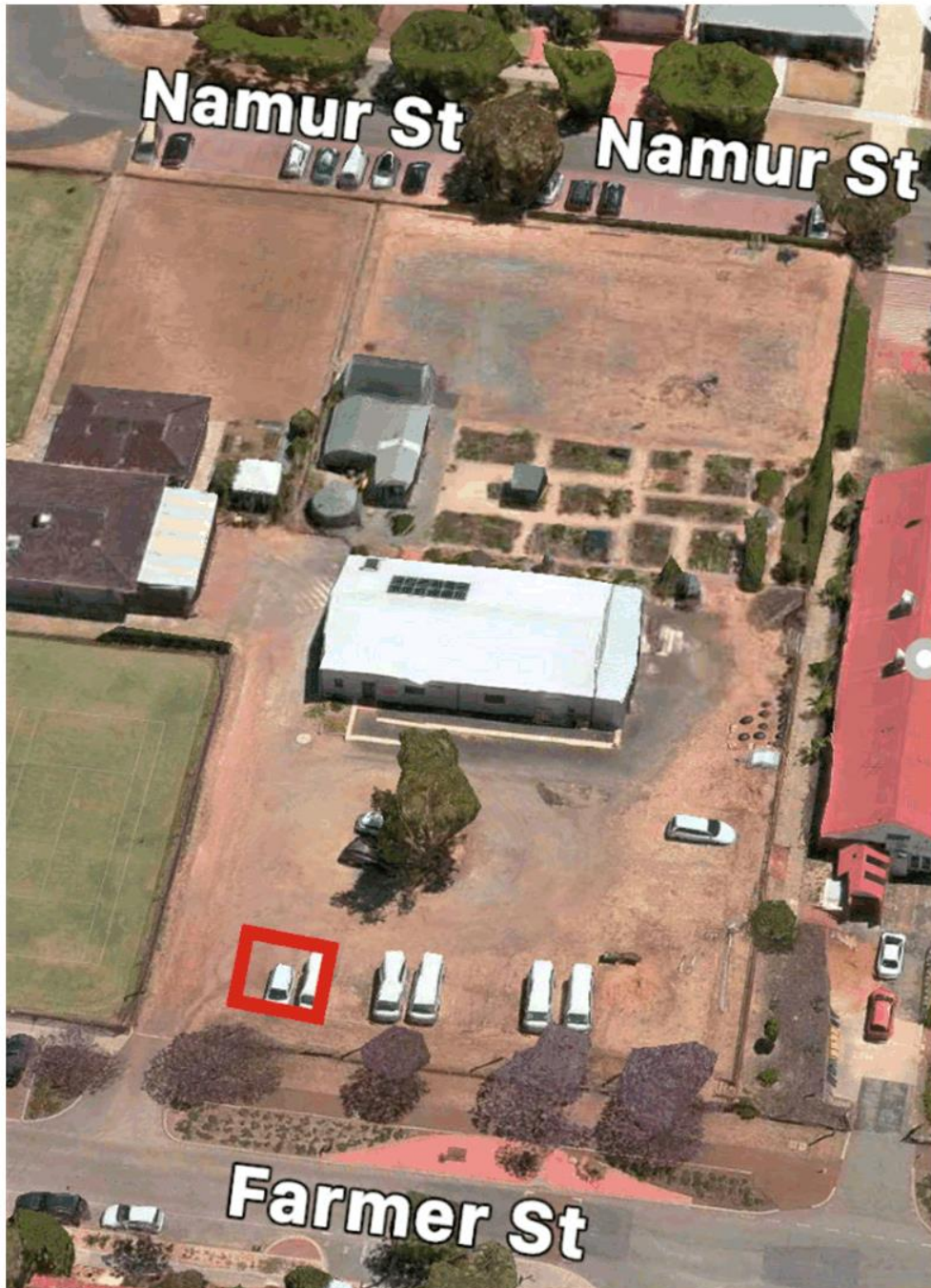


Fig. 1 Overhead shot of Woodville Reserve with proposed licence area marked in red.



Fig. 2 Ground view of proposed licence area.

Containers for Change Collection Bin Supplied by City of Perth



7.3	OUTCOME OF ADVERTISING AND ADOPTION OF LIBRARY AND LOCAL HISTORY COLLECTION POLICY
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- Attachments:**
1. **Library and Local History Collection Policy** [↓](#) 
 2. **Library Collection Management Policy** [↓](#) 
 3. **Local History Collection Management Policy** [↓](#) 

RECOMMENDATION:**That Council:**

1. **NOTES** that at the conclusion of the public notice period, no public submissions were received in relation to the Library and Local History Collection Policy;
2. **ADOPTS** the Library and Local History Collection Policy at Attachment 1; and
3. **REPEALS** the Library Collection Management Policy at Attachment 2 and the Local History Collection Management Policy at Attachment 3.

PURPOSE OF REPORT:

To present the outcome of public consultation and seek approval of the proposed Library and Local History Collection Policy and repeal of the previous policies which are now obsolete.

BACKGROUND:

At its 15 December 2020 Meeting, Council approved providing public notice of its intention to adopt the Library and Local History Collection Policy.

In accordance with the City's Community Consultation Policy, public notice was given for the period between 21 January 2021 and 15 February 2021, which was in excess of the 21 days required.

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

- Vincent Reporter – 20 January 2021;
- Perth Voice – 23 January 2021; and
- Notice exhibited on the notice board at the City's Administration and Library and Local History Centre.

No public submissions were received.

DETAILS:Review of the Effectiveness of the Current Policies

The Librarians have completed a review of the two current policies, and provided the following assessment of their effectiveness:

What is working well	What needs improvement
<p>Library Collection</p> <ul style="list-style-type: none"> • Library collection reflects ALIA standards • Librarians monitor community preferences which informs stock acquisition. • Content is available in a range of formats, reflecting current technology. This includes free access to online and digital resources. • Library is actively used by community members from different demographic groups, reflecting access and inclusion principles. 	<ul style="list-style-type: none"> • Policy documents are long and include administrative processes. • Probably don't need two policies, as the objectives of the collection are similar (e.g. censorship), and can be made consistent. • 10 Objectives can be simplified down to 3 main objectives. • Need to establish specific success measures against each of the 3 main objectives.

<p>Local History Collection</p> <ul style="list-style-type: none"> • Local History Centre is a valued resource. • Local History Centre is progressively digitising and preserving content. • Events such as the Local History Awards encourages the community to capture Vincent stories and content. <p>Both Collections</p> <ul style="list-style-type: none"> • Librarians provide valued support and advice for users. • Low levels of community complaints. 	
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Proposed Changes

Administration is proposing the following schedule of changes:

- Repeal the following two policies:
 - Library Collection Development Management Policy (3.11.1)
 - Local History Collection Management Policy (3.11.2)
- Create a new policy entitled 'Library and Local History Collection Policy' that:
 - Applies to both the Library and Local History Management Collections
 - Facilitates a consistent policy approach to both collections
 - Aligns the policy statement to reflect the priorities of the Strategic Community Plan
- Deletes the administrative and procedural elements of the old policies, which are now included in Management Practice documents; and
- Use of contemporary and clear language in the policy.

Industry Standards and Agreements

The City's Library Policies and Management Practice must comply with the following industry standards, which are referenced in the Policy:

- Australian Library and Information Association (ALIA) Statement ('**Statement**') on free access to information
- Public Libraries WA Framework Agreement 2010 ('**Framework**')

ALIA is the national body governing library and information services, and the **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, and balanced with the powers of censorship legally vested in state and federal governments.

The **Framework** is the agreement that sits between State and Local Government for the provision of public library services in WA. It creates a shared vision for Western Australia's public library service as a sustainable and responsive network of vibrant, connected and well resourced, free public libraries that are hubs of community life. The Public Library system operating under this framework agrees the following benefits:

- Location and operation of public library services in response to local community needs
- A linked, statewide library service
- Effective utilisation of existing infrastructure and expertise within the State Library and within Local Government libraries across the State
- Centralised purchasing of library resources
- A statewide online catalogue

Management Practice documents

The Library and Local History Collection have created Management Practice documents to administer matters such as stock selection, deselection, resource formats, preservation of items, access and subject areas.

Some of the standards that are set out in the **Management Practice – Library Collection Development and Management** (Record: D20/220660), and reflecting the ALIA Statement, include:

- 50% of the Library collection is to have been published within the past 5 years, although some formats, such as DVD, may have a shorter shelf life.
- Collections have a balanced cross section of interesting material while also noting preferences in the local population. For example, the Vincent population currently has a preference for biographies, travel and cooking – but this is monitored as it may change.
- Collections acknowledge that reading preferences change over time and new technologies make alternative formats available from time to time (e.g. eBooks).
- Censorship standards require that items are not to be selected or rejected on moral, political, racial, religious, or sexist grounds alone.

The **Management Practice – Local History Collection** (Record: D20/220663), focuses on the selection, preservation and management of content relevant to Vincent. The Local History Librarian protects content of a sensitive nature, such as oral history transcripts where the donor has requested some parts of the transcript are to be kept private.

The management practice documents also set out how the donation of materials, requests for materials and complaints are managed.

CONSULTATION/ADVERTISING:

No further consultation is required.

LEGAL/POLICY:

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

The City's [Policy Development and Review Policy](#) sets out the process for repealing and adopting policies.

RISK MANAGEMENT IMPLICATIONS

Low: Adopting the proposed policy is low risk

STRATEGIC IMPLICATIONS:

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

Nil

PUBLIC HEALTH IMPLICATIONS:

Nil

FINANCIAL/BUDGET IMPLICATIONS:

Nil

COMMENTS:

The Library Collection Management Policy and the Local History Collection Management Policy have not been reviewed for some time. It is considered good practice and a contemporary approach to consolidate the two policy statements and objectives into one policy document. There was an excessive amount of text in both policies that was administrative in nature and superfluous to the intent. It is proposed that a management practice be created to contain the administrative tasks.

LIBRARY AND LOCAL HISTORY COLLECTION



Legislation / local law requirements	Nil
Relevant delegations	Nil
Related policies, procedures and supporting documentation	Public Libraries WA Framework Agreement 2010 (D20/172082). ALIA free access to information statement 2018 (D20/172196)

PURPOSE

To guide the development and management of the Library and Local History Collections in order to meet the needs of the community.

OBJECTIVE

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

1. Cover a wide range of interests;
2. Are unbiased and uncensored; and
3. Support and enrich community understanding of the history, culture and heritage of the City of Vincent.

SCOPE

This policy applies to the Library and Local History Collections.

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.

LIBRARY AND LOCAL HISTORY COLLECTION



CITY OF VINCENT

OFFICE USE ONLY

LIBRARY AND LOCAL HISTORY COLLECTION



CITY OF VINCENT

Responsible Officer	Manager Customer and Library Services, Branch Librarian and Senior Local History Librarian
Initial Council Adoption	DD/MM/YYYY
Previous Title	Library Collection Management Policy (3.11.1) and Local History Collection Management Policy (3.11.2)
Reviewed / Amended	DD/MM/YYYY
Next Review Date	MM/YYYY



CITY OF VINCENT

LIBRARY AND LOCAL HISTORY SERVICES

LIBRARY COLLECTION MANAGEMENT POLICY



POLICY NO: 3.11.2**LIBRARY COLLECTION MANAGEMENT POLICY****OBJECTIVES**

- To inform the community of the Library's Collection Management principles;
- To ensure the Collection meets the needs of the community it serves;
- To provide scope and guidelines in the selection of resources for inclusion in the Collection;
- To ensure that the Collection is unbiased and uncensored
- To provide Library staff with a guide to the development and maintenance of the Library's Collection;
- To highlight the overarching goals that the Library is to achieve in regards to its Collection; and
- To ensure the Collection and preservation of the community's heritage.

The scope of this Policy is to document the processes for developing and managing the City of Vincent Library and Local History Collection. It is also a tool for responding to community needs and expectations, including why materials and formats are selected. The scope of this Policy does not include materials accessed from the Worldwide Web using the Library public access computers.

This Policy refers to the Library's mission. (See Appendix 1, page 7).

This Policy includes reference to the following special collections, unless specified:

- Aboriginal Studies Collection;
- Community Languages Collection;
- Local History Collection;
- Local History Image Library;
- Local History Oral History Collection;
- Macedonian Literature Collection;
- Parents' Collection; and
- Rotary Collection of Western Australian History.

1. Description of the Collection

Total items in excess of 60,000; approximately 65% of the Collection is owned by the State Library of Western Australia (SLWA) with the remainder the property of the City of Vincent. All items have been selected by staff to meet customer expectations.

In keeping with the Australian Library and Information Association (ALIA) standards, the target age of the Collection is to have 50% published within the past five (5) years. The items held in the Local History Collection are not subject to this standard, as their age is not a criterion for disposal. On the other hand, items such as DVDs have a much shorter shelf life, and are expected to be replaced more frequently.

Formats currently in the Collection include:

- Books
- Books on Compact Disc
- Books on MP3 Disc
- CD ROMs
- DVDs
- eBooks and eAudiobooks
- Large Print items
- Magazines
- Maps and Plans
- Newspapers
- Puzzles
- Playaway Pods
- Photographs
- Music CDs
- Oral History Interviews
- Unpublished documents

1.1 Subject Areas Collected

This Library works to address topics of current affairs and controversy, with a balanced cross section of interesting material. The Library has identified that biographies, travel and cooking are the most popular topics to our members, with a second level of interest being interior and garden design and architecture, technology and the Arts.

The strength of this Collection is that all items are professionally selected to address members' preferences, and that the Library is supported with a healthy budget to purchase items to supplement those provided by SLWA. The Library is also able to provide items in a wide range of formats, as previously indicated.

The Library acknowledges that reading preferences change as the population changes and as new technologies make alternative formats (such as eBooks) available. Accordingly, it is important to remain flexible in the Collection planning.

The importance of ensuring that the Library hardware and software is maintained at best possible level, with regular upgrades is recognised, with the view to ensuring ready access to digital media.

1. Selection Guidelines

The Guidelines apply to all formats and categories in the Collection.

2.1 Responsibility

The Coordinator Library Services and the Young People's Services Librarian are responsible for the selection of Library stock. The Senior Librarian, Local History is responsible for selecting material for the Local History Centre.

2.2 Selection Tools

This list is a guide to the tools that Library staff may use to identify potential additions to the Library stock. Members of staff are encouraged to maintain current awareness of new releases, and changing trends in members' requirements or interests.

- Advance Order Lists (from SLWA);
- Awards Winners;
- Literary publications, including emails and websites;
- Rare book lists (for Local History Collection);
- Reviews in magazines and newspapers;
- Second Hand book sales (for Local History Collection); and
- Suggestions and requests submitted by staff and members.

2.3 Selection Principles

- Subject Matter: The Library will consider material that deals with topics that are popular, relevant to the community and at an appropriate reading level for the target reader. Australian content is highly supported.
- Quality: Items in all formats should be neatly presented, with clear indications of content and anticipated audience.
- Value to the Collection: Priority will be given to material that will strengthen the Collection, including availability in various formats.
- Cost: The cost is to be considered in relation to available funds and the availability of similar material or content within the Collection, or from alternative sources.
- Duplicates: Duplicates will be added to the Collection, subject to demand and historical value.

2.4 Censorship

The Library supports the Australian Library and Information Association (ALIA) Statement on Free Access to Information (See Appendix 2, page 8/9). The most significant element is:

- *Items cannot be selected or rejected on moral, political, racial, religious, sexist grounds alone.*

Parents are reminded that although due care is taken to shelve sensitive material in the adult shelves, that they are ultimately responsible for the items that their children select and read.

2.5 Donations

The Library is grateful for the generous donations of books from members of the community: items will only be accepted if they meet the standards established in this Policy. A simplified set of Guidelines is attached as Appendix 3, page 11.

2.6 Complaints

Members may use the *Request for Consideration of Library Item* form (see Appendix 4, page 12) to lodge a complaint about any item in the Collection. The Collection Management staff will review the complaint and advise the person of the outcome by mail within 10 working days, subject to the availability of the item for review.

Deselection and Disposal

Decisions relating to deselection and disposal of Council owned stock are based on the item's value to members. Items that have not had a process for more than two years are to be removed from the Collection and donated to a charity, such as the Save the Children Fund. Please note that items in poor condition should have been identified and removed prior to this stage. Items held in the Local History Collection are excluded from this process.

SLWA stock is returned when it no longer has value to our members.

2. Local History Collection

Whilst items collected for the Local History Collection meet standards set in this Policy, they are not available for loan, and may only be accessed inside the Local History Centre. See Policy No. 3.11.2 for comprehensive details.

APPENDIX 1**CITY OF VINCENT****LIBRARY AND LOCAL HISTORY CENTRE****MISSION AND VALUES STATEMENT**

“Enhancing and celebrating our diverse community”

The Library Mission:

We support our community

We provide free and equitable access to the finest possible collections, services, and technology. We promote lifelong learning and the love of reading, and support the exploration of ideas, culture, and knowledge in a modern and friendly atmosphere, which enriches the lives of our community and is a reflection of our cultural history and diversity. We provide expertly trained staff that is recognised for their excellent customer service.

The Library Vision:

We inspire our community

We are our community's gateway to contemporary and historical knowledge and information. We support their quest for knowledge, as it relates to their home, business, hobby and lifelong learning. The Library is a vibrant community hub which enriches the lives of all members of the community.

The Library Values:

We value our community

The Library service is dedicated to providing and supporting:

- Excellence and Service;
- Honesty and Integrity;
- Innovation and Diversity;
- Caring and Empathy; and
- Teamwork and Commitment.

APPENDIX 2
ALIA Statement on Free Access to Information**ALIA Objects Addressed**

To promote the free flow of information and ideas in the interests of all Australians and a thriving culture and democracy.

Principle

Freedom can be protected in a democratic society only if its citizens have unrestricted access to information and ideas.

Statement

There are several different levels at which the free flow of ideas can be impeded. At the societal level, legislative bodies of all kinds are expected to consider the legal and regulatory frameworks they put in place to support the free flow of information and ideas about the interests and concerns of citizens. At the institutional level, library and information services are expected to encourage the free flow of information and ideas within the scope of their roles and responsibilities. At the individual level, citizens are expected to make informed decisions in exercising their rights and responsibilities.

The Australian Library and Information Association believes that library and information services have particular responsibilities in supporting and sustaining the free flow of information and ideas including:

- 1. Asserting the equal and equitable rights of citizens to information regardless of age, race, gender, religion, disability, cultural identity, language, socioeconomic status, lifestyle choice, political allegiance or social viewpoint;*
- 2. Adopting an inclusive approach in developing and implementing policies regarding access to information and ideas that are relevant to the Library and information service concerned, irrespective of the controversial nature of the information or ideas;*
- 3. Ensuring that their clients have access to information from a variety of sources and agencies to meet their needs and that a citizen's information needs are met independently of location and an ability to pay;*
- 4. Catering for interest in contemporary issues without promoting or suppressing particular beliefs and ideas;*
- 5. Protecting the confidential relationships that exist between the Library and information service and its clients;*
- 6. Resisting attempts by individuals or groups within their communities to restrict access to information and ideas while at the same time recognising that powers of censorship are legally vested in state and federal governments; and*
- 7. Observing laws and regulations governing access to information and ideas but working towards the amendment of those laws and regulations which inhibit Library and information services in meeting the obligations and responsibilities outlined in this Statement.*

APPENDIX 3

City of Vincent Library & Local History Centre

Guidelines Regarding Donation of Items

The City of Vincent Library and Local History Service and Library members are grateful for all items that are donated. The generosity of our community members is well known, and much appreciated by those who have access to a wider variety of items because of that generosity.

However, there are times when members of the community offer items that are not appropriate for use in a public Library. Library staff is then obliged to sort and store such items until an opportunity to donate them to charity arises. In order to ensure that staff is no longer required to take on this task, this Policy is in place as a guide for members of the community wishing to donate items to the Library.

The following items will not be accepted in the Library:

- Dirty or damaged items;
- Any books older than five years;
- Computer books older than two years;
- R-rated videos, DVDs or music CDs;
- Jigsaw puzzles in damaged boxes, or with pieces missing;
- Magazines, unless a previous agreement is in place;
- Used textbooks with highlighting, or other markings throughout;
- Paperback novels, that have been exchanged at a book exchange, and which bear the book exchange stamp;
- Sets of encyclopaedias, irrespective of age or condition; and
- Readers Digest condensed books.

Please contact the Save the Children Fund if you wish to donate your used books to a worthy cause. They hold an annual book sale to raise funds.

Magazines are often welcome at refuges, hospitals or medical surgeries.

The Library management reserves the right to reject items that are offered.

APPENDIX 4

**CITY OF VINCENT LIBRARY AND LOCAL HISTORY CENTRE
REQUEST FOR RECONSIDERATION OF LIBRARY MATERIAL**

Thank you for your interest in the Library Collection. A team of qualified staff will review your request and provide a written response within 10 working days of receipt of your request. You may view the Library's Collection Management Policy No. 3.11.1 at

http://www.vincent.wa.gov.au/Your_Council/Council_Matters/Policies

You may mail your completed request to the Library at:

City of Vincent Library
PO Box 82,
LEEDERVILLE WA 6902

OR submit online at mail@vincent.wa.gov.au

PLEASE PROVIDE YOUR DETAILS:

Name: _____

Address: _____

Your Membership Number:

DETAILS OF LIBRARY ITEM – please tick format

Book	DVD	Book on CD	Music CD	Magazine
eBook	eAudiobook	CD-ROM	Magazine	

Title: _____

Author: _____

Publisher: _____

Library Item Barcode

- Did you read/listen to/view the whole item? _____
- To which aspects of the item do you object? (Please provide page number, magazine edition, part of DVD etc)

- Can you explain why you object to these aspects? _____
- What do you recommend the Library do with this item?

- Any further comments _____

Please use the back of this form if more space is required.

POLICY NO: 3.11.2**LOCAL HISTORY COLLECTION MANGEMENT POLICY****OBJECTIVES**

The objectives of this Policy are to provide guidelines for the content, management, preservation, and promotion of the Local History Collection:

- To collect, document and permanently preserve all resource materials that reflect the history, development, culture and society of the City of Vincent area. The Collection may also cover Lake Monger and parts of Leederville not officially in the City Of Vincent but relevant to pre-1994 history, and other streets and places close to our boundaries, as boundaries may change;
- To promote the Collection as a significant part of the heritage of the area;
- To provide appropriate conditions for the conservation, storage and protection of the Collection and to maintain a permanent keeping place which includes an archival room for optimal preservation of unique documents and materials. This includes adequate storage for the digital archive of oral history interviews, photographs and various digital documents on a server as well as back up media, as it must remain future proof;
- To provide an information service to individuals, groups, elected members and council officers and to make the Collection accessible (where it is not to the detriment of original materials) to all interested people;
- To refer users to additional resources held by other institutions; and
- To provide access to, and guidance in family history research.

POLICY STATEMENT

It is anticipated that residents, former residents, those who currently work or formerly worked in the area, City of Vincent officers, researchers, students from primary to tertiary level, general library users and anyone interested in the social, cultural, and environmental history of the City will use and value the Local History Collection.

- The Collection should contain resources that will facilitate the study of local subjects in the greatest detail possible;
- The Collection should be thematically comprehensive, containing material on all aspects of the area: geographical, sociological, educational, historical, economic and political;
- The Collection will cover a time frame from the earliest recorded information about the area to the present day;
- The Collection should contain both current and retrospective materials;
- The Collection should consist of a wide variety of formats, including print materials, cartographic materials, photographic materials, audio-visual materials and digital formats;
- There will be both original materials and copies of original materials. Copies may be print or digital copies;
- The Collection should aim to be an archive for community organisations and businesses in the area;
- The Collection should be an archive for appropriate Council documents;
- The Collection should act as a reference point for researchers to sources of material both within and outside of the collection;
- The management of the Collection will be based on the premise that it is a permanent collection to be preserved and designed for long-term community use. It will be a reference collection, with items only loaned under special circumstances; and
- Monitor enquiries and usage to assist in collection development, access and promotion.

1. RESOURCES

The Collection will include:

(a) Monographs

- Published and unpublished monographs relating to the geography, history, social and political aspects of the City and its development;
- Published and unpublished works on the wider region including the City;
- Literary or research works by residents or organisations within the area or published locally;
- Fiction works based in the area;
- Genealogical texts; both instructional and including primary resource materials;
- Directories;
- Street Guides;
- Reports;
- Electoral Rolls; and
- Background and professional reference texts where helpful to historical and current research and collection management.

(b) Serial publications

- Newsletters and journals of local and general historical and genealogical interest; and
- Serial publications of local community organizations.

(c) Newspapers

- Local newspapers; and
- Relevant articles, both current and retrospective, from State and National newspapers.

(d) Ephemera

- Brochures;
- Pamphlets;
- Fliers and Leaflets;
- Programs;
- Posters;
- Timetables;
- Menus;
- Postcards;
- Calendars; and
- Other miscellaneous items relating to community activities both past and present.

(e) Images

- Original prints or copies;
- Negatives;
- Transparencies;
- Digital images reflecting the past and the present; and
- Images of artefacts not held in the collection, but of local interest.

(f) Maps and Plans

- Maps and plans created by the City of Vincent;
- Maps and plans which have originated in State Government departments;
- Published and unpublished maps;
- Survey plans;
- Land subdivision and real estate plans;
- Architectural plans;
- Aerial photographs; and
- Maps relating to genealogy research.

(g) Archival Material

- Manuscript materials, handwritten or printed;
- Personal or family papers and memorabilia, such as journals, diaries, letters, greetings cards, invitations, drawings etc; and
- Archives of current and former community organizations.

(h) Council archives for items of historical interest to researchers

- Publications;
- Reports and documents;
- Plans;
- Images;
- Annual reports;
- Budget statements;
- Newsletters, brochures, pamphlets; and
- Visitor's books.

(i) Oral Histories

- Interviews with residents and former residents of the City of all ages and ethnic origins, relating to a variety of local subjects;
- Interviews with people who work or have formerly worked in the City;
- Interviews with people of note within the City or who were originally from the area;
- Create regular interview projects to form the Oral History Collection;
- Transcribe and index all interviews; and
- Provide online access to edited interviews and transcripts.

(j) Visual Recordings

- Accept loans of movie films and video tapes for digitizing;
- DVDs created by residents, businesses or City of Vincent departments; and
- Audio visual recordings of some interviews for possible use on the Local History website page.

(k) Artefacts

The Collection will generally not include artefacts due to the problems of storing and preserving such material. Items of local interest may be photographed and the photographs included in the collection.

Smaller items of local interest and those associated with special projects, which fit easily into storage boxes and on the shelves in the archive, may be collected.

2. METHODS OF ACQUISITION

(a) Purchase

- An annual budget to be provided for the purchase of relevant materials;
- Acquisition will be based on cost, rarity, storage space and user demand;
- High priority will be placed on items which fill gaps in the Collection;
- Book stock should be purchased where possible as State Library of WA copies can be requested by other libraries and may not return or not be available when required by a researcher;
- Multiple copies of key local texts are desirable in order to ensure that there are adequate resources for present and future needs. One copy may also be required for a loan copy if a book is not suitable to be used solely for reference; and
- Historically significant photographs may be purchased.

(b) Donations

- These should form an important source of acquisitions. Items will be accepted only without encumbrance and when relevant to the collection policy;
- A 'donor form' should be completed for each donation;
- All donations should be acknowledged; and
- The Local History Centre reserves the right, under special circumstances, to dispose of material at a later date.

(c) Subscriptions: Journals, websites.

(d) Copying: Copies may be acquired as photocopies, scans or digital files.

(e) Exchange: May occur with collectors in other areas, e.g. City of Perth. Materials become part of the Collection in the same manner as donations.

- (f) **Deposit:** Archival deposits of materials from community organisations (especially those that have ceased operation), and City of Vincent generated items e.g. photographs. Consideration will be given to size of the Collection, value, permanency, space and funding before accepting.
- (g) **Creation:** The Local History Centre will create materials and publications in a variety of ways including:
- Oral History Interviews;
 - Photographic Projects;
 - Publishing Books;
 - Brochures and Pamphlets;
 - Newsletters; and
 - Notes and Guides.

3. LOCAL HISTORY AWARDS

Conduct annual Local History Awards to encourage people to contribute to the Collection. All entries become part of the Local History Collection. Categories will include photographs annually with written entries biennially. Special topics may be included to promote projects, topical subjects or gaps in the Collection.

4. ORGANISATION AND RECORDING

Items will be organised in a manner which gives the greatest access to their content, with consideration to the various formats in which they may be held.

(a) Books

- To be fully catalogued using Dewey Decimal Code as with the other library stock;
- A brief synopsis including keywords to be included in the 520 description field; and
- Subject headings to be added using Local Subject Headings list compiled by Local History Librarian.

(b) Newspapers

Local newspapers:

- One copy to be archived in archival box, with no public access;
- One copy to be stored in archival box, which may be accessed for enquiries; and
- Two copies to be used for clippings, to be copied onto archival paper and filed in subject vertical files.

West Australian, Sunday Times and other Newspapers:

- Relevant articles will be clipped and copied onto archival paper and filed in subject vertical files;
- The original plus an archival copy will be archived in an archival box. The original to be stored in an enclosure to prevent direct contact with archival copy; and
- Key Western Australian newspapers up to the mid 1950s can be accessed at www.trove.nla.gov.au/newspaper . Provide link on Local History desktop icons and website.

(c) Photographs

- All photographs are to be scanned to form a digital collection;
- An accession register will be kept detailing the accession number, brief description, and donor;
- A *Donation of Photographs* agreement form to be completed by the donor for all photographs, providing date, description, and other relevant information;
- Photographs will be uploaded to the Local History Image Library which is accessed through the City of Vincent Library and Local History Centre web page at <http://www.vincent.wa.gov.au/Library/home>;
Descriptive fields include: title or assigned title/description, date range, medium, photographer if relevant, donor, subject descriptors, keywords, added notes, copyright details and if original is held;
- All photographs to be printed with a description and filed by accession number in archival file; and
- Originals, copies, negatives and transparencies to be filed by accession number in archival files stored in the archive.

(d) Ephemera

- Paper based material such as fliers and brochures to be inserted into a copy safe enclosure which is dated and filed in the appropriate archival ephemera subject file;
- An accession number to be allocated to each item;
- A catalogue entry to be made in the library management system for each subject file, which will include subject descriptors, keywords and notes. Individual items will not be catalogued; and
- Larger items to be stored in archival boxes in the archive, with individual catalogue records.

(e) Maps, plans and subdivision posters

Maps:

- All maps to be catalogued on Library Management System. Records should include creating agency, series title, year span, related series as well as scale, inserts, projection, type of map and subject descriptors;
- To be stored by size in either horizontal or vertical map cabinets or on the folio shelves in A3 archival display books; and
- Vertical and horizontal map cabinets to be arranged by suburb followed by accession number.

Plans:

- All plans to be sorted by subject and filed in appropriate horizontal map cabinet drawer; and
- Individual plans generated by the City will not be catalogued; and A unit entry catalogue record for each subject will be created to guide user to each set of plans, with an accession number allocated to each plan. House plans may be catalogued individually.

Subdivision Posters:

- To be catalogued on Library Management System. Records should include creating agency, date or estimated date, description subject headings and keywords;
- To be stored by size in either vertical map cabinet or on the folio shelves in A3 archival display books; and
- Vertical map cabinet posters to be arranged by suburb followed by accession number.

(f) Oral Histories

- To be recorded in an accessions register with accession number, name of interviewee and date of interview;
- Digital interviews to have master record stored on server. Backup copies to be on two portable hard drives, one of which is stored in the local history safe box. An archival disk will also be stored in the archive;
- Recordings made on magnetic tape to be digitized. Master copies archived in a metal filing cabinet in accession order. (Copies in library cassette covers created prior to digital technology to be discarded);
- Interviews to be transcribed as edited (rather than verbatim) transcripts and sent to interviewee for corrections and additions;
- Final transcripts to be printed on archival paper and filed in accession order in vertical filing cabinet. Any accompanying photographs to be copied and added to transcripts;
- All transcripts to be indexed;
- All interviews and transcripts to be entered into library management system. Information to include interviewee, interviewer, an assigned title, subject descriptors, keywords, project title, duration or pagination, copyright, and accession number;

- All oral history recordings should be accompanied by an *"Oral history interview: conditions of interview and use"* agreement form; and
- Short extracts of interviews and transcripts or abstracts to be made available online, accessed via the Local History web page, to promote the Oral History Collection.

(g) Online resources

- Provide links and guides to websites developed by the City to assist in the interpretation of our history;
- Provide links and guides to subscription websites; and
- Provide links and guides to useful websites for researchers.

(h) Visual recordings

- To be catalogued and accessed within the Collection using the Library Management System.

PRESERVATION AND SAFE STORAGE

It is essential that all items in the collection are correctly stored utilising best practice standards to ensure their longevity. This can be achieved by: the following:

- Maintain an archival room, built to archival standards, which is in close proximity to the remainder of the Collection. This is temperature, dust and light controlled, insect free and fire proof to facilitate the optimal storage conditions for the preservation of archival materials. (Archival materials may include local newspapers, manuscripts, personal or family papers, memorabilia, photographs and negatives, original oral history tapes, and archives of current and former organisations.)
- Provide the most appropriate archival methods of storage and access for items utilising archival paper and folders, mylar and copy safe enclosures and display books, polypropylene boxes and metal cabinets and shelving.
- Create digital copies or records for preservation.
- Assess any preservation or conservation work required and obtain professional services if necessary or perform in-house.

5. ACCESS TO THE COLLECTION

- The Collection is reference only and no items may be borrowed, except under special circumstances at the discretion of the Local History Librarian;
- Access is provided to all parts of the Collection, except those of a sensitive or delicate nature. Items in the archive must be retrieved by the local history staff and brought into the Local History Centre for researchers;
- Access will only be available under staff supervision when the Local History Centre is open. The Local History Centre will be locked when no supervision is available due to the irreplaceable nature of the Collection;
- Supply large tables within the Local History Centre so that no items need to be removed from the Centre to be inspected;

- Photocopying facilities in the Centre to allow supervision of materials belonging to the collection at all times;
- Ability for researchers to save digital files to portable devices from computers;
- Access to the content of the Collection will be through the library management system, the Local History Image Library, Local History Centre vertical files and shelf guides and the Local History webpage;
- Staff will assist in guiding the public in accessing the Collection. Where a written enquiry or email is received from a researcher unable to visit the Centre, research may be carried out by staff, depending on anticipated time involved;
- Staff will assist the public in the use of online resources. Tutorials and workshops will be given on using subscription and other useful websites;
- To minimise damage to materials the use of pencils will be encouraged; and
- Guidance to appropriate websites and other collections will be given if the information is not held in the Collection.

6. PROMOTION

- Published books, pamphlets and brochures will be created to promote the Collection and history of the area. This will be promoted online and around the Vincent and wider community;
- Displays and exhibitions in the Local History Centre, library, council offices or other public areas and events;
- Use of the website, online newsletters and social media to foster awareness of the Local History Centre and to encourage use and participation in contributing to the Collection;
- Hold workshops, tutorials and regular speakers in the Local History Centre;
- To publish a quarterly newsletter, available in hard copy and online;
- To supply promotional articles for The Vine, (library monthly online newsletter) City of Vincent News and promotions in the local newspapers and West Australian "Can you Help?" column;
- To encourage involvement of local community groups;
- To establish a Friends of Local History Group and encourage volunteers;
- To continue with the annual Local History Awards to enhance awareness of and create acquisitions for the Collection; and
- Work with local schools to promote the use of the Collection. Encourage school visits or make classroom visits.

CITY OF VINCENT POLICY MANUAL
COMMUNITY SERVICES
LIBRARY AND LOCAL HISTORY SERVICES
POLICY NO: 3.11.2
LOCAL HISTORY COLLECTION MANAGEMENT POLICY



CITY OF VINCENT

**DONATION OF PUBLISHED MATERIAL TO THE
CITY OF VINCENT LOCAL HISTORY COLLECTION**

Please complete in **BLOCK LETTERS** and strike out irrelevant parts.

I/ we

of (address)

EmailPhone

being the sole owner(s) donate the item(s) listed below to the City of Vincent Local History Collection.

I give it/them free of encumbrances and declare that I make the donation of my own free will.

Any ownership or other interest which I may possess in the donated item(s) is hereby transferred and assigned to the City of Vincent Local History Collection.

Special Conditions:

DESCRIPTION OF ITEMS

Signed by the DonorDated

Signed on behalf of the City Of Vincent Local History Collection

.....Dated

CITY OF VINCENT POLICY MANUAL
COMMUNITY SERVICES
LIBRARY AND LOCAL HISTORY SERVICES
POLICY NO: 3.11.2
LOCAL HISTORY COLLECTION MANAGEMENT POLICY

**LOAN OF UNPUBLISHED MATERIAL FOR COPYING
TO THE CITY OF VINCENT LOCAL HISTORY COLLECTION**

Please complete in **BLOCK LETTERS** and strike out irrelevant parts:

I/We
Of (Address)
Email Phone

lend to the City of Vincent Local History Collection for copying the items listed in the schedule below, subject to the following conditions:

1. The copies made may be inspected or read by approved readers.
2. The Library may supply further copies for research or private study of any of the items listed below.
3. The Library may make further copies for display purposes both within the library, and at other locations at the discretion of the Librarian.
4. Special conditions:

DESCRIPTION OF ITEMS

Signed by the Donor Dated

Signed on behalf of the City Of Vincent Local History Collection

..... Dated

Original to be (please circle)	Returned by post	Date returned.....
	Collected	Date returned.....

CITY OF VINCENT POLICY MANUAL
COMMUNITY SERVICES
LIBRARY AND LOCAL HISTORY SERVICES
POLICY NO: 3.11.2
LOCAL HISTORY COLLECTION MANAGEMENT POLICY



CITY OF VINCENT

**DONATION OF UNPUBLISHED MATERIAL TO
THE CITY OF VINCENT LOCAL HISTORY COLLECTION**

Please complete in **BLOCK LETTERS** and strike out irrelevant parts.

I/ we
Of (address).....
Email; Phone:

being the sole owner(s) donate the item(s) listed below to the City of Vincent Local History Collection.

I give it/them free of encumbrances and declare that I make the donation of my own free will.

Any ownership, copyright or other interest which I may possess in the donated item(s) is hereby transferred and assigned to the City of Vincent Local History Collection.

Special Conditions:

DESCRIPTION OF ITEMS

Signed by the Donor Dated

Signed on behalf of the City of Vincent Local History Collection
..... Dated

CITY OF VINCENT POLICY MANUAL
COMMUNITY SERVICES
LIBRARY AND LOCAL HISTORY SERVICES
POLICY NO: 3.11.2
LOCAL HISTORY COLLECTION MANAGEMENT POLICY



CITY OF VINCENT

DONATION OF PHOTOGRAPHS TO THE LOCAL HISTORY COLLECTION

Please complete in **BLOCK LETTERS**

I/We

Of (Address).....

Email: Phone:

being the owner(s) hereby **donate originals / lend for copying** to the City of Vincent Local History Collection the photographs listed in the schedule below:

Schedule of Photo Numbers:

.....
.....
.....
.....

(See attached sheets with photograph details)

Please initial the boxes

- I give permission to the City of Vincent Local History Centre to use the photographs I have provided for exhibition, library catalogues, web sites, documents and publications in any media without restriction.
- I agree that the City of Vincent Local History Centre may make minor modifications to the image by any digitisation process for design or other purposes as required.
- Copying:** The library may supply copies for the purpose of research and study, exhibition and publication to clients. I **do / do not** (please circle) wish to be contacted for permission each time a request is made to use photographs I have donated for exhibition or publication purposes.

Special conditions

Signed by the Donor..... Dated

Signed on behalf of the Local History Centre Dated

CITY OF VINCENT POLICY MANUAL
COMMUNITY SERVICES
LIBRARY AND LOCAL HISTORY SERVICES
POLICY NO: 3.11.2
LOCAL HISTORY COLLECTION MANAGEMENT POLICY



CITY OF VINCENT
DONATION TO ARCHIVE OF
CITY OF VINCENT LOCAL HISTORY COLLECTION

Please complete in **BLOCK LETTERS** and strike out irrelevant parts.

I/ we
Of (address).....

Email Phone

donate the item(s) listed below/ attached to lodged in the City of Vincent Local History Collection Archives.

or

I donate the item(s)

On behalf of

I give it/them free of encumbrances.

Any ownership, copyright or other interest which the above may possess in the donated item(s) is hereby transferred and assigned to the City of Vincent Local History Collection.

Special Conditions:

DESCRIPTION OF ITEMS

Signed by the Donor Dated

Signed on behalf of the City of Vincent Local History Collection

..... Dated



CITY OF VINCENT

LOCAL HISTORY CENTRE

ORAL HISTORY INTERVIEW: CONDITIONS OF INTERVIEW AND USE

I.....agree to be interviewed by an officer or agent of the Local History Collection.

I understand that the following conditions apply:

1. Copyright in the recording and transcript of it belongs to the City of Vincent represented by the City of Vincent Local History Centre.
2. The interview will be transcribed and may be edited. I will be provided with a copy of it and may correct any errors which may have occurred, and make any additions or deletions I feel appropriate.
3. I understand that a copy of the edited transcript will be provided for my personal use. I will retain the right to quote from it or use it in part or in full. Where such use occurs, the contribution of the City of Vincent Local History Centre will be acknowledged.
4. The Local Studies & History Collection may provide access to the recording and transcript to researchers.
5. Copies of the recording and transcript will be lodged in the City of Vincent Library and Local History Centre for use by researchers and students.
6. The City of Vincent Local History Centre may at its discretion provide copies of the recording and / or transcript to researchers or family members. In each case, my contribution as the interviewee will be acknowledged.
7. I recognize that the interview may be of interest to future researchers, resulting in requests to publish or broadcast excerpts or the whole work. Where the City of Vincent Local History Centre arranges such publication or broadcast, my contribution as the interviewee will be acknowledged.
8. I may make special conditions about the use of my interview as detailed below.

I acknowledge the above as the conditions which will govern the interview and its recording, transcript and subsequent use.

Interviewee Signed	Print Name
Address	
Phone	Date
Interviewer signed:	Print name
Date	

Thank you for your participation and co-operation in our project. The recollections and personal observations contained in our Oral History Collection are a valuable addition to the knowledge of the City of Vincent.

7.4 REPEAL OF CODE OF TENDERING POLICY (1.2.2)

Attachments: 1. **Code of Tendering Policy (1.2.2)** [↓](#) 

RECOMMENDATION:

That Council REPEAL the Code of Tendering Policy (1.2.2) at Attachment 1.

PURPOSE OF REPORT:

To repeal the Code of Tendering Policy (1.2.2) which is now obsolete following adoption of the Purchasing Policy and Procurement Framework in November 2020.

BACKGROUND:

On 11 July 2000, Council adopted the Code of Tendering Policy. The objectives of the Policy were to provide tendering principles and processes that would ensure probity, transparency, consistency, value for money, accountability, and conflict of interest. The Policy was reviewed in 2005 and again in 2010 with no further amendments.

In July 2020 administration undertook a review of the City's Purchasing Policy and amendments reflected new legislative requirements, and updates to align with current practices and the City's strategic priorities.

On 17 November 2020, Council adopted the amended Purchasing Policy.

DETAILS:

The City's Purchasing Policy and Procurement Framework, adopted on 17 November 2020, incorporates the principles set out in the Code of Tendering Policy. Therefore, administration is proposing Council repeals the current Code of Tendering Policy.

The Code of Tendering Policy has now become obsolete and provides minimal direction in regard to the City's tendering process.

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

Proposed objective of the new policy:

The Policy is recommended to be repealed.

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

The review and update of the City's new Purchasing Policy and updated Procurement Framework replaces the Code of Tendering Policy.

How the objectives align with the SCP:

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

Examples of current / best practice:

Not applicable.

Proposed level of community engagement required:

Not applicable.

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

The Code of Tendering Policy is being repealed and replaced by the recently updated Purchasing Policy.

The Purchasing Policy falls within the scope of a policy as its purpose is to be a “*general rule or principle which is required to provide clear direction to Administration on the day to day management of the City.*”

CONSULTATION/ADVERTISING:

Nil

LEGAL/POLICY:

Nil

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to repeal the Code of Tendering Policy

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.

PUBLIC HEALTH IMPLICATIONS:

Nil

FINANCIAL/BUDGET IMPLICATIONS:

Nil

COMMENTS:

The objectives of the Code of Tendering Policy states that the policy “...provides guidelines for the Council's tendering system, that will ensure probity, transparency of process, consistency, value for money, accountability, and conflict of interest are all properly addressed and documented”. These objectives have been included in the City's Purchasing Policy and Purchasing Framework. The Purchasing Framework is the procedural document that advises and guides staff on the process to be used when purchasing goods and/or services on behalf of the City, while complying with the Local Government Act and Regulations and adhering to best practice.

The Code of Tendering Policy Statement states that the Council resolved to adopt the WALGA Model Code of Tendering with minor alterations and that the Policy is to be read in conjunction with the Code of Tendering document. However, WALGA replaced its Code of Tendering document with a Procurement Toolkit. The City's current Purchasing Policy and Procurement Framework are based on the information provided in WALGA's Procurement Toolkit.

POLICY NO: 1.2.2**CODE OF TENDERING****OBJECTIVES**

This policy provides guidelines for the Council's tendering system, that will ensure probity, transparency of process, consistency, value for money, accountability, and conflict of interest are all properly addressed and documented.

POLICY STATEMENT

The Council resolved, at its meeting held on 11 July 2000, to adopt the Western Australian Local Government Association (WALGA) Model Code of Tendering with minor alterations.

(This Policy is to be read in conjunction with the Code of Tendering document)

Date Adopted:	11 July 2000
Date Amended:	-
Date Reviewed:	11 October 2005, November 2010
Date of Next Review:	November 2015

7.5 INVESTMENT REPORT AS AT 28 FEBRUARY 2021

Attachments: 1. Investment Statistics as at 28 February 2021  

RECOMMENDATION:

That Council **NOTES** the Investment Statistics for the month ended 28 February 2021 as detailed in Attachment 1.

PURPOSE OF REPORT:

To advise Council of the nature and value of the City's Investments as at 28 February 2021 and the interest amounts earned year to date.

BACKGROUND:

The City's surplus funds are invested in bank term deposits for various terms to facilitate maximum investment returns in accordance to 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**

- 3 new term deposits have been opened with Macquarie Bank. These deposits relate to the City's reserve funds.
 - (a)
- The City's non-fossil fuel exposure has been maintained at the same levels for the past few months due to the following reasons:
 - Record low interest rates offered by banks divested in fossil fuel activities; and
 - Smaller divested banks have capped the number of term deposits they can undertake due to surplus cash positions primarily fuelled by low borrowing costs in the market.

Investment Status

As at 28 February 2021, the total funds held in the City's operating account (including on call) is \$38,487,371. Interest bearing term deposits account for \$30,813,182 and the remaining \$7,674,189 is held in a non-interest bearing account.

The following table shows funds under management for the previous and current year: -

Month Ended	2019/20		2020/21	
	Total funds held	Total term deposits	Total funds held	Total term deposits
July	\$32,209,493	\$26,105,854	\$21,740,955	\$17,906,824
August	\$49,641,327	\$44,977,692	\$26,788,392	\$16,238,861
September	\$44,876,698	\$41,017,535	\$38,460,372	\$23,921,321
October	\$46,846,286	\$37,782,515	\$37,495,284	\$34,251,899
November	\$46,118,236	\$36,123,083	\$39,183,018	\$35,651,552
December	\$38,557,295	\$34,633,796	\$38,061,941	\$33,065,398
January	\$37,915,806	\$33,773,707	\$38,678,150	\$33,457,047

Month Ended	2019/20		2020/21	
	Total funds held	Total term deposits	Total funds held	Total term deposits
February	\$35,377,640	\$33,681,961	\$38,487,371	\$30,813,182
March	\$33,969,162	\$28,466,025		
April	\$30,832,893	\$25,975,451		
May	\$28,935,398	\$22,319,031		
June	\$25,079,463	\$17,565,310		

Total accrued interest earned on investments as at 28 February 2021 is:

Total Accrued Interest Earned on Investment	Original Budget	Revised Budget	Budget YTD	Actual YTD	% of FY Budget
Municipal	\$230,000	\$100,000	\$54,785	\$51,314	93.66%
Reserve	\$180,205	\$130,205	\$92,654	\$64,194	69.3%
Subtotal	\$410,205	\$230,205	\$147,439	\$115,508	78.34%
Leederville Gardens Inc. Surplus Trust*	\$0	\$0	\$0	\$41,256	0.00%
Total	\$410,205	\$230,205	\$147,439	\$156,764	106.32%

*Interest estimates for Leederville Gardens Inc. Surplus Trust were not included in the 2020/21 Budget as actual interest earned is restricted.

The City has a weighted average interest rate of 0.5% for current investments whereas the Reserve Bank 90 days accepted bill rate for February 2021 is 0.01%.

Commonwealth bank have advised administration that the online Saver interest rate of 0.2% will be reduced to 0.1% from the 1st April 2021 due to the current economic conditions.

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 lenders but will potentially result in a lower rate of return.

Administration utilises 'Market Forces' to ascertain the level of exposure banks have in fossil fuel activities and utilises a platform called 'Yield Hub' to determine daily interest rates published by banks.

As at 28 February 2021, \$2,000,000 (5%) of the City's investments are held in Members Equity Bank (ME Bank) considered to be divested in fossil fuel related activities.

The following guidelines have been established to manage the City's investments, including maximum investment ratios:

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum % with any one institution		Maximum % of Total Portfolio	
	Policy	Current position	Policy	Current position
A1+	30%	33.1%*	90%	55.6%
A-1	25%	8.7%	80%	8.7%
A-2	20%	16.2%	60%	35.6%

* The portfolio limit has exceeded due to 2 term deposits maturing late in the month resulting in additional monies being held in the CBA account. These will be invested in March.

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:

The power to invest is governed by the *Local Government Act 1995*.

“6.14. Power to invest

- (1) *Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds under the Trustees Act 1962 Part III.*
- (2A) *A local government is to comply with the regulations when investing money referred to in subsection (1).*
- (2) *Regulations in relation to investments by local governments may —*
 - (a) *make provision in respect of the investment of money referred to in subsection (1); and*
 - (b) *deleted]*
 - (c) *prescribe circumstances in which a local government is required to invest money held by it; and*
 - (d) *provide for the application of investment earnings; and*
 - (e) *generally provide for the management of those investments.*

Further controls are established through the following provisions in the *Local Government (Financial Management) Regulations 1996*:

19. Investments, control procedures for

- (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
- (2) *The control procedures are to enable the identification of —*
 - (a) *the nature and location of all investments; and*
 - (b) *the transactions related to each investment.*

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) *In this regulation —*
 - authorised institution** means —
 - (a) *an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*
 - (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;*
 - foreign currency** means a currency except the currency of Australia.
- (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
 - (a) *deposit with an institution except an authorised institution;*
 - (b) *deposit for a fixed term of more than 3 years;*
 - (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
 - (d) *invest in bonds with a term to maturity of more than 3 years;*
 - (e) *invest in a foreign currency.”*

Council has delegated the authority to invest surplus funds to the Chief Executive Officer or his delegate to facilitate prudent and responsible investment.

RISK MANAGEMENT IMPLICATIONS:

Low: Administration has developed effective controls to ensure funds are invested in accordance with the City's Investment Policy. This report enhances transparency and accountability for the City's investments.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

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

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any environmental sustainability outcomes.

PUBLIC HEALTH IMPLICATIONS:

This is not in keeping with any of the priority health outcomes of the City's *Public Health Plan 2020-2025*.

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications of this report are as noted in the details section of the report. Administration is satisfied that appropriate and responsible measures are in place to protect the City's financial assets.

**CITY OF VINCENT
INVESTMENT PORTFOLIO
AS AT 28 FEBRUARY 2021**

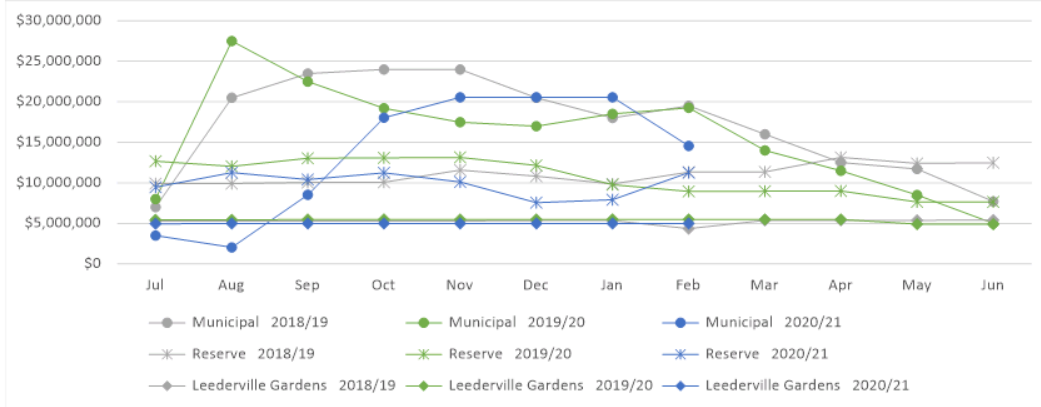
	Municipal	Reserve	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	%
BY INVESTMENT HOLDINGS					
Municipal Account	7,592,046	82,143	0	7,674,189	19.9%
Online Saver	5,067,609	0	0	5,067,609	13.2%
Term Deposits	9,500,000	11,265,427	4,980,146	25,745,573	66.9%
	22,159,655	11,347,570	4,980,146	38,487,371	100.0%
BY INSTITUTION					
Bank of Queensland	3,500,000	1,100,396	892,499	5,492,895	14.3%
Commonwealth Bank of Australia	12,659,655	82,143	0	12,741,798	33.1%
Members Equity Bank Ltd.	2,000,000	0	0	2,000,000	5.2%
National Australia Bank	1,500,000	1,500,000	0	3,000,000	7.8%
Westpac Banking Corp	0	1,585,451	4,087,647	5,673,098	14.7%
AMP Bank	2,500,000	3,725,729	0	6,225,729	16.2%
Macquarie Bank	0	3,353,851	0	3,353,851	8.7%
	22,159,655	11,347,570	4,980,146	38,487,371	100.0%
BY CREDIT RATINGS (SHORT-TERM ISSUE)					
A-1+	14,159,655	3,167,594	4,087,647	21,414,896	55.7%
A-1	0	3,353,851	0	3,353,851	8.7%
A-2	8,000,000	4,826,125	892,499	13,718,624	35.6%
	22,159,655	11,347,570	4,980,146	38,487,371	100.0%
BY TERMS					
0-30 days	12,659,655	82,143	0	12,741,798	33.1%
31-90 days	0	0	0	0	0.0%
91-180 days	7,500,000	853,851	0	8,353,851	21.7%
181-270 days	2,000,000	5,685,847	892,499	8,578,346	22.3%
270-365 days	0	4,725,729	4,087,647	8,813,376	22.9%
	22,159,655	11,347,570	4,980,146	38,487,371	100.0%
BY MATURITY					
0-30 days	14,659,655	1,182,539	892,499	16,734,693	43.5%
31-90 days	4,500,000	3,385,451	0	7,885,451	20.5%
91-180 days	3,000,000	4,279,580	4,087,647	11,367,227	29.5%
181-270 days	0	2,500,000	0	2,500,000	6.5%
	22,159,655	11,347,570	4,980,146	38,487,371	100.0%
BY FOSSIL FUEL EXPOSURE (as determined by www.marketforces.org.au)					
Fossil Fuel Lending	20,159,655	11,347,570	4,980,146	36,487,371	94.8%
Non Fossil Fuel Lending	2,000,000	0	0	2,000,000	5.2%
	22,159,655	11,347,570	4,980,146	38,487,371	100.0%

**CITY OF VINCENT
CURRENT INVESTMENT HOLDING
AS AT 28 FEBRUARY 2021**

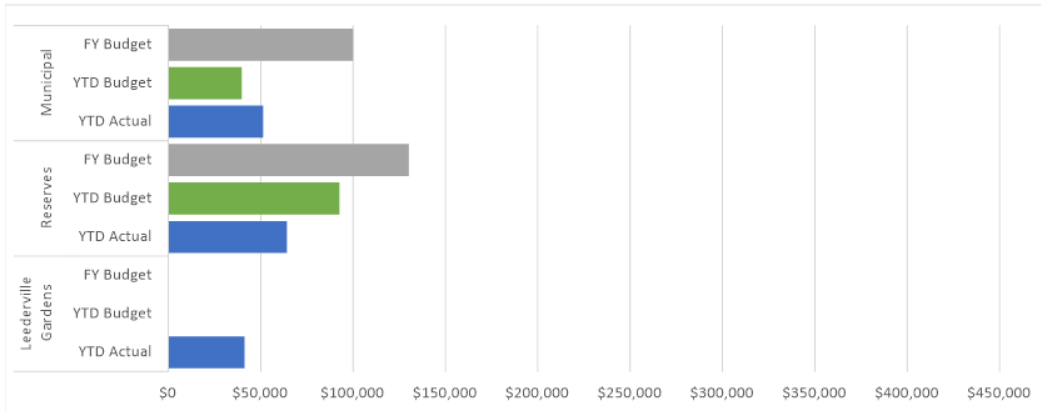
Funds	Institution	Investment Date	Maturity Date	Term	Interest Rate	Principal \$
<u>OPERATING ACCOUNTS</u>						
Municipal Reserve	Commonwealth Bank of Australia				0.00%	7,592,046
	Commonwealth Bank of Australia				0.00%	82,143
Total Operating Funds						7,674,189
<u>ONLINE SAVER</u>						
Municipal	Commonwealth Bank of Australia		Ongoing		0.20%	5,067,609
Total						5,067,609
<u>TERM DEPOSITS</u>						
Reserve	Bank of Queensland	18/06/2020	15/03/2021	270	1.08%	1,100,396
Leederville Gardens Inc Surplus Trust	Bank of Queensland	18/06/2020	15/03/2021	270	1.08%	892,499
Leederville Gardens Inc Surplus Trust	Westpac Banking Corp	22/07/2020	28/06/2021	341	0.95%	2,147,499
Reserve	Westpac Banking Corp	18/08/2020	12/04/2021	237	0.75%	1,585,451
Reserve	AMP Bank	18/08/2020	17/05/2021	272	0.80%	1,800,000
Leederville Gardens Inc Surplus Trust	Westpac Banking Corp	01/09/2020	16/08/2021	349	0.80%	1,940,148
Reserve	AMP Bank	27/10/2020	29/07/2021	275	0.55%	1,925,729
Municipal	Members Equity Bank Ltd.	27/10/2020	15/03/2021	139	0.50%	2,000,000
Municipal	Bank of Queensland	27/10/2020	27/04/2021	182	0.50%	2,000,000
Municipal	AMP Bank	26/11/2020	24/05/2021	179	0.70%	2,500,000
Municipal	Bank of Queensland	29/01/2021	28/06/2021	150	0.30%	1,500,000
Municipal	National Australia Bank	29/01/2021	26/07/2021	178	0.30%	1,500,000
Reserve	National Australia Bank	29/01/2021	20/09/2021	234	0.30%	1,500,000
Reserve	Macquarie Bank	01/02/2021	16/08/2021	196	0.30%	1,500,000
Reserve	Macquarie Bank	01/02/2021	01/11/2021	273	0.55%	1,000,000
Reserve	Macquarie Bank	01/02/2021	15/06/2021	134	0.45%	853,851
Total Term Deposits						25,745,573
Total Investment Including At Call						38,487,371

**CITY OF VINCENT
INVESTMENT PERFORMANCE
AS AT 28 FEBRUARY 2021**

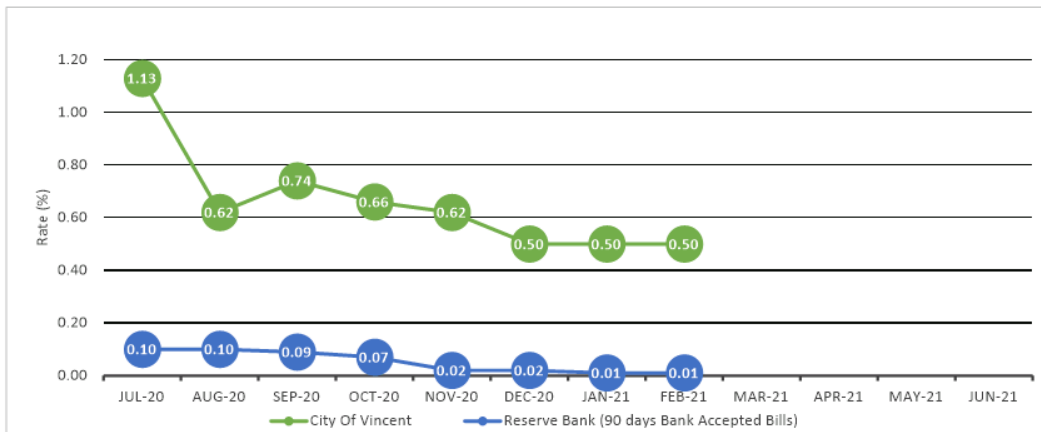
FUNDS INVESTED (ONLINE SAVER AND TERM DEPOSITS)



INTEREST EARNINGS

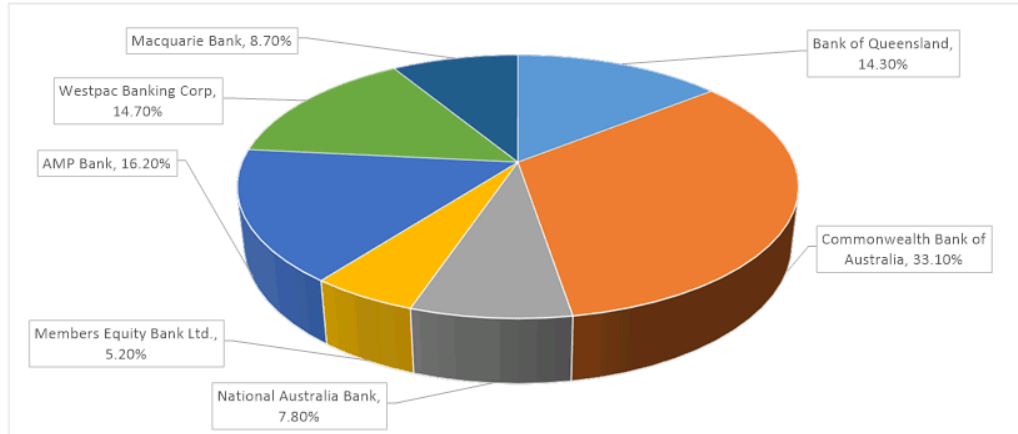


INTEREST RATE COMPARISON

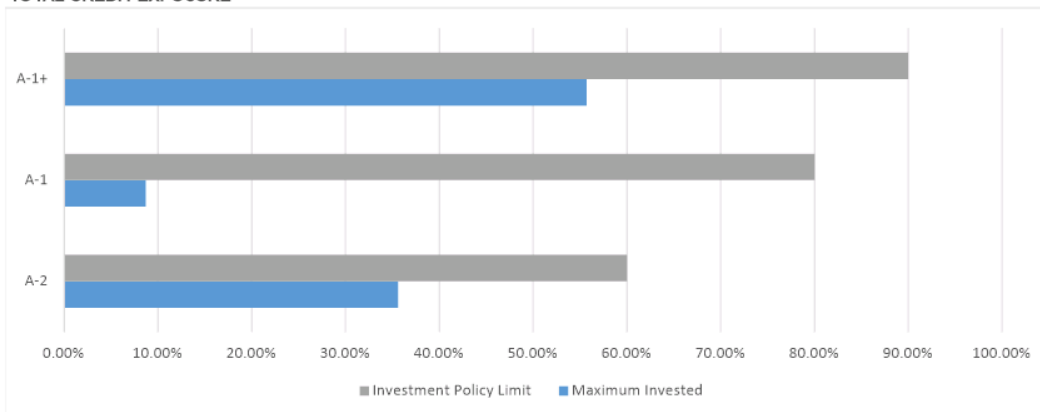


**CITY OF VINCENT
INVESTMENT POLICY COMPLIANCE
AS AT 28 FEBRUARY 2021**

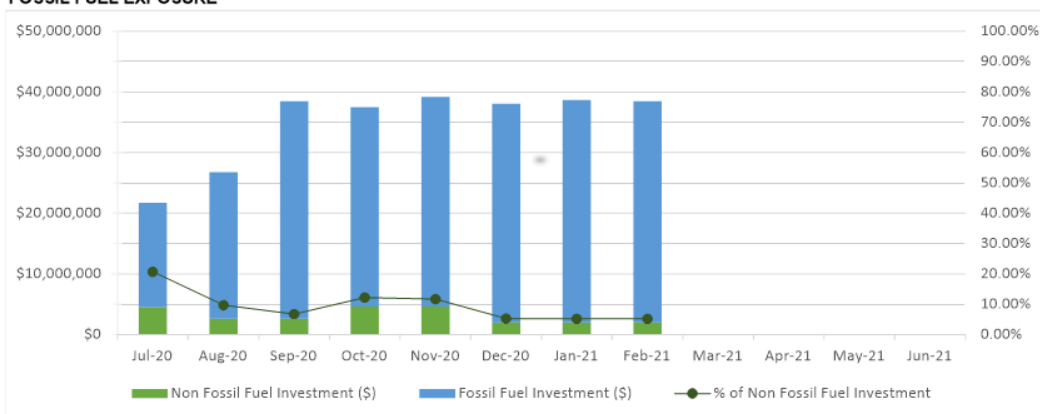
TOTAL PORTFOLIO EXPOSURE



TOTAL CREDIT EXPOSURE



FOSSIL FUEL EXPOSURE






* Selection of non fossil fuel investments is based on information provided by www.marketforces.org.au.

**CITY OF VINCENT
INVESTMENT INTEREST EARNINGS
AS AT 28 FEBRUARY 2021**

	YTD 28/02/2021 \$	YTD 28/02/2020 \$	FY 2020/21 \$	FY 2019/20 \$
MUNICIPAL FUNDS				
Budget	39,785	280,000	100,000	250,000
Interest Earnings	51,314	229,490	51,314	297,684
% Income to Budget	128.98%	81.96%	51.31%	119.07%
RESERVE FUNDS				
Budget	92,654	185,792	130,205	200,000
Interest Earnings	64,194	176,472	64,194	223,720
% Income to Budget	69.28%	94.98%	49.30%	111.86%
LEEDERVILLE GARDENS INC SURPLUS TRUST				
Budget	0	0	0	0
Interest Earnings	41,256	64,178	33,239	29,316
% Income to Budget	0.00%	0.00%	0.00%	0.00%
TOTAL				
Budget	132,439	465,792	230,205	450,000
Interest Earnings	156,764	470,140	148,747	550,720
% Income to Budget	118.37%	100.93%	64.62%	122.38%
Variance	24,325	4,348	(81,458)	100,720
% Variance to Budget	18.37%	0.93%	-35.38%	22.38%
TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)				
Budget	132,439	465,792	230,205	450,000
Interest Earnings	115,508	405,962	115,508	521,404
% Income to Budget	87.22%	87.16%	50.18%	115.87%
Variance	(16,931)	(59,830)	(114,697)	71,404
% Variance to Budget	-12.78%	-12.84%	-49.82%	15.87%

7.6	AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 FEBRUARY 2021 TO 28 FEBRUARY 2021
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- Attachments:**
1. **Payments by EFT and Payroll February 21** [↓](#) 
 2. **Payments by Cheque February 21** [↓](#) 
 3. **Payments by Direct Debit February 21** [↓](#) 

RECOMMENDATION:

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 February 2021 to 28 February 2021 as detailed in Attachments 1, 2 and 3 as summarised below:

EFT payments, including payroll	\$3,704,349.46
Cheques	\$2,378.69
Direct debits, including credit cards	\$172,090.20
Total payments for February 2021	\$3,878,818.35

PURPOSE OF REPORT:

To present to Council the list of expenditure and accounts paid for the period 1 February 2021 to 28 February 2021.

BACKGROUND:

Council has delegated to the Chief Executive Officer (Delegation No. 2.2.18) the power to make payments from the City's Municipal and Trust funds. In accordance with *Regulation 13(1) of the Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The list of accounts paid must be recorded in the minutes of the Council Meeting.

DETAILS:

The Schedule of Accounts paid for the period 1 February 2021 to 28 February 2021, covers the following:

FUND	CHEQUE NUMBERS/ BATCH NUMBER	AMOUNT
Municipal Account (Attachment 1, 2 and 3)		
EFT Payments	2641 – 2648	\$2,531,465.95
Payroll by Direct Credit	February 2021	\$1,172,883.51
Sub Total		\$3,704,349.46
Cheques		
Cheques	82651 - 82653	\$2,378.69
Sub Total		\$2,378.69

Direct Debits (including Credit Cards)

Lease Fees	\$395.84
Loan Repayments	\$100,782.60
Bank Charges – CBA	\$60,477.37
Credit Cards	\$10,434.39
Sub Total	\$172,090.20
Total Payments	\$3,878,818.35

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Regulation 12(1) and (2) of the *Local Government (Financial Management) Regulations 1996* refers, i.e.-

“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* refers, i.e.-

“13. *Lists of Accounts*

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

RISK MANAGEMENT IMPLICATIONS:

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

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

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

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

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure covered in this report includes various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

All municipal fund expenditure included in the list of payments is in accordance with Council's annual budget.

Creditors Report - Payments by EFT and Payroll			
01/02/21 to 28/02/21			
Date	Payee	Description	Amount
24/02/2021	A Austin	Fitness instructor fees	\$ 56.84
03/02/2021	A Di Marco	Refund of duplicate crossover bond payment	\$ 275.00
24/02/2021	A Haygarth	Photography services - Big Blue Head	\$ 260.00
24/02/2021	A Lazarus	Fitness instructor fees	\$ 113.68
24/02/2021	A Marriott	Expense reimbursement - Lunch and Learn prize vouchers	\$ 80.00
03/02/2021	A Thomson	Part refund of Beatty Park Leisure Centre fees	\$ 440.93
03/02/2021	ABC Distributors WA	Supply of washroom consumables	\$ 3,588.20
03/02/2021	Academy Services WA Pty Ltd	Cleaning services and cleaning materials - various locations	\$ 42,286.79
24/02/2021	Access Icon Pty Ltd	Supply of conversion slabs	\$ 5,448.30
03/02/2021	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 1,419.00
24/02/2021	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 1,419.00
24/02/2021	Addstyle Constructions Pty Ltd	Refund of infrastructure bond	\$ 4,000.00
03/02/2021	Advanced Spatial Technologies Pty Ltd	File editing software - additional licence	\$ 555.50
24/02/2021	Afgri Equipment Australia Pty Ltd	Plant repairs and maintenance	\$ 790.59
03/02/2021	Akwaaba African Drumming	African drumming workshop - school holiday activity	\$ 385.00
24/02/2021	Alerton Australia	Geothermal monitoring - BPLC	\$ 2,816.00
03/02/2021	Alinta Energy	Gas charges - various locations	\$ 154.55
24/02/2021	Alinta Energy	Gas charges - various locations	\$ 1,932.30
18/02/2021	Ampol Australia Petroleum Pty Ltd	Fuel and oils	\$ 23,987.74
24/02/2021	Andantino Pty Ltd T/A Outdoor World	Refund of infrastructure bond	\$ 750.00
03/02/2021	Anna Cappelletta	Fitness instructor fees	\$ 420.00
24/02/2021	Anna Cappelletta	Fitness instructor fees	\$ 1,260.00
24/02/2021	Annagrove Pty Ltd	Reimbursement from heritage assistance fund	\$ 2,855.00
24/02/2021	APARC	Central management system, software licensing, meter maintenance, sensor maintenance, credit card test transactions and Ticketor enforcement; remove, relocate and upgrade six parking meters	\$ 41,682.87
03/02/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 12,524.72
24/02/2021	Apollo Plumbing and Gas Pty Ltd	Plumbing services - various locations	\$ 388.00
03/02/2021	Aqueo Import & Distribution Pty Ltd	Merchandise - BPLC	\$ 7,299.71
24/02/2021	Artery Media Solutions	Removal of eco Christmas tree from Mary Street Piazza; return to Depot	\$ 1,100.00
24/02/2021	Asphaltech Pty Ltd	Asphalt supplies	\$ 4,545.41
24/02/2021	ATF Services Pty Ltd	Security fence - Cheriton Street; installation of camera - Monmouth Street	\$ 966.46
24/02/2021	Australia Post	Postage charges	\$ 4,877.92
24/02/2021	Australia Post (Agency Commission)	Commission charges	\$ 670.19

Date	Payee	Description	Amount
03/02/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - Admin	\$ 330.00
11/02/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations	\$ 660.00
24/02/2021	Australian HVAC Services Pty Ltd	Air conditioning maintenance and repairs - various locations; ice machine repairs - Depot	\$ 2,970.00
03/02/2021	Australian Native Nurseries Group	Supply of plants	\$ 1,165.00
24/02/2021	Australian Outdoor Living (WA) Pty Ltd	Refund of infrastructure bond	\$ 750.00
08/02/2021	Australian Services Union	Payroll deduction	\$ 310.80
08/02/2021	Australian Taxation Office	Payroll deduction	\$ 179,973.00
24/02/2021	Autosweep WA	Hire of road sweepers - various locations	\$ 7,431.88
24/02/2021	Aveling	White card construction safety course	\$ 80.00
24/02/2021	Aveling Homes	Refund of infrastructure bond	\$ 3,000.00
03/02/2021	Award Contracting	Locating services - Litis Stadium	\$ 1,034.00
24/02/2021	Award Contracting	Locating services - various locations	\$ 1,463.00
24/02/2021	B Javid	Refund of parking permit	\$ 180.00
03/02/2021	B Okpara	Part refund of Beatty Park Leisure Centre fees	\$ 86.62
24/02/2021	Baileys Fertilisers	Supply of fertiliser	\$ 9,999.00
24/02/2021	BCITF Building & Construction Industry Training	Levy collection	\$ 11,444.24
24/02/2021	Benara Nurseries	Supply of plants	\$ 623.43
24/02/2021	BikeDr Cycle Services Pty Ltd	Light for electric bicycle	\$ 20.95
03/02/2021	Blackwoods	Hardware supplies - Depot	\$ 2,009.55
24/02/2021	Blackwoods	Hardware supplies - Depot	\$ 3,645.81
24/02/2021	Blank Clothing Australia	Supply of hats for swim school - BPLC	\$ 318.45
24/02/2021	Blue Heeler Trading	Uniform embroidery - BPLC	\$ 940.50
24/02/2021	Blue Zoo Holdings Pty Ltd	Staff training - cyber security	\$ 6,875.00
24/02/2021	Blyth Enterprises Pty Ltd	Supply of trolley - Depot	\$ 275.00
11/02/2021	Boral Construction Materials Group Limited	Concrete supplies	\$ 1,162.83
24/02/2021	Boral Construction Materials Group Limited	Concrete supplies	\$ 4,780.95
24/02/2021	Boya Equipment	Purchase of spray unit - Depot	\$ 23.10
03/02/2021	Boyan Electrical Services	Electrical services - various locations	\$ 6,355.11
11/02/2021	Boyan Electrical Services	Electrical services - West Parade	\$ 324.50
24/02/2021	Boyan Electrical Services	Electrical services - various locations	\$ 3,391.33
03/02/2021	Bridgestone Australia Ltd	Tyre services	\$ 276.43
24/02/2021	Bridgestone Australia Ltd	Tyre services	\$ 102.85
03/02/2021	Briskleen Supplies	Toiletry and cleaning products; sanipod service - BPLC	\$ 3,150.12
24/02/2021	Briskleen Supplies	Toiletry and cleaning products - BPLC	\$ 5,133.00
03/02/2021	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 3,472.05
24/02/2021	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 1,759.51
03/02/2021	Bunnings Trade	Hardware supplies - various locations	\$ 146.80
24/02/2021	Bunnings Trade	Hardware supplies - various locations	\$ 1,140.29

Date	Payee	Description	Amount
03/02/2021	C Finch	Expense reimbursement - parking at external meetings	\$ 106.03
03/02/2021	C Mellitchey	Part refund of Beatty Park Leisure Centre fees	\$ 55.45
24/02/2021	C Rossbach-Smith	Part refund of Beatty Park Leisure Centre fees	\$ 89.25
03/02/2021	C Saffer	Fitness instructor fees	\$ 65.00
24/02/2021	C Y Low	Part refund of dog registration	\$ 150.00
03/02/2021	Camstruct Design & Build	Refund of infrastructure bond	\$ 3,000.00
24/02/2021	Carramar Coastal Nursery	Supply of plants	\$ 123.75
03/02/2021	Charmaine Amanda Magness	Fitness instructor fees	\$ 227.36
24/02/2021	Charmaine Amanda Magness	Fitness instructor fees	\$ 170.52
08/02/2021	Child Support Agency	Payroll deduction	\$ 941.42
24/02/2021	Christou Nominees Pty Ltd	Design advisory fees	\$ 220.00
24/02/2021	City Of Belmont	Long service leave liability	\$ 4,725.62
24/02/2021	City Of Perth	BA archive retrievals - two months	\$ 330.77
03/02/2021	City of Stirling	Mixed waste tipping fees	\$ 31,354.50
24/02/2021	City of Stirling	Meals on Wheels	\$ 791.24
08/02/2021	City of Vincent	Payroll deduction	\$ 1,270.14
08/02/2021	City of Vincent Staff Social Club	Payroll deduction	\$ 476.00
03/02/2021	City Toyota	Vehicle service and repairs	\$ 820.35
03/02/2021	Civica Pty Limited	Consultancy - payroll system; EzyScan licence	\$ 13,490.10
03/02/2021	Cleanaway	Recycling contract	\$ 90,380.04
24/02/2021	Cleanaway	Supply of 240 litre and 360 litre bins	\$ 19,173.00
24/02/2021	ClimateClever Pty Ltd	Data web program to monitor carbon footprint	\$ 544.50
03/02/2021	Coates Hire Operations Pty Ltd	Plant hire - Depot	\$ 835.37
24/02/2021	Coates Hire Operations Pty Ltd	Plant hire - Depot	\$ 76.18
24/02/2021	Compu-Stor	Records digitisation and off-site storage	\$ 549.62
03/02/2021	Connect Call Centre Services	After hours calls service	\$ 1,945.74
24/02/2021	Contraflow Pty Ltd	Traffic management services - various locations	\$ 7,875.73
03/02/2021	Corsign WA Pty Ltd	Sign supplies - various	\$ 2,467.30
24/02/2021	Corsign WA Pty Ltd	Supply of grabrail and ring bracket	\$ 1,259.50
15/02/2021	Cr A Castle	Council meeting fee	\$ 1,935.83
15/02/2021	Cr Ashley Wallace	Council meeting fee	\$ 1,935.83
15/02/2021	Cr D Loden	Council meeting fee	\$ 1,935.83
15/02/2021	Cr J Fotakis	Council meeting fee	\$ 1,935.83
15/02/2021	Cr J Hallett	Council meeting fee	\$ 1,935.83
15/02/2021	Cr J Topelberg	Council meeting fee	\$ 1,935.83
15/02/2021	Cr S Gontaszewski	Council meeting fee	\$ 3,255.70
15/02/2021	Cr Sally Smith	Council meeting fee	\$ 1,935.83
24/02/2021	Creative Kids Play	Aqua platforms for swimming lessons - BPLC	\$ 1,739.98

Date	Payee	Description	Amount
24/02/2021	CSP Group Pty Ltd	Supply of brush cutter -Depot	\$ 509.00
24/02/2021	CVP Electrical Co	Pool pump repairs - BPLC	\$ 286.00
24/02/2021	D A Le Roy	Refund of infrastructure bond	\$ 1,000.00
03/02/2021	D Dama	Fitness instructor fees	\$ 341.04
24/02/2021	D Dama	Fitness instructor fees	\$ 113.68
03/02/2021	D Harkness	Refund of infrastructure bond	\$ 1,000.00
03/02/2021	D M Wilderspin	Rates refund - due to overpayment	\$ 258.83
24/02/2021	Dalin Electrical Controls	Service geothermal system - BPLC	\$ 990.00
24/02/2021	Dance Amanda	Refund of hall bond	\$ 250.00
24/02/2021	Danica Zuks Photography	Photographic services - Citizenship ceremony	\$ 400.00
24/02/2021	Darth Sidious Pty Ltd	Refund for annual food fee, paid twice in error	\$ 710.00
24/02/2021	Data 3	Software licences - Creative Cloud, Photoshop, Adobe Acrobat Pro	\$ 19,456.31
03/02/2021	Department of Finance	Refund of actual outgoings for 246 Vincent street 2019/20	\$ 16,134.39
24/02/2021	Department of Mines, Industry Regulation and Safety	Building services levy collection	\$ 16,029.66
03/02/2021	Department of Planning Lands and Heritage	Amended DAP fees	\$ 5,844.00
08/02/2021	Depot Social Club	Payroll deduction	\$ 56.00
03/02/2021	Devco Builders	Maintenance and repairs - various locations	\$ 89,152.66
24/02/2021	Devco Builders	Maintenance and repairs - various locations	\$ 110,061.29
03/02/2021	DG Global	Refund of bin bond	\$ 532.00
03/02/2021	Di Lena Metal Sales	Hardware supplies - Depot	\$ 340.00
24/02/2021	DND Building and Developments Pty Ltd	Refund of infrastructure bond	\$ 2,275.00
03/02/2021	DNX Energy Pty Ltd	Inspection of solar panels - Library	\$ 220.00
24/02/2021	DNX Energy Pty Ltd	Additional eniscope (energy management software) for solar panels - Library	\$ 198.00
24/02/2021	Donegan Enterprises Pty Ltd	Playground repairs, maintenance and safety inspections - various locations	\$ 3,058.00
24/02/2021	Douglas Partners	Geotechnical/soil contamination investigation - Litis Stadium	\$ 3,289.00
03/02/2021	Driver Risk Management Pty Ltd	Driver assessment training	\$ 363.00
24/02/2021	E Bentley	Expenses reimbursement - first aid course	\$ 160.00
24/02/2021	E L Lawless	Open Streets grant - bouncy castle	\$ 900.00
24/02/2021	Eastside Concrete Contracting	Kerbing services - various locations	\$ 5,526.97
03/02/2021	EcoAdvance	Consultancy services - solar photovoltaic project	\$ 3,207.60
24/02/2021	EJ Australia Pty Ltd	Supply of hydro wave grates	\$ 5,665.00
03/02/2021	Elliotts Irrigation Pty Ltd	Consultancy services - solar photovoltaic project	\$ 3,805.05
24/02/2021	Elliotts Irrigation Pty Ltd	Consultancy services - solar photovoltaic project	\$ 2,954.68
24/02/2021	Enigin Partners Pty Ltd	Energy monitoring service - Admin/Library/BPLC	\$ 4,283.24
24/02/2021	Enviroblast Cannington	Pressure cleaning services	\$ 1,574.10
24/02/2021	Envirodry Towels	Merchandise - BPLC	\$ 170.50
03/02/2021	Felicity Groom	Lightbox Laneway exhibition - Beaufort Street	\$ 1,000.00
03/02/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 31,548.45

Date	Payee	Description	Amount
24/02/2021	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 10,481.30
03/02/2021	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 2,117.91
03/02/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$ 27,789.40
24/02/2021	Focus Networks	Manage corporate WiFi, firewall and onsite managed network support	\$ 6,565.90
03/02/2021	Freestyle Now	BMX bike coaching sessions	\$ 726.00
24/02/2021	Frostbland Pty Ltd	Merchandise - BPLC	\$ 1,577.83
03/02/2021	G Cook	Part refund of Beatty Park Leisure Centre fees	\$ 533.83
03/02/2021	G Edwards	Fitness instructor fees	\$ 56.84
03/02/2021	G Phillips	Part refund of Beatty Park Leisure Centre fees	\$ 81.00
24/02/2021	G Rose	Refund for cancelled 'on demand' fridge collection	\$ 46.00
24/02/2021	Galvins Plumbing Supplies	Plumbing supplies - Depot	\$ 306.53
03/02/2021	Game Vault	Social gaming session - School holiday programme	\$ 560.00
11/02/2021	Great Aussie Patios	Refund of infrastructure bond	\$ 500.00
03/02/2021	Great Lakes Community Resources	Street goods collection services	\$ 754.60
24/02/2021	Great Lakes Community Resources	Street goods collection services	\$ 605.00
24/02/2021	Gymcare	Gym equipment repairs and maintenance - BPLC	\$ 5,060.00
03/02/2021	Hans Andresen	Removal of Christmas school banners	\$ 2,128.50
03/02/2021	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - various departments	\$ 13,380.15
24/02/2021	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Building	\$ 2,773.85
08/02/2021	Health Insurance Fund of WA	Payroll deduction	\$ 255.25
24/02/2021	Holcim (Australia) Pty Ltd	Concrete supplies	\$ 741.40
03/02/2021	I D Nash	Refund of infrastructure bond	\$ 1,000.00
24/02/2021	Image Bollards	Bollard repairs - Newcastle Street	\$ 550.00
24/02/2021	Inner City Newsagency	Newspaper delivery - Library	\$ 16.48
11/02/2021	Innovations Catering	Catering for City event - Council	\$ 550.00
24/02/2021	Innovations Catering	Catering for City event - Council	\$ 2,561.90
24/02/2021	Instant Toilets & Showers Pty Ltd t/as Instant Products Hire	Hire of portable toilets - Banks Pavilion	\$ 1,748.58
03/02/2021	Instant Windscreens	Supply and fit vehicle windscreen	\$ 715.00
03/02/2021	J C Speer	Refund of planning application fee	\$ 73.00
24/02/2021	J Eusden	Refund of infrastructure bond	\$ 1,000.00
24/02/2021	J Green	Part refund of dog registration	\$ 150.00
03/02/2021	J J Flynn	Part refund of Beatty Park Leisure Centre fees	\$ 53.55
03/02/2021	J J Hockley	Refund of key deposit	\$ 100.00
03/02/2021	J Nankivell	Refund of infrastructure bond	\$ 1,000.00
24/02/2021	J O'Shea	Refund of infrastructure bond	\$ 500.00
24/02/2021	J Roberts	Part refund of Beatty Park Leisure Centre fees	\$ 384.00
11/02/2021	J T Reichelt	Rates refund - due to overpayment	\$ 377.55
03/02/2021	J Wigham	Refund of infrastructure bond	\$ 1,000.00

Date	Payee	Description	Amount
24/02/2021	Jack Lockers	Locker hire - BPLC	\$ 1,117.00
24/02/2021	Janet Verburg	Fitness instructor fees	\$ 767.36
03/02/2021	JBA Surveys	Surveying services - various locations	\$ 15,092.00
24/02/2021	JBA Surveys	Surveying services - Hyde Street	\$ 3,927.00
24/02/2021	K Grant	Fitness instructor fees	\$ 420.00
03/02/2021	K Harcus	Fitness instructor fees	\$ 600.00
24/02/2021	K Harcus	Fitness instructor fees	\$ 540.00
24/02/2021	K Nettleton	Part refund of Beatty Park Leisure Centre fees	\$ 42.84
03/02/2021	K T and P V Devereux	Rates refund - due to overpayment	\$ 12,431.30
03/02/2021	Karri Real Estate	Parking revenue distribution	\$ 36,439.75
24/02/2021	Kennards Hire	Equipment hire - Depot	\$ 2,140.00
24/02/2021	Kerbing West	Kerbing services - various locations	\$ 15,796.83
18/02/2021	KJ Concha Pty Ltd ATF HODL Superannuation Fund	Superannuation	\$ 679.48
24/02/2021	Konica Minolta Business Solutions Australia Pty Ltd	Copy costs - various departments	\$ 1,402.59
03/02/2021	KS Black Pty Ltd	Electrical works - various locations	\$ 607.75
24/02/2021	KS Black Pty Ltd	Bore/pump maintenance - Charles Veryard	\$ 8,873.70
03/02/2021	L A Stott	Rates refund - due to overpayment	\$ 596.75
24/02/2021	L Bade	Part refund of Beatty Park Leisure Centre fees	\$ 491.11
24/02/2021	L R Scott	Reimbursement from heritage assistance fund	\$ 1,394.00
03/02/2021	L Ren	Part refund of Beatty Park Leisure Centre fees	\$ 114.24
24/02/2021	L Ren	Part refund of Beatty Park Leisure Centre fees	\$ 49.14
08/02/2021	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
03/02/2021	Landgate	Gross rental valuations for interims; land enquiries	\$ 470.32
24/02/2021	Leederville Early Childhood Centre Inc	Expense reimbursement - plumbing repair (COV building)	\$ 1,358.12
03/02/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 55,465.50
24/02/2021	Leo Heaney Pty Ltd	Street tree watering and pruning services - various locations	\$ 36,267.00
24/02/2021	Les Mills Asia Pacific Industries	Purchase of gym equipment - BPLC	\$ 337.78
24/02/2021	LG Professionals Australia NSW	Performance excellence program 2020	\$ 1,100.00
24/02/2021	LGISWA	Performance based adjustment 30.6.18 - 30.6.19	\$ 28,898.10
03/02/2021	Line Marking Specialists	Line marking services - various locations	\$ 4,133.58
24/02/2021	Line Marking Specialists	Line marking services - various locations	\$ 11,047.30
03/02/2021	Lion Dairy and Drinks (LD&D) Australia Pty Ltd	Milk supplies - BPLC	\$ 25.07
24/02/2021	Local Government Professionals Australia WA	Finance professionals conference 2021	\$ 1,280.00
03/02/2021	M Bamford	Consultancy services - radio licence application	\$ 350.00
24/02/2021	M Blanch	Refund of parking permit	\$ 180.00
03/02/2021	M E McKahey	Expense reimbursement - catering for City event - Council	\$ 152.00
03/02/2021	M G Jajko	Fitness instructor fees	\$ 113.68
24/02/2021	M G Jajko	Fitness instructor fees	\$ 56.84

Date	Payee	Description	Amount
24/02/2021	M Gastaldi	Refund for cancellation of mattress collection	\$ 20.00
03/02/2021	M Jikumaru	Part refund of Beatty Park Leisure Centre fees	\$ 22.50
24/02/2021	M L Humich	Fitness instructor fees	\$ 227.36
03/02/2021	M Myers	Part refund of Beatty Park Leisure Centre fees	\$ 93.00
24/02/2021	M Salvi	Fitness instructor fees	\$ 65.00
03/02/2021	M Slater	Fitness instructor fees	\$ 60.29
24/02/2021	M Slater	Fitness instructor fees	\$ 60.29
24/02/2021	M Smith	Refund of parking permit	\$ 180.00
24/02/2021	M T Bonnal	Reimbursement from heritage assistance fund	\$ 1,980.00
11/02/2021	M2M One Pty Ltd	Mobile SIMs for parks reticulation devices	\$ 303.60
03/02/2021	Marketforce Pty Ltd	Advertising services - various departments	\$ 1,045.25
24/02/2021	Marketforce Pty Ltd	Advertising services - various departments	\$ 10,342.47
03/02/2021	Massey's Herd	Milk supplies - Depot	\$ 293.25
24/02/2021	Massey's Herd	Milk supplies - Depot	\$ 364.65
15/02/2021	Mayor E Cole	Council meeting fee	\$ 7,875.25
03/02/2021	McGees Property	Rental consultancy advice - various alfresco areas	\$ 4,400.00
24/02/2021	McLeods Barristers & Solicitors	Legal services - compliance matters and advice in respect of amendments to clause 77 of the deemed provisions	\$ 8,718.95
03/02/2021	McSkips	Skip bin hire - BPLC	\$ 570.00
18/02/2021	Mercer Spectrum	Superannuation	\$ 7,974.37
03/02/2021	MessageMedia	SMS integrating for Phoenix	\$ 146.97
24/02/2021	Midland Toyota	Purchase of vehicle, as per fleet management programme	\$ 25,280.74
24/02/2021	Millbrook Construction	Refund of infrastructure bond	\$ 1,000.00
03/02/2021	Mindarie Regional Council	Processable and non processable waste	\$ 153,206.96
24/02/2021	Mindarie Regional Council	Processable and non processable waste	\$ 48,157.81
03/02/2021	My Best Friend Veterinary Centre	Vet services	\$ 875.50
03/02/2021	N Whale	Publication design - Local History Centre newsletter	\$ 660.00
24/02/2021	Nao Williams	Fitness instructor fees	\$ 360.00
03/02/2021	Natale Group Australia Pty Ltd	Security services - BPLC	\$ 715.00
24/02/2021	Natale Group Australia Pty Ltd	Security services - BPLC	\$ 302.50
03/02/2021	National Tools Pty Ltd	Plant repairs and maintenance	\$ 2,259.40
11/02/2021	Natural Area Holdings Pty Ltd	Weed control - East Perth foreshore	\$ 1,225.38
24/02/2021	Natural Area Holdings Pty Ltd	Fire fuel management - Tony Di Scerni	\$ 4,304.69
03/02/2021	Nexus Home Improvements	Refund of infrastructure bond	\$ 2,500.00
03/02/2021	Nightlife Music Pty Ltd	Crowd DJ and hire of audio/video equipment - BPLC	\$ 518.77
03/02/2021	Node1 Internet	Fixed wireless internet charges - February 21	\$ 199.00
24/02/2021	Node1 Internet	Fixed wireless internet charges - March 21	\$ 199.00
03/02/2021	Noma Pty Ltd	Design advisory fees	\$ 220.00
24/02/2021	Northsands Resources	Construction waste disposal services and sand supplies	\$ 2,939.20

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Date	Payee	Description	Amount
03/02/2021	Northshore Unit Inc. - SES	FESA SES contribution - 3rd quarter 2021	\$ 15,765.20
03/02/2021	NovoFit WA Pty Ltd	Gym equipment repairs - BPLC	\$ 154.00
03/02/2021	Novus Construction	Refund of infrastructure bond	\$ 1,000.00
24/02/2021	Nyoongar Patrol Systems Inc.	Nyoongar patrol services	\$ 13,750.00
24/02/2021	Office of the Auditor General	Audit fee for the year ended 30 June 2020	\$ 71,472.50
03/02/2021	Officeworks Ltd	Office supplies and consumables	\$ 507.76
24/02/2021	Officeworks Ltd	Office supplies and consumables	\$ 259.48
24/02/2021	Optima Press	Printing services - infringement final demand notices	\$ 276.10
03/02/2021	Optus Billing Services Pty Ltd	Telephone and internet charges - various locations	\$ 16,296.92
03/02/2021	Osborne Park Volkswagen	Vehicle service and repairs	\$ 709.00
03/02/2021	Overwatch Traffic Services	Traffic management services - William Street	\$ 484.00
24/02/2021	Overwatch Traffic Services	Traffic management services - View Street	\$ 505.89
24/02/2021	P Chuah	Refund of parking permit	\$ 180.00
03/02/2021	P D and D J Crogan	Crossover subsidy and refund of infrastructure bond	\$ 860.00
24/02/2021	P D Compagnone	Rates refund - due to overpayment	\$ 65.03
03/02/2021	P Freedman	Part refund of Beatty Park Leisure Centre fees	\$ 502.50
03/02/2021	P Sandberg	Part refund of dog registration	\$ 77.50
24/02/2021	P Stokes	Fitness instructor fees	\$ 45.00
24/02/2021	P Sullivan	Refund of parking permit	\$ 180.00
24/02/2021	People on Bicycles	Social ride course and learn to ride course, including provision of bikes and helmets	\$ 3,600.00
24/02/2021	Plastic Card Printing Pty Ltd	Supply of authorisation cards	\$ 36.30
03/02/2021	Poolshop Online Pty Ltd	Pool chemicals - BPLC	\$ 847.00
03/02/2021	Print and Sign Co	Printing services - various departments	\$ 985.77
24/02/2021	Print and Sign Co	Printing services - various departments	\$ 1,917.03
03/02/2021	Pro Turf Services	Plant repairs and maintenance - various	\$ 2,138.84
03/02/2021	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 3,473.25
24/02/2021	Professional Tree Surgeons	Tree pruning and removal services - various locations	\$ 4,182.75
03/02/2021	Programmed Integrated Workforce Ltd	Temporary staff - various departments	\$ 9,908.97
24/02/2021	Programmed Integrated Workforce Ltd	Temporary staff - various departments	\$ 6,779.89
24/02/2021	Programmed Skilled Workforce Limited	Temporary staff - Engineering	\$ 2,234.14
24/02/2021	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 979.00
03/02/2021	Quality Press	Printing services - postcards	\$ 276.45
24/02/2021	R Cavanagh	Part refund of dog registration	\$ 150.00
24/02/2021	R J Ostle	Expense reimbursement - scissors	\$ 21.95
03/02/2021	R Morgan	Part refund of Beatty Park Leisure Centre fees	\$ 551.98
03/02/2021	Rada & Neso Services	Cleaning services - BPLC	\$ 3,975.00
03/02/2021	Rawlinsons (WA)	Cost estimate report - Litis Stadium project	\$ 2,310.00
24/02/2021	Raymond Sleeman	Fitness instructor fees	\$ 909.44

Date	Payee	Description	Amount
24/02/2021	Red Spear Pty Ltd	Welcome to Country - Citizenship ceremony	\$ 600.00
24/02/2021	Reece's Event Hire	Hire of marquee for 12 metre pool - BPLC	\$ 10,354.85
03/02/2021	Regents Commercial	Rent - Barlee Street car park	\$ 7,608.50
24/02/2021	Regents Commercial	Variable outgoings - Barlee Street car park	\$ 316.17
03/02/2021	Renew Property Maintenance	Clearing rights of way and tipping fees - various locations	\$ 14,518.50
03/02/2021	Rentokil Initial Pty Ltd	Pest control services - BPLC	\$ 2,033.76
24/02/2021	Repco	Auto part supplies	\$ 40.70
24/02/2021	Retech Rubber	Repairs to softfall play area - Britannia Reserve	\$ 302.50
03/02/2021	Ringie	Onsite support - Cisco telephony service	\$ 2,310.00
24/02/2021	Roadline Removal (WA)	Line marking removal services - Scarborough Beach Road	\$ 495.00
03/02/2021	Rosemount Hotel	Parking revenue distribution	\$ 20,791.20
11/02/2021	RPG Auto Electrics	Plant repairs and maintenance	\$ 2,187.96
24/02/2021	RPG Auto Electrics	Plant repairs and maintenance	\$ 467.51
03/02/2021	S Byron	Part refund of Beatty Park Leisure Centre fees	\$ 77.35
03/02/2021	S Clark	Refund of planning application fee	\$ 295.00
03/02/2021	S Newman	Expense reimbursement - Open Streets Christmas party	\$ 194.16
03/02/2021	S Patchett	Fitness instructor fees	\$ 135.00
24/02/2021	S Patchett	Fitness instructor fees	\$ 630.00
24/02/2021	S Willis	Part refund of dog registration	\$ 51.66
24/02/2021	Safari Building Products	Hardware supplies- Depot	\$ 31.90
24/02/2021	Sage Consulting Engineers	Electrical consultancy - Britannia Reserve floodlighting	\$ 1,925.00
03/02/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 5,390.00
24/02/2021	Sam's Repairs & Maintenance	Sign installation and maintenance - various locations	\$ 1,595.00
03/02/2021	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	\$ 514.00
24/02/2021	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	\$ 105.00
24/02/2021	SAS Locksmiths	Key cutting and lock maintenance service - various locations	\$ 36.00
24/02/2021	Scarboro Toyota	Vehicle service and repairs	\$ 452.20
24/02/2021	Scitech Discovery Centre	Chemistry workshops - school holiday programme	\$ 420.00
24/02/2021	Seaview Orthotics	Supply of litter grabbers	\$ 1,218.60
24/02/2021	Securus	Security services - Woodville Reserve	\$ 98.49
24/02/2021	Shaaron Taylor	Fitness instructor fees	\$ 130.00
24/02/2021	Shop for Shops	Tag supplies - BPLC	\$ 58.75
24/02/2021	Sigma Chemicals	Pool chemicals - BPLC	\$ 2,957.35
03/02/2021	Signbiz WA Pty Ltd	Sign supplies - Admin	\$ 313.50
24/02/2021	Signbiz WA Pty Ltd	Sign supplies - Admin	\$ 671.00
24/02/2021	Simba Retail Pty Ltd	Merchandise - BPLC	\$ 1,203.40
24/02/2021	Sirsidynix Pty Ltd	Additional library management system software	\$ 1,342.00
03/02/2021	Skateboarding WA	Skateboard clinic - Leederville Skate Park	\$ 770.00

Date	Payee	Description	Amount
08/02/2021	Smartsalary Pty Limited	Payroll deduction	\$ 675.58
24/02/2021	Solo Resource Recovery	Pressure cleaning services - various locations	\$ 30,027.80
24/02/2021	Specialty Timber Flooring WA	Floor resurfacing - various locations	\$ 19,371.00
03/02/2021	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 1,988.80
24/02/2021	Speedo Australia Pty Ltd	Merchandise - BPLC	\$ 7,612.55
03/02/2021	Sportsworld Of WA	Merchandise - BPLC	\$ 3,656.40
03/02/2021	Stantons International	Professional services - Reg.17 and Reg.5 audit	\$ 22,935.00
18/02/2021	Steeg Banham Superannuation Fund	Superannuation	\$ 142.50
24/02/2021	Stephen Carrick Architects Pty Ltd	Heritage advice	\$ 440.00
03/02/2021	Subaru Osborne Park	Vehicle service and repairs	\$ 401.85
18/02/2021	SuperChoice Services Pty Ltd	Superannuation	\$ 314,215.29
03/02/2021	Synergy	Electricity and gas charges - various locations	\$ 40,197.16
24/02/2021	Synergy	Electricity and gas charges - various locations	\$ 36,890.89
24/02/2021	T Clarke	Refund of parking permit	\$ 180.00
24/02/2021	T Facius	Refund for purchase of worm farm	\$ 15.00
03/02/2021	T J Stevens	Refund of infrastructure bond	\$ 275.00
24/02/2021	T Moran	Refund of infrastructure bond	\$ 2,000.00
24/02/2021	T Riesch	ICT refund	\$ 595.00
11/02/2021	T White	Rates refund - due to overpayment	\$ 1,096.54
03/02/2021	T Zheng	Refund of parking permit	\$ 180.00
24/02/2021	Technology One Ltd	GIS consulting services	\$ 4,312.00
03/02/2021	Teena Smith	Fitness instructor fees	\$ 260.00
24/02/2021	Teena Smith	Fitness instructor fees	\$ 360.00
03/02/2021	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 911.66
24/02/2021	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 285.23
24/02/2021	The BBQ Man	BBQ and pressure cleaning services - various locations	\$ 6,062.64
24/02/2021	The Children's Book Council Of Australia (WA Branch)	Annual institutional membership 2021	\$ 75.00
03/02/2021	The Factory (Australia) Pty Ltd	2020 Christmas decorations - North Perth	\$ 20,146.50
03/02/2021	The Little Bee Collective Pty Ltd	Refund of infrastructure bond	\$ 500.00
24/02/2021	The Nappy Guru	Cloth nappy subsidy program	\$ 140.00
24/02/2021	The Royal Life Saving Society Western Australia Inc	Servicing of AIDS memorial fountain; maintenance of Hyde Park water playground	\$ 7,698.05
18/02/2021	The Trustee for Fergco Family Super Fund	Superannuation	\$ 2,881.11
18/02/2021	The Trustee for Guild Retirement Fund	Superannuation	\$ 642.16
24/02/2021	Tim Eva's Nursery	Supply of plants	\$ 165.00
03/02/2021	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 6,143.50
24/02/2021	Tom Lawton - Bobcat Hire	Bobcat hire	\$ 3,836.80
24/02/2021	Total Eden Pty Ltd	Reticulation supplies	\$ 1,017.21
03/02/2021	Totally Workwear	Uniform supplies - Waste	\$ 224.75

Date	Payee	Description	Amount
24/02/2021	Totally Workwear	Uniform supplies - various departments	\$ 2,980.09
03/02/2021	T-Quip	Plant repairs and maintenance	\$ 69.05
03/02/2021	Tree Amigos	Street trees and parks pruning/removal - various locations	\$ 7,703.34
24/02/2021	Tree Amigos	Street trees and parks pruning/removal - various locations	\$ 887.30
03/02/2021	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance - BPLC	\$ 357.50
03/02/2021	Truck Centre (WA) Pty Ltd	Truck repairs and maintenance	\$ 768.42
03/02/2021	Turfmaster Facility Management	Turf maintenance - various locations	\$ 16,747.59
24/02/2021	Turfmaster Facility Management	Turf maintenance - various locations	\$ 25,808.84
03/02/2021	Tyres4U Pty Ltd	Tyre replacements and maintenance	\$ 1,278.31
24/02/2021	Tyres4U Pty Ltd	Tyre replacements and maintenance	\$ 1,278.31
24/02/2021	Universal Diggers	Plant hire - Depot	\$ 14,720.75
24/02/2021	Urbanista Town Planning	Refund of planning application fee	\$ 295.00
24/02/2021	V L Vu	Refund of planning application fee	\$ 147.00
03/02/2021	Vigilant Traffic Management Group Pty Ltd	Traffic management services - various locations	\$ 938.74
03/02/2021	Visual Inspirations Australia Pty Ltd	Dismantle and store Christmas decorations	\$ 24,853.55
24/02/2021	W Barnard	Expense reimbursement - dry cleaning tablecloths	\$ 130.00
24/02/2021	W.A. Limestone Co	Supply of limestone	\$ 1,776.83
03/02/2021	WA Library Supplies	Library supplies - book covering	\$ 496.05
24/02/2021	Wanneroo Plant Farm	Supply of plants	\$ 1,045.00
03/02/2021	Water Corporation	Water charges - various locations	\$ 1,035.72
11/02/2021	Water Corporation	Water charges - various locations	\$ 1,799.24
24/02/2021	Water Corporation	Water charges - various locations	\$ 8,764.37
03/02/2021	Way Funky Company Pty Ltd	Merchandise - BPLC	\$ 219.60
24/02/2021	WC Convenience Management Pty Ltd	Maintenance of exeloes - various locations	\$ 3,992.44
03/02/2021	Webb & Brown-Neaves Pty Ltd	Refund of infrastructure bond	\$ 3,000.00
03/02/2021	West Australian Newspapers Limited	Library newspaper delivery	\$ 288.00
03/02/2021	West Oz Wildlife	Wildlife session - school holiday activity	\$ 434.50
03/02/2021	Western Power	Replacement of two streetlights - Victoria Street	\$ 5,242.00
03/02/2021	Western Resource Recovery Pty Ltd	Grease trap maintenance - various locations	\$ 676.50
03/02/2021	West-Sure Group Pty Ltd	Cash collection services - various locations	\$ 2,961.09
24/02/2021	West-Sure Group Pty Ltd	Cash collection services - various locations	\$ 2,788.01
03/02/2021	Wheelers Books	Supply of library books	\$ 911.23
24/02/2021	Whitfords Event Hire	Hire of equipment - Young Makers Christmas Market	\$ 3,786.00
03/02/2021	Wilson Security	Security services - Loftus Recreation Centre	\$ 99.00
03/02/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$ 190.08
24/02/2021	Winc Australia Pty Ltd	Office supplies and consumables	\$ 615.73
03/02/2021	Woocreative	Speaker fee - Hyde Park photography workshop	\$ 350.00
24/02/2021	Work Metrics Pty Ltd	Online inductions - BPLC	\$ 110.00

Date	Payee	Description	Amount
24/02/2021	Workwear Group Pty Ltd	Uniform supplies - Customer services	\$ 23.20
24/02/2021	World's Best Graffiti Removers	Graffiti removal supplies	\$ 4,224.00
03/02/2021	Worldwide East Perth	Printing services - business cards	\$ 99.00
24/02/2021	Worldwide East Perth	Printing services - Citizenship booklets	\$ 165.00
24/02/2021	YogaNut	Fitness instructor fees	\$ 180.00
03/02/2021	Yolande Gomez	Fitness instructor fees	\$ 523.02
24/02/2021	Yolande Gomez	Fitness instructor fees	\$ 374.20
24/02/2021	Z Liu	Part refund of Beatty Park Leisure Centre fees	\$ 307.38
24/02/2021	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$ 310.00
24/02/2021	Zurich Australian Insurance Ltd	Insurance excesses	\$ 1,000.00
			\$ 2,531,465.95
Payroll			
02/02/21	Pay 16		\$ 600,851.93
16/02/21	Pay 17		\$ 572,031.58
Total Payroll			\$ 1,172,883.51
Total Payments			\$ 3,704,349.46

Creditors Report - Payments by Cheque				
01/02/21 to 28/02/21				
Creditor	Date	Payee	Description	Amount
00082651	16/02/2021	H Wu	Refund of infrastructure bond	\$ 2,000.00
00082652	23/02/2021	Commissioner of State Revenue	Refund for rates and ESL rebate	\$ 191.19
00082653	23/02/2021	Petty Cash - Library	Petty cash recoup	\$ 187.50
Total Nett Cheque Payments				\$ 2,378.69

Creditors Report - Payments by Direct Debit				
01/02/21 to 28/02/21				
Credit Card Transactions for the Period 7 January 2021 - 5 February 2021				
Card Holder	Date	Payee	Description	Amount
CEO	27/01/2021	West Australian Newspapers Limited	Newspaper subscription	\$ 83.60
				\$ 83.60
Director Strategy & Development	02/02/2021	ASIC	Company search	\$ 9.00
Director Infrastructure & Environment	15/01/2021	Perth Magistrates Court	Court lodgements - parking matters	\$ 311.40
	01/02/2021	SP Au	PPE - reusable masks and replacement filters	\$ 6,050.00
				\$ 6,361.40
Manager ICT	07/01/2021	Sendgrid	Application programming interface software	\$ 117.69
	07/01/2021	International transaction fee	Application programming interface software	\$ 2.94
	18/01/2021	Atlassian	Software licence renewal	\$ 14.36
	18/01/2021	International transaction fee	Software licence renewal	\$ 0.36
	19/01/2021	Officeworks	IT accessories	\$ 608.00
	19/01/2021	Austin Computers	IT accessories	\$ 40.00
	19/01/2021	Zoom	Video conferencing	\$ 369.47
	01/02/2021	Safety Culture	Mobile inspection application	\$ 52.80
	02/02/2021	Global Office Machines	Supply of bond paper	\$ 109.57
	02/02/2021	Assetsonar.com	IT asset management software	\$ 262.93
	02/02/2021	International transaction fee	IT asset management software	\$ 6.57
	03/02/2021	Sendgrid	Application programming interface software	\$ 118.91
	03/02/2021	International transaction fee	Application programming interface software	\$ 2.97
				\$ 1,706.57
Manager Community Partnerships	07/01/2021	Sanity Webstore	Books for library	\$ 65.95
	08/01/2021	Booktopia Pty Ltd	DVD for library	\$ 23.68
	08/01/2021	Book Depository	Book for library	\$ 27.26
	08/01/2021	JB Hifi	CDs for library	\$ 488.76
	13/01/2021	CNP Architectural Digest	Library magazine subscription	\$ 88.47
	13/01/2021	International transaction fee	Library magazine subscription	\$ 2.21
	13/01/2021	Magshop Online	Library magazine subscription	\$ 89.00
	13/01/2021	Magshop Online	Library magazine subscription	\$ 69.99

Card Holder	Date	Payee	Description	Amount
	15/01/2021	Booktopia Pty Ltd	Refund for book	-\$ 28.40
				\$ 826.92
Procurement and Contracts Officer	10/01/2021	Mailchimp	Email campaign	\$ 365.15
	11/01/2021	Asana.com	Subscription - work flow graphic design tool	\$ 170.05
	11/01/2021	International transaction fee	Subscription - work flow graphic design tool	\$ 4.25
	15/01/2021	Shutterstock	Image download subscription	\$ 99.00
	22/01/2021	Asana.com	Subscription - work flow graphic design tool	\$ 788.73
	22/01/2021	International transaction fee	Subscription - work flow graphic design tool	\$ 19.72
				\$ 1,446.90
Total Corporate Credit Cards				\$ 10,434.39
Direct Debits				
Lease Fees	23/02/2021	Pitney Bowes Leasing	Postal scales	\$ 395.84
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre, Loftus Underground Car Park and Beatty Park Leisure Centre	\$ 100,782.60
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$ 60,477.37
Total Direct Debits including Credit Cards				\$ 172,090.20

7.7 FINANCIAL STATEMENTS AS AT 28 FEBRUARY 2021

Attachments: 1. Financial Statements as at 28 February 2021 [↓](#) 

RECOMMENDATION:

That Council **RECEIVES** the Financial Statements for the month ended 28 February 2021 as shown in Attachment 1.

PURPOSE OF REPORT:

To present the statement of financial activity for the period ended 28 February 2021.

BACKGROUND:

Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity including the sources and applications of funds, as compared to the budget.

DETAILS:

The following documents, included as **Attachment 1**, comprise the statement of financial activity for the period ending 28 February 2021:-

Note	Description	Page
1.	Statement of Financial Activity by Program Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature or Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-46
5.	Capital Expenditure including Funding graph and Capital Works Schedule	47-52
6.	Cash Backed Reserves	53
7.	Rating Information and Graph	54-55
8.	Debtors Report	56
9.	Beatty Park Leisure Centre Financial Position	57

Comments on the Statement of Financial Activity (as at Attachment 1)

Operating revenue is reported separately by 'Program' and 'Nature or Type' respectively. The significant difference between the two reports is that operating revenue by 'Program' includes 'Profit on sale of assets' and the report for 'Nature or Type' includes 'Rates revenue'.

Revenue by Program is tracking favourable compared to the YTD budget by an amount by \$2,366,691 (21%). The following items materially contributed to this position: -

- A favourable variance of \$610,807 primarily due to an increase in revenue generated from activity at Beatty Park, public halls and sporting grounds (**Recreation and Culture**); and
- A favourable variance of \$1,519,571 mainly due to an increase in revenue generated from parking activities and \$217,425 received as grant monies from Department of Fire and Emergency Services (DFES) for disaster recovery (**Transport**).

Revenue by Nature or Type is tracking favourable compared to the YTD budget by \$2,638,157 (5.7%). The following items materially contributed to this position: -

- A favourable variance of \$338,846 relating to an increase in interim rates (**Rates**);
- A favourable variance of \$1,968,831 for revenue generated primarily from increased activity at Beatty Park and parking facilities within the City (**Fees and charges**); and
- A favourable variance of \$356,275 for revenue primarily from the grant monies received from DFES for storm damage claims (**Other Revenue**).

Expenditure by Program reflects an over-spend of \$700,377 (1.9%) compared to the year to date budget. The following items materially contributed to this position: -

- An unfavourable variance of \$1,284,268 primarily contributed by the increase in depreciation at HBF Park (previously NIB stadium) **(Recreation and Culture)**;
- An unfavourable variance of \$400,048 primarily contributed by depreciation and timing variance of works **(Transport)**;
- A favourable variance of \$270,880 primarily contributed by tipping costs, bulk verge & recycling costs **(Community Amenities)**; and
- A favourable variance of \$317,711 primarily contributed by a reduction in vehicle maintenance costs **(Other Property Services)**.

Expenditure by Nature or Type reflects a slight overspend of \$769,716 (2.1%). The following items materially contributed to this position: -

- An unfavourable variance of \$532,768 primarily contributed by the following items **(Employee costs)**
 - Beatty Park - \$200k relating primarily to casual costs required due to additional activity; and
 - An additional pay run was processed in January 2021, resulting in a cumulative variance in most areas. However, this is expected to normalise in March as an additional payment has been budgeted for then.
- An unfavourable variance of \$1,412,344 primarily as a result of depreciation at HBF Park (Depreciation); and
- A favourable variance of \$729,986 primarily contributed by a timing variance of works in the following areas (Materials and Contracts):
 - Waste services - \$280k relating to tipping, bulk verge & recycling costs;
 - Vehicle maintenance costs - \$130k relating to fuel & repairs; and
 - Maintenance works - \$230k relating to building maintenance at various sites & street cleaning works.

The depreciation forecasts will be updated to align with actual expenditure as part of the second quarterly budget review in March 2021.

Surplus Position – 2020/2021

The audited surplus position brought forward to 2020/21 is \$2,122,499 compared to the adopted budget amount of \$1,615,763. The additional surplus of \$506,736 will be updated as part of the March 2021 budget review.

In addition, the closing deficit position for 2020/21 changed from \$405,905 to \$553,475 in February 2021. This was as a result of an additional budget amendments approved of \$147,570 relating to works at Beatty Park at the February Council meeting.

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 Program Report (Note 1 Page 1)

This statement of financial activity shows operating revenue and expenditure classified by Program.

2. Statement of Comprehensive Income by Nature or Type Report (Note 2 Page 4)

This statement of Comprehensive Income shows operating revenue and expenditure classified by Nature or Type.

3. Net Current Funding Position (Note 3 Page 5)

'Net current assets' is the difference between the current assets and current liabilities, less committed assets and restricted assets.

4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 46)

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 47 - 52)

Below is a summary of the year to date expenditure of each asset category and the funding source associated to the delivery of capital works.

	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
	\$	\$	\$	%
Land and Buildings	5,415,171	3,022,601	657,739	87.9%
Infrastructure Assets	4,496,283	2,311,474	2,157,715	52.0%
Plant and Equipment	378,812	348,550	285,155	24.7%
Furniture and Equipment	1,272,100	572,800	244,431	80.8%
Total	11,562,366	6,255,425	3,345,040	71.1%
FUNDING	Revised Budget	YTD Budget	YTD Actual	Remaining Budget
	\$	\$	\$	%
Own Source Funding - Municipal	5,719,033	3,866,275	1,514,200	73.5%
Cash Backed Reserves	3,365,850	380,000	334,549	90.1%
Capital Grant and Contribution	1,704,483	1,236,150	578,574	66.1%
Other (Disposals/Trade In)	773,000	773,000	917,717	-18.7%
Total	11,562,366	6,255,425	3,345,040	71.1%

The full capital works program is listed in detail in Note 5 in **Attachment 1**.

6. Cash Backed Reserves (Note 6 Page 53)

The cash backed reserves schedule provides a detailed summary of the movements in the reserve portfolio, including transfers to and from the reserve. The balance as at 28 February 2021 is \$11,347,571.

7. Rating Information (Note 7 Page 54 - 55)

The notices for rates and charges levied for 2019/20 were issued on 7 August 2020. *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	18 September 2020
Second Instalment	18 November 2020
Third Instalment	18 January 2021
Fourth Instalment	18 March 2021

Rates debtors for 2020/21 was raised on 29 July 2020 after the adoption of the budget.

The outstanding rates debtors balance as at 28 February 2021 is \$5,565,755 excluding deferred rates of \$115,535. The outstanding rates percentage at 28 February 2021 is 14% compared to 11% for the similar period last year. This has been contributed by: -

- 368 ratepayers opting to pay their rates weekly, fortnightly or monthly (rates smoothing). This option has been offered for the first time this financial year; and
- Administration has also received 41 hardship applications and these ratepayer payments has been deferred until March 2021.

8. Receivables (Note 8 Page 56)

Total trade and other receivables as at 28 February 2021 are \$2,218,247.

Below is a summary of the significant items that have been outstanding for over 90 days: -

- \$1,336,809 (86%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are sent to the Fines Enforcement Registry (FER), which then collects the outstanding balance on behalf of the City for a fee.

\$971,183 of this amount has been transferred to long-term infringement debtors (non-current portion).

As some of the unpaid infringements are aged, a provisional amount of \$181,310 has been calculated as doubtful debts for the current portion (within 12 months) and a corresponding provisional amount of \$238,616 has been calculated as doubtful debts for the non-current portion (greater than 12 months). This treatment is in accordance to the new requirements of the changes in the Accounting standards (AASB 9).

- \$139,663 (9%) 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.

However, on 8 April 2020, the Minister of Planning WA issued a provision that exempts proponents from making cash in lieu related payments for existing or new non-residential development to the City. This exemption is effective up to the earlier date of either: -

- a) 90 days after the date upon which the State of Emergency Declaration ceases to have effect or is revoked; or
- b) Midnight, 1 May 2023.

- Tenancy related debts have been dealt with in accordance to the direction approved by the City's COVID-19 Committee.
- Health licenses debtors are being followed up with final reminders. Thereafter, the debts will be sent to the debt collectors for further follow up.
-

9. Beatty Park Leisure Centre – Financial Position report (Note 9 Page 57)

As at 28 February 2021, the Centre's operating surplus position is \$137,038 (excluding depreciation) compared to the year to date deficit amount of \$43,310. This is contributed primarily by the cumulative increase in activity relating to swim school (before the indoor pool closure), fitness initiatives at the Centre and increased sales at the retail shop.

10. 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 2020/2021 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 to the above, all material variances as at 28 February 2021 have been detailed in the variance comments report in **Attachment 1**.

CONSULTATION/ADVERTISING:

Not applicable.

LEGAL/POLICY:

Section 6.4 of the Local Government Act 1995 requires a local government to prepare an annual financial report for the preceding year and other financial reports as prescribed.

Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996 requires the local government to prepare a statement of financial activity each month, reporting on the source and application of funds as set out in the adopted annual budget.

A statement of financial activity and any accompanying documents are to be presented at an Ordinary Meeting of the Council within two months after the end of the month to which the statement relates. *Section 6.8 of the Local Government Act 1995*, specifies that a local government is not to incur expenditure from its Municipal Fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority decision of Council.

RISK MANAGEMENT IMPLICATIONS:

Low: Provision of monthly financial reports to Council fulfils relevant statutory requirements and is consistent with good financial governance.

STRATEGIC IMPLICATIONS:

Reporting on the City's financial position is aligned with the City's *Strategic Community Plan 2018-2028*:

Innovative and Accountable

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

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

Our community is satisfied with the service we provide.

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

Expenditure within this report facilitates various projects, programs, services and initiatives that contribute to protecting/enhancing the City's built and natural environment and to improving resource efficiency.

PUBLIC HEALTH IMPLICATIONS:

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

FINANCIAL/BUDGET IMPLICATIONS:

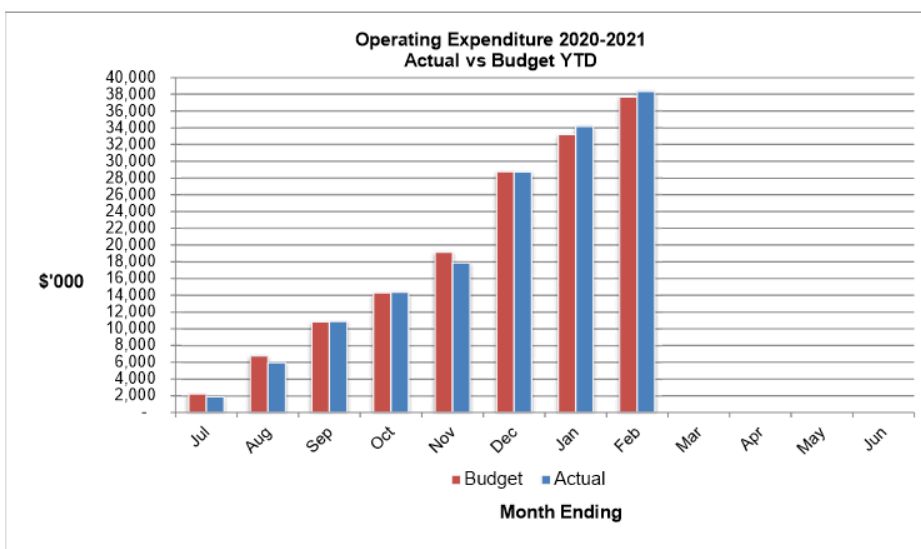
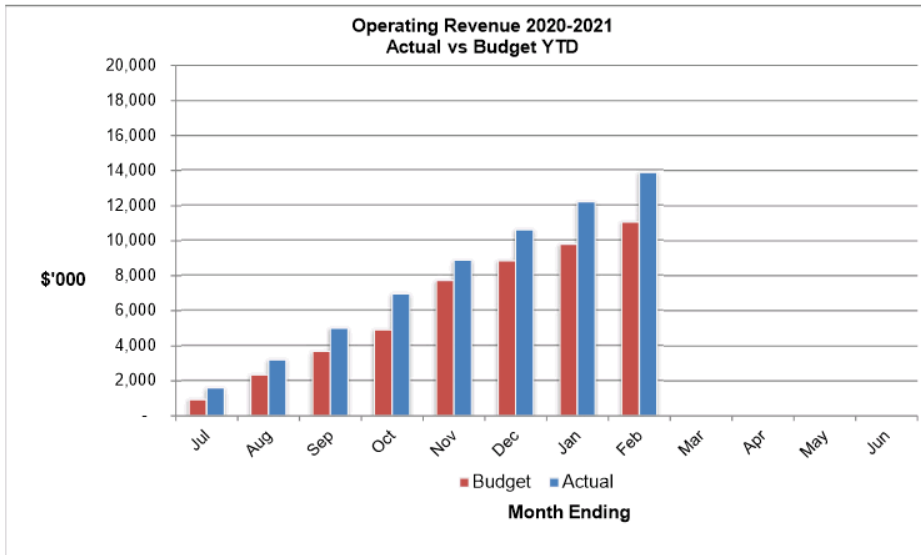
As contained in this report.

CITY OF VINCENT
NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAM
FOR THE PERIOD ENDED 28 FEBRUARY 2021

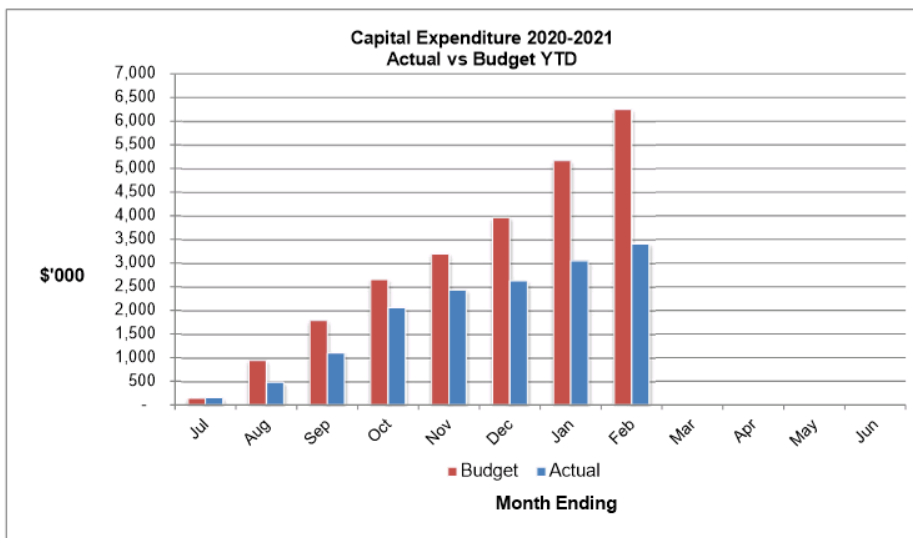
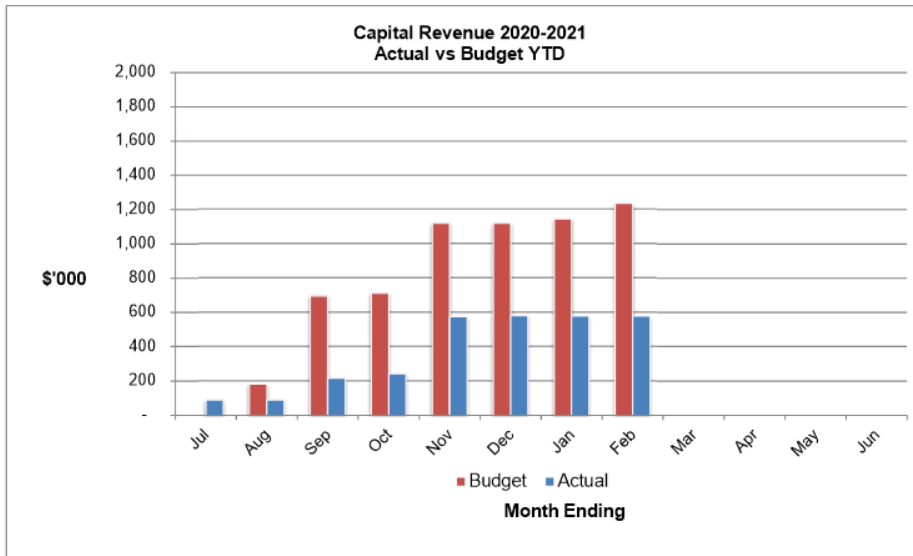


	Revised Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	YTD Variance %
Opening Funding Surplus/(Deficit)	1,615,763	1,615,763	2,122,499	506,736	31.4%
Revenue from operating activities					
Governance	43,186	35,186	48,663	13,477	38.3%
General Purpose Funding	1,301,757	1,001,442	1,050,309	48,867	4.9%
Law, Order and Public Safety	300,000	176,428	196,173	19,745	11.2%
Health	321,517	297,803	345,825	48,022	16.1%
Education and Welfare	119,968	78,064	87,029	8,965	11.5%
Community Amenities	910,344	724,043	658,900	(65,143)	-9.0%
Recreation and Culture	6,813,961	4,798,512	5,409,319	610,807	12.7%
Transport	5,119,621	3,634,634	5,154,205	1,519,571	41.8%
Economic Services	249,960	158,244	191,373	33,129	20.9%
Other Property and Services	525,869	162,153	291,404	129,251	79.7%
	15,706,183	11,066,509	13,433,200	2,366,691	21.4%
Expenditure from operating activities					
Governance	(3,491,595)	(2,236,864)	(2,049,652)	187,212	-8.4%
General Purpose Funding	(835,052)	(412,623)	(396,697)	15,926	-3.9%
Law, Order and Public Safety	(1,646,620)	(1,070,824)	(1,005,472)	65,352	-6.1%
Health	(1,725,084)	(1,097,158)	(1,011,628)	85,530	-7.8%
Education and Welfare	(352,855)	(228,704)	(260,059)	(31,355)	13.7%
Community Amenities	(12,410,533)	(7,423,531)	(7,152,651)	270,880	-3.6%
Recreation and Culture	(20,984,153)	(14,156,488)	(15,440,756)	(1,284,268)	9.1%
Transport	(13,340,099)	(9,084,807)	(9,484,855)	(400,048)	4.4%
Economic Services	(626,226)	(431,662)	(358,979)	72,683	-16.8%
Other Property and Services	(2,402,572)	(1,521,994)	(1,204,283)	317,711	-20.9%
	(57,814,789)	(37,664,655)	(38,365,032)	(700,377)	1.9%
Add Deferred Rates Adjustment	0	0	15,886	15,886	0.0%
Add Back Depreciation	11,857,595	7,905,087	9,317,431	1,412,344	17.9%
Adjust (Profit)/Loss on Asset Disposal	(79,199)	170,801	39,395	(131,406)	-76.9%
	11,778,396	8,075,888	9,372,712	1,296,824	16.1%
Amount attributable to operating activities	(30,330,210)	(18,522,258)	(15,559,120)	2,963,138	-16.0%
Investing Activities					
Non-operating Grants, Subsidies and Contributions	1,704,483	1,236,150	578,574	(657,576)	-53.2%
Purchase Land and Buildings	(5,205,171)	(2,897,601)	(650,076)	2,247,525	-77.6%
Purchase Infrastructure Assets	(4,706,283)	(2,436,474)	(2,165,378)	271,096	-11.1%
Purchase Plant and Equipment	(378,812)	(348,550)	(285,155)	63,395	-18.2%
Purchase Furniture and Equipment	(1,272,100)	(572,800)	(244,431)	328,369	-57.3%
Proceeds from Joint Venture Operations	250,000	0	0	0	0.0%
Proceeds from Disposal of Assets	773,000	773,000	917,717	144,717	18.7%
Amount attributable to investing activities	(8,834,883)	(4,246,275)	(1,848,749)	2,397,526	-56.5%
Financing Activities					
Proceeds from Self Supporting Loan	2,500	0	0	0	0.0%
Principal elements of finance lease payments	(91,377)	(68,532)	(68,533)	(1)	0.0%
Repayment of Debentures	(887,431)	(571,178)	(571,178)	0	0.0%
Proceeds from New Debentures	0	0	0	0	0.0%
Transfer to Reserves	(1,692,450)	(1,189,296)	(1,404,879)	(215,583)	18.1%
Transfer from Reserves	4,051,183	2,743,276	1,033,833	(1,709,443)	-62.3%
Amount attributable to financing activities	1,382,425	914,270	(1,010,757)	(1,925,027)	-210.6%
Surplus/(Deficit) before general rates	(36,166,905)	(20,238,500)	(16,296,127)	3,942,373	-19.5%
Total amount raised from general rates	35,613,430	35,543,300	35,882,146	338,846	1.0%
Closing Funding Surplus/(Deficit)	(553,475)	15,304,800	19,586,019	4,281,219	28.0%

CITY OF VINCENT
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY
 BY PROGRAM - GRAPH
 AS AT 28 FEBRUARY 2020



CITY OF VINCENT
 NOTE 1 - CAPITAL REVENUE / EXPENDITURE PROGRAM
 AS AT 28 FEBRUARY 2020



CITY OF VINCENT
 NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME
 BY NATURE OR TYPE
 FOR THE PERIOD ENDED 28 FEBRUARY 2021



	Revised Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	YTD Variance %
Revenue					
Rates	35,613,430	35,543,300	35,882,146	338,846	1%
Operating Grants, Subsidies and Contributions	791,934	510,060	464,674	(45,386)	-8.9%
Fees and Charges	13,152,532	9,562,977	11,531,808	1,968,831	20.6%
Interest Earnings	483,205	363,588	383,179	19,591	5.4%
Other Revenue	1,022,010	623,382	979,657	356,275	57.2%
	51,063,111	46,603,307	49,241,464	2,638,157	5.7%
Expenses					
Employee Costs	(23,826,276)	(15,183,557)	(15,716,325)	(532,768)	3.5%
Materials and Contracts	(16,289,825)	(10,558,940)	(9,828,954)	729,986	-6.9%
Utility Charges	(1,575,540)	(997,297)	(943,440)	53,857	-5.4%
Depreciation on Non-Current Assets	(11,857,595)	(7,905,087)	(9,317,431)	(1,412,344)	17.9%
Interest Expenses	(491,960)	(295,354)	(284,494)	10,860	-3.7%
Insurance Expenses	(512,653)	(339,404)	(339,404)	0	0.0%
Other Expenditure	(3,083,637)	(2,207,713)	(1,827,020)	380,693	-17.2%
	(57,637,486)	(37,487,352)	(38,257,068)	(769,716)	2.1%
	(6,574,375)	9,115,955	10,984,396	1,868,441	20.5%
Non-operating Grants, Subsidies and Contributions	1,704,483	1,236,150	583,886	(652,264)	-52.8%
Profit on Disposal of Assets	6,502	6,502	83,599	77,097	1185.7%
Loss on Disposal of Assets	(177,303)	(177,303)	(122,994)	54,309	-30.6%
Profit on Assets Held for Sale (TPRC Joint Venture)	250,000	0	0	0	0.0%
	1,783,682	1,065,349	544,491	(520,858)	-48.9%
Net result	(4,790,693)	10,181,304	11,528,887	1,347,583	13.2%
Other comprehensive income					
<i>Items that will not be reclassified subsequently to profit or loss</i>					
Total other comprehensive income	0	0	0	0	0.0%
Total comprehensive income	(4,790,693)	10,181,304	11,528,887	1,347,583	13.2%

CITY OF VINCENT
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 NOTE - NET CURRENT FUNDING POSITION
 FOR THE PERIOD ENDED 28 FEBRUARY 2021



	Note	YTD Actual 28/02/2021 \$	FY Actual 0/0 /2020 \$
Current Assets			
Ca re tr cted		21,651,743	,206,624
Ca Re tr cted		11,347,571	10, 76,522
e t e t		11,000	11,000
Rece a le -Rate	7	5,565,755	1,066,726
Rece a le - t er	8	2,218,248	2,626,72
e t r e		224,316	185,473
		<u>41,018,633</u>	<u>24,073,074</u>
Less Current Lia ilities			
a a le		7,187, 11	7, 34,281
r -e l ee		4,265,606	4,378,760
		<u>11,453,517</u>	<u>12,313,041</u>
Unad usted Net Current Assets		2 11 11 0 0	
Ad ust ents and exclusions per itted FM Reg 2			
Le Re er e -re tr cted ca	6	11,347,571	10, 76,525
Le Re tr cted- u dr De t r	- er at g Gra t	600,000	600,000
Le are tra er red r	cur re ta et	11,000	11,000
Add Cur re t r t l gter	r r g	15,81	887,431
Add r ge e tDe t r tra	er red t cur re ta	71,183	71,183
Add Cur re t r t l gter	a celea el a l t e	2,473	1,377
		<u>17,06</u>	<u>,637,534</u>
Ad usted Net Current Assets		1 8 020 2 122	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Chief Executive Officer						
Chief Executive Officer Expenditure						
Employee Costs	478,350	297,291	253,232	(44,059)	-17%	Favourable variance due to vacant position.
Other Employee Costs	25,566	15,490	14,579	(911)	-6%	
Other Expenses	120,700	98,706	63,321	(35,385)	-38%	Timing variance on Management programmes.
Operating Projects	15,000	15,000	0	(15,000)		
Chief Executive Officer Expenditure Total	639,616	426,487	331,132	(95,355)	-26%	
Chief Executive Officer Indirect Costs						
Allocations	(639,615)	(426,487)	(331,132)	95,355	-26%	
Chief Executive Officer Indirect Costs Total	(639,615)	(426,487)	(331,132)	95,355	-26%	
Chief Executive Officer Total	1	0	0	0	100%	
Members of Council						
Members Of Council Expenditure						
Employee Costs	124,855	76,309	67,086	(9,223)	-14%	
Other Employee Costs	20,000	13,336	0	(13,336)	-114%	
Other Expenses	352,600	230,356	226,291	(4,065)	-2%	
Members Of Council Expenditure Total	497,455	320,001	293,377	(26,624)	-9%	
Members Of Council Indirect Costs						
Allocations	45,712	29,720	26,641	(3,079)	-12%	
Members Of Council Indirect Costs Total	45,712	29,720	26,641	(3,079)	-12%	
Members of Council Total	543,167	349,721	320,018	(28,703)	-10%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Corporate Strategy and Governance Expenditure						
Corporate Strategy and Governance Expenditure						
Employee Costs	718,502	449,120	473,299	24,179	6%	
Other Employee Costs	12,000	8,000	993	(7,007)	-100%	
Other Expenses	148,950	99,312	71,326	(27,986)	-32%	\$12k legal cost not yet required and other variances are individually immaterial.
Operating Projects	67,000	41,500	32,250	(9,250)	-28%	
Corporate Strategy and Governance Expenditure Total	946,452	597,932	577,867	(20,065)	-4%	
Corporate Strategy and Governance Indirect Costs						
Corporate Strategy and Governance Indirect Costs						
Allocations	394,004	256,831	232,924	(23,907)	-11%	
Corporate Strategy and Governance Indirect Costs Total	394,004	256,831	232,924	(23,907)	-11%	
Corporate Strategy and Governance Indirect Costs Total	394,004	256,831	232,924	(23,907)	-11%	

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	Current Budget 2020/21	YTD Budget 28/02/2021	YTD Actual 28/02/2021	YTD Variance	Variance	Variance Commentary
	\$	\$	\$	\$	%	
Human Resources						
Human Resources Revenue						
Revenue	(35,000)	(35,000)	(48,250)	(13,250)	38%	
Human Resources Revenue Total	(35,000)	(35,000)	(48,250)	(13,250)	38%	
Human Resources Expenditure						
Employee Costs	774,811	518,732	602,936	84,204	18%	Timing variance relating to paid parental leave. This will be adjusted as part of March 2021 budget review.
Other Employee Costs	144,100	98,969	22,424	(76,545)	-89%	Favourable variance - \$13k external recruitment, \$16k training courses and \$22k agency labour cost not required yet.
Other Expenses	103,829	71,702	45,455	(26,247)	-41%	\$17k timing variance on subscriptions expense.
Human Resources Expenditure Total	1,022,740	689,403	670,815	(10,588)	-3%	
Human Resources Indirect Costs						
Allocations	(987,740)	(654,403)	(622,566)	31,837	-5%	
Human Resources Indirect Costs Total	(987,740)	(654,403)	(622,566)	31,837	-5%	
Human Resources Total	0	0	0	0	100%	
Information Technology						
Information Technology Expenditure						
Employee Costs	476,432	296,421	282,777	(13,644)	-5%	
Other Employee Costs	6,000	3,000	527	(2,473)	-82%	
Other Expenses	1,489,900	1,088,264	1,080,943	(7,321)	-1%	
Operating Projects	80,000	53,336	45,750	(7,586)	-16%	
Information Technology Expenditure Total	2,052,332	1,441,021	1,409,997	(31,024)	-2%	
Information Technology Indirect Costs						
Allocations	(2,052,332)	(1,441,021)	(1,409,997)	31,024	-2%	
Information Technology Indirect Costs Total	(2,052,332)	(1,441,021)	(1,409,997)	31,024	-2%	
Information Technology Total	0	0	0	(0)	100%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Records Management						
Records Management Revenue						
Revenue	(185)	(185)	(185)	0	0%	
Records Management Revenue Total	(185)	(185)	(185)	0	0%	
Records Management Expenditure						
Employee Costs	286,399	178,286	189,287	11,001	7%	
Other Employee Costs	4,000	1,405	(141)	(1,546)	-204%	
Other Expenses	38,650	26,150	9,114	(17,036)	-74%	
Operating Projects	40,000	26,400	11,405	(14,995)	-65%	
Records Management Expenditure Total	369,049	232,241	209,666	(22,575)	-11%	
Records Management Indirect Costs						
Allocations	(368,863)	(232,055)	(209,480)	22,575	-11%	
Records Management Indirect Costs Total	(368,863)	(232,055)	(209,480)	22,575	-11%	
Records Management Total	0	0	0	(0)	100%	
Director Community and Business Services						
Director Community and Business Services						
Revenue	0	0	0	0		
Employee Costs	297,506	186,695	209,701	23,006	14%	Budget phasing variance.
Other Employee Costs	3,671	2,448	1,414	(1,034)	-48%	
Other Expenses	4,250	2,824	1,397	(1,427)	-58%	
Director Community and Business Services Total	305,427	191,967	212,513	20,546	12%	
Director Community and Business Services Total	305,427	191,967	212,513	20,546	12%	
Director Community and Business Ser Indirect Costs						
Director Community and Business Ser Indirect Costs						
Allocations	(305,427)	(191,967)	(212,513)	(20,546)	12%	
Director Community and Business Ser Indirect Costs Total	(305,427)	(191,967)	(212,513)	(20,546)	12%	
Director Community and Business Ser Indirect Costs Total	(305,427)	(191,967)	(212,513)	(20,546)	12%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Finance Services						
Finance Services Revenue						
Revenue	(800)	(536)	(3,005)	(2,469)	526%	
Finance Services Revenue Total	(800)	(536)	(3,005)	(2,469)	526%	
Finance Services Expenditure						
Employee Costs	809,097	803,766	534,204	30,438	7%	
Other Employee Costs	9,100	3,064	3,936	872	29%	
Other Expenses	207,400	17,532	34,778	17,246	125%	
Finance Services Expenditure Total	1,025,597	824,362	572,918	48,556	11%	
Finance Services Indirect Costs						
Allocations	(1,024,797)	(823,826)	(569,913)	(46,087)	10%	
Finance Services Indirect Costs Total	(1,024,797)	(823,826)	(569,913)	(46,087)	10%	
Finance Services Total	0	0	0	0		
Insurance Premium						
Insurance Premium Expenditure						
Other Expenses	512,653	339,404	339,404	0	0%	
Insurance Premium Expenditure Total	512,653	339,404	339,404	0	0%	
Insurance Premium Recovery						
Allocations	(512,653)	(339,404)	(339,283)	121	0%	
Insurance Premium Recovery Total	(512,653)	(339,404)	(339,283)	121	0%	
Insurance Premium Total	0	0	121	121	100%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Insurance Claim						
Insurance Claim Recoup Revenue	(65,000)	(55,035)	(63,077)	(8,042)	15%	
Insurance Claim Recoup Total	(65,000)	(55,035)	(63,077)	(8,042)	15%	
Insurance Claim Expenditure Other Expenses	5,000	3,251	4,955	1,704	61%	
Insurance Claim Expenditure Total	5,000	3,251	4,955	1,704	61%	
Insurance Claim Total	(60,000)	(51,784)	(58,123)	(6,338)	12%	
Mindarie Regional Council						
Mindarie Regional Council Revenue						
Revenue	(141,110)	(75,707)	(157,024)	(81,317)	122%	Land sales withholding tax higher than anticipated.
Mindarie Regional Council Revenue Total	(141,110)	(75,707)	(157,024)	(81,317)	122%	
Mindarie Regional Council Expenditure						
Other Expenses	32,000	32,000	28,617	(3,383)	-11%	
Land - Revaluation Decrement	0	0	0	0		
Mindarie Regional Council Expenditure Total	32,000	32,000	28,617	(3,383)	-11%	
Mindarie Regional Council Total	(109,110)	(43,707)	(128,407)	(84,700)	243%	
General Purpose Revenue						
General Purpose Revenue						
Revenue	(808,757)	(575,853)	(543,221)	32,632	-8%	
General Purpose Revenue Total	(808,757)	(575,853)	(543,221)	32,632	-8%	
General Purpose Revenue Total	(808,757)	(575,853)	(543,221)	32,632	-8%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Rates Services						
Rates Services Revenue						
Revenue	(36,106,430)	(35,968,889)	(36,389,234)	(420,345)	1%	
Rates Services Revenue Total	(36,106,430)	(35,968,889)	(36,389,234)	(420,345)	1%	
Rates Services Expenditure						
Employee Costs	258,785	161,065	172,671	11,606	8%	
Other Employee Costs	0	0	0	0		
Other Expenses	173,950	150,016	135,225	(14,791)	-11%	
Operating Projects	250,000	2,500	0	(2,500)		
Rates Services Expenditure Total	682,735	313,581	307,896	(5,685)	-2%	
Rates Services Indirect Costs						
Allocations	152,317	99,042	88,801	(10,241)	-12%	
Rates Services Indirect Costs Total	152,317	99,042	88,801	(10,241)	-12%	
Rates Services Total	(35,271,378)	(35,556,266)	(35,992,537)	(436,271)	1%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Marketing and Communications						
Marketing and Communications Revenue						
Revenue	(8,000)	0	(227)	(227)	100%	
Marketing and Communications Revenue Total	(8,000)	0	(227)	(227)	100%	
Marketing and Communications Expenditure						
Employee Costs	708,647	440,918	475,340	34,422	9%	
Other Employee Costs	1,000	750	68	(682)	-91%	
Other Expenses	437,643	284,137	159,247	(124,890)	-57%	Timing variance of works relating to advertising, community arts programmes, artwork maintenance and public relations.
Operating Projects	50,000	27,300	15,223	(12,077)	-47%	
Marketing and Communications Expenditure Total	1,197,290	753,105	649,878	(103,227)	-16%	
Marketing and Communications Indirect Costs						
Allocations	375,681	244,275	220,715	(23,560)	-11%	
Marketing and Communications Indirect Costs Total	375,681	244,275	220,715	(23,560)	-11%	
Marketing and Communications Total	1,564,971	997,380	870,366	(127,014)	-15%	
Art and Culture						
Art and Culture						
Other Expenses	46,000	8,250	14,346	6,096	74%	
Art and Culture Total	46,000	8,250	14,346	6,096	74%	
Art and Culture Total	46,000	8,250	14,346	6,096	74%	



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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Community Partnerships Revenue						
Community Partnerships Revenue						
Revenue	(1,259)	(840)	(1,149)	(309)	42%	
Community Partnerships Revenue Total	(1,259)	(840)	(1,149)	(309)	42%	
Community Partnerships Revenue Total						
Community Partnerships Revenue Total	(1,259)	(840)	(1,149)	(309)	42%	
Community Partnership Expenditure						
Community Partnership Expenditure						
Employee Costs	419,497	261,317	278,938	17,621	8%	
Other Employee Costs	9,430	7,952	2,952	(5,000)	-66%	
Other Expenses	252,300	130,716	47,790	(82,926)	-68%	Timing variance relating to the delivery of events, recreational programmes and donations.
Community Partnership Expenditure Total	681,197	399,985	329,680	(70,305)	-20%	
Community Partnership Expenditure Total						
Community Partnership Expenditure Total	681,197	399,985	329,680	(70,305)	-20%	
Community Partnerships Indirect Costs						
Community Partnerships Indirect Costs						
Allocations	236,384	153,742	146,364	(7,378)	-5%	
Library Occupancy Costs Allocations	0	0	0	0		
Community Partnerships Indirect Costs Total	236,384	153,742	146,364	(7,378)	-5%	
Community Partnerships Indirect Costs Total						
Community Partnerships Indirect Costs Total	236,384	153,742	146,364	(7,378)	-5%	
Beatty Park Leisure Centre Administration						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(1,894,500)	(1,520,255)	(1,578,486)	(58,231)	4%	
Beatty Park Leisure Centre Admin Revenue Total	(1,894,500)	(1,520,255)	(1,578,486)	(58,231)	4%	
Beatty Park Leisure Centre Admin Indirect Revenue						
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	1,894,500	1,520,255	1,578,367	58,112	4%	
Beatty Park Leisure Centre Admin Indirect Revenue Total	1,894,500	1,520,255	1,578,367	58,112	4%	
Beatty Park Leisure Centre Admin Expenditure						
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	812,325	485,526	470,556	(14,970)	-4%	
Other Employee Costs	19,128	13,368	6,794	(6,574)	-59%	
Other Expenses	130,280	80,778	82,495	1,717	2%	
Beatty Park Leisure Centre Admin Expenditure Total	961,703	579,672	559,846	(19,826)	-4%	
Beatty Park Leisure Centre Admin Indirect Costs						
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(961,703)	(579,672)	(559,727)	19,945	-4%	
Beatty Park Leisure Centre Admin Indirect Costs Total	(961,703)	(579,672)	(559,727)	19,945	-4%	
Beatty Park Leisure Centre Administration Total						
Beatty Park Leisure Centre Administration Total	0	0	0	(0)	100%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Beatty Park Leisure Centre Building						
Beatty Park Leisure Centre Building Revenue						
Revenue	(292,386)	(121,748)	(94,961)	26,788	-30%	\$23k timing variance relating to lease and rental property income.
Beatty Park Leisure Centre Building Revenue Total	(292,386)	(121,748)	(94,961)	26,788	-30%	
Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	421,350	281,483	241,983	(39,500)	-17%	Timing variance of works.
Ground Maintenance	41,800	28,808	34,326	5,517	22%	
Other Expenses	2,102,757	1,384,956	1,295,952	(89,004)	-7%	
Beatty Park Leisure Centre Occupancy Costs Total	2,565,907	1,695,247	1,572,260	(122,987)	-8%	
Beatty Park Leisure Centre Indirect Costs						
Allocations	(2,273,521)	(1,599,964)	(1,477,300)	122,664	-9%	
Beatty Park Leisure Centre Indirect Costs Total	(2,273,521)	(1,599,964)	(1,477,300)	122,664	-9%	
Beatty Park Leisure Centre Building Total	0	(26,465)	(0)	26,465	-100%	
Swimming Pool Areas						
Swimming Pool Areas Revenue						
Revenue	(1,128,250)	(832,975)	(942,003)	(109,028)	15%	Revenue higher than budget estimates for admission fees. Budget will be adjusted as part of March 2021 budget review.
Swimming Pool Areas Revenue Total	(1,128,250)	(832,975)	(942,003)	(109,028)	15%	
Swimming Pool Areas Indirect Revenue						
Allocations	(305,589)	(245,220)	(254,748)	(9,528)	4%	
Swimming Pool Areas Indirect Revenue Total	(305,589)	(245,220)	(254,748)	(9,528)	4%	
Swimming Pool Areas Expenditure						
Employee Costs	882,057	572,096	654,460	82,364	16%	Salary cost to be adjusted as part of March 2021 budget review.
Other Employee Costs	14,500	9,375	6,212	(3,163)	-34%	
Other Expenses	140,470	93,503	128,324	34,821	42%	Unfavourable variance. \$20k relates to water treatment and \$11k relates to plant maintenance, to be adjusted as part of the March 2021 budget review.
Swimming Pool Areas Expenditure Total	1,037,027	674,974	788,996	114,022	19%	
Swimming Pool Areas Indirect Costs						
Allocations	2,515,969	1,700,198	1,593,416	(106,782)	-7%	
Swimming Pool Areas Indirect Costs Total	2,515,969	1,700,198	1,593,416	(106,782)	-7%	
Swimming Pool Areas Total	2,119,157	1,296,977	1,185,661	(111,316)	-10%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Swim School						
Swim School Revenue						
Revenue	(1,078,500)	(786,250)	(894,044)	(107,794)	15%	Revenue higher than anticipated.
Swim School Revenue Total	(1,078,500)	(786,250)	(894,044)	(107,794)	15%	
Swim School Indirect Revenue						
Allocations	(3,597)	(2,887)	(2,841)	46	-2%	
Swim School Indirect Revenue Total	(3,597)	(2,887)	(2,841)	46	-2%	
Swim School Expenditure						
Employee Costs	526,934	452,897	515,753	62,856	15%	Salary cost to be adjusted as part of March 2021 budget review.
Other Employee Costs	6,000	3,750	1,415	(2,335)	-62%	
Other Expenses	27,750	16,858	15,817	(1,041)	-7%	
Swim School Expenditure Total	560,684	473,505	532,985	59,480	13%	
Swim School Indirect Costs						
Allocations	183,075	117,254	112,036	(5,218)	-5%	
Swim School Indirect Costs Total	183,075	117,254	112,036	(5,218)	-5%	
Swim School Total	(338,338)	(198,378)	(251,864)	(53,486)	34%	
Cafe						
Cafe Expenditure						
Employee Costs	34,280	34,280	34,280	0	0%	
Other Employee Costs	0	0	0	0		
Other Expenses	0	0	728	728	100%	
Cafe Expenditure Total	34,280	34,280	35,008	728	2%	
Cafe Total	34,280	34,280	35,008	728	2%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Retail						
Retail Revenue						
Revenue	(355,000)	(308,000)	(426,741)	(118,741)	41%	Revenue higher than anticipated.
Retail Revenue Total	(355,000)	(308,000)	(426,741)	(118,741)	41%	
Retail Indirect Revenue						
Allocations	(754)	(606)	(631)	(25)	5%	
Retail Indirect Revenue Total	(754)	(606)	(631)	(25)	5%	
Retail Expenditure						
Employee Costs	53,146	33,218	39,096	5,878	20%	
Other Employee Costs	250	125	0	(125)	-100%	
Other Expenses	147,700	121,201	191,630	70,429	64%	Timing variance relating to the purchase of stock.
Retail Expenditure Total	201,096	154,544	230,726	76,182	54%	
Retail Indirect Costs						
Allocations	74,954	49,108	46,563	(2,545)	-6%	
Retail Indirect Costs Total	74,954	49,108	46,563	(2,545)	-6%	
Retail Total	(79,704)	(104,954)	(150,083)	(45,129)	42%	
Health and Fitness						
Health and Fitness Revenue						
Revenue	(116,600)	(81,060)	(94,757)	(13,697)	19%	
Health and Fitness Revenue Total	(116,600)	(81,060)	(94,757)	(13,697)	19%	
Health and Fitness Indirect Revenue						
Allocations	(1,048,418)	(841,311)	(873,078)	(31,767)	4%	
Health and Fitness Indirect Revenue Total	(1,048,418)	(841,311)	(873,078)	(31,767)	4%	
Health and Fitness Expenditure						
Employee Costs	521,416	358,284	412,623	54,339	17%	Due to increased activity at Beatty Park, casual staff hire costs have increased. This will be adjusted as part of the March 2021 budget review.
Other Employee Costs	8,700	6,150	935	(5,216)	-120%	
Other Expenses	90,000	56,037	58,602	2,565	5%	
Health and Fitness Expenditure Total	620,116	420,471	472,159	51,688	14%	
Health and Fitness Indirect Costs						
Allocations	519,775	347,707	327,225	(20,482)	-7%	
Health and Fitness Indirect Costs Total	519,775	347,707	327,225	(20,482)	-7%	
Health and Fitness Total	(25,127)	(154,193)	(168,451)	(14,258)	10%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Group Fitness						
Group Fitness Revenue						
Revenue	(65,000)	(45,000)	(53,287)	(8,287)	21%	
Group Fitness Revenue Total	(65,000)	(45,000)	(53,287)	(8,287)	21%	
Group Fitness Indirect Revenue						
Allocations	(355,377)	(285,656)	(296,575)	(10,919)	4%	
Group Fitness Indirect Revenue Total	(355,377)	(285,656)	(296,575)	(10,919)	4%	
Group Fitness Expenditure						
Employee Costs	165,428	119,918	146,786	26,868	25%	Due to increased activity at Beatty Park, casual staff hire costs have increased. This will be adjusted as part of the March 2021 budget review.
Other Employee Costs	3,500	2,500	318	(2,182)	-125%	
Other Expenses	105,245	75,123	80,212	5,089	8%	
Group Fitness Expenditure Total	274,173	197,541	227,315	29,774	17%	
Group Fitness Indirect Costs						
Allocations	183,213	121,423	114,431	(6,992)	-7%	
Group Fitness Indirect Costs Total	183,213	121,423	114,431	(6,992)	-7%	
Group Fitness Total	36,409	(11,692)	(8,116)	3,576	-33%	
Aqua Fitness						
Aqua Fitness Revenue						
Revenue	(12,000)	(11,097)	(10,630)	467	-5%	
Aqua Fitness Revenue Total	(12,000)	(11,097)	(10,630)	467	-5%	
Aqua Fitness Indirect Revenue						
Allocations	(150,802)	(121,012)	(125,638)	(4,626)	4%	
Aqua Fitness Indirect Revenue Total	(150,802)	(121,012)	(125,638)	(4,626)	4%	
Aqua Fitness Expenditure						
Employee Costs	18,284	11,429	16,979	5,550	55%	
Other Employee Costs	480	225	0	(225)	-100%	
Other Expenses	14,100	10,950	4,925	(6,025)	-62%	
Aqua Fitness Expenditure Total	32,814	22,604	21,904	(700)	-4%	
Aqua Fitness Indirect Costs						
Allocations	104,483	66,362	63,480	(2,882)	-5%	
Aqua Fitness Indirect Costs Total	104,483	66,362	63,480	(2,882)	-5%	
Aqua Fitness Total	(25,525)	(43,143)	(50,884)	(7,741)	20%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Crèche						
Crèche Revenue						
Revenue	(13,000)	(8,664)	(11,835)	(3,171)	42%	
Crèche Revenue Total	(13,000)	(8,664)	(11,835)	(3,171)	42%	
Allocations	(29,363)	(23,563)	(24,465)	(902)	4%	
Crèche Indirect Revenue Total	(29,363)	(23,563)	(24,465)	(902)	4%	
Crèche Expenditure						
Employee Costs	145,277	90,658	107,415	16,757	21%	
Other Employee Costs	750	525	652	127	24%	
Other Expenses	2,110	1,322	204	(1,118)	-94%	
Crèche Expenditure Total	148,137	92,505	108,270	15,765	19%	
Crèche Indirect Costs						
Allocations	91,546	60,310	56,975	(3,335)	-5%	
Crèche Indirect Costs Total	91,546	60,310	56,975	(3,335)	-6%	
Crèche Total	197,320	120,588	128,946	8,358	8%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Customer Service Centre						
Customer Services Centre Expenditure						
Employee Costs	549,095	342,110	306,916	(35,194)	-12%	Staff providing service within two areas therefore savings identified in this section will be offset against over spend in Loftus Community Centre section.
Other Employee Costs	6,050	4,032	2,675	(1,357)	-38%	
Other Expenses	24,950	16,718	12,934	(3,764)	-26%	
Customer Services Centre Expenditure Total	580,095	362,860	322,525	(40,335)	-13%	
Customer Services Centre Indirect Costs						
Allocations	(580,095)	(362,860)	(322,525)	40,335	-13%	
Customer Service Centre Total	0	0	0	0	100%	
Library Services						
Library Services Revenue						
Revenue	(10,100)	(6,728)	(7,485)	(757)	13%	
Library Services Revenue Total	(10,100)	(6,728)	(7,485)	(757)	13%	
Library Services Expenditure						
Employee Costs	973,812	605,841	630,045	24,204	5%	
Other Employee Costs	7,100	4,728	5,043	315	8%	
Other Expenses	99,000	66,024	42,809	(23,215)	-40%	\$7k timing variance for Local History programmes, other positive variances are individually immaterial.
Library Services Expenditure Total	1,079,912	676,593	677,896	1,303	0%	
Library Services Indirect Costs						
Allocations	423,638	272,157	264,774	(7,383)	-3%	
Community Partnerships Mgmt Admin Alloca	0	0	0	0		
Library Occupancy Costs Allocations	12,814	8,633	41,269	32,636	447%	
Library Services Indirect Costs Total	436,452	280,790	306,043	25,253	10%	
Library Services Total	1,506,264	950,655	976,454	25,799	3%	
Library Building						
Library Occupancy Costs						
Building Maintenance	94,700	65,478	60,532	(4,946)	-9%	
Ground Maintenance	5,000	2,500	0	(2,500)	-100%	
Other Expenses	154,564	103,371	105,235	1,864	2%	
Library Occupancy Costs Total	254,264	171,349	165,767	(5,582)	-4%	
Library Indirect Costs						
Allocations	6,185	4,120	4,120	0	0%	
Library Occupancy Costs Recovery	(52,089)	(35,093)	(167,827)	(132,734)	447%	
Library Indirect Costs Total	(45,904)	(30,973)	(163,707)	(132,734)	509%	
Library Building Total	208,360	140,376	2,060	(138,316)	-116%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Loftus Community Centre Revenue						
Loftus Community Centre Revenue						
Revenue	(46,000)	(30,664)	(44,657)	(13,993)	52%	
Loftus Community Centre Revenue Total	(46,000)	(30,664)	(44,657)	(13,993)	52%	
Loftus Community Centre Expenditure						
Loftus Community Centre Expenditure						
Employee Costs	89,490	75,728	91,074	15,346	22%	Staff providing service within two areas therefore savings identified in this section will be offset against over spend in Loftus Community Centre section.
Other Employee Costs	1,500	1,000	604	(396)	-48%	
Building Maintenance	16,272	10,848	0	(10,848)	-114%	
Other Expenses	36,160	23,659	8,539	(15,120)	-74%	
Loftus Community Centre Expenditure Total	143,392	111,235	100,217	(11,018)	-11%	
Loftus Community Centre Indirect Costs						
Loftus Community Centre indirect Costs						
Allocations	44,359	28,503	27,578	(925)	-4%	
Loftus Community Centre Indirect Costs Total	44,359	28,503	27,578	(925)	-4%	
Loftus Community Centre Indirect Costs Total	44,359	28,503	27,578	(925)	-4%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Senior and Disability Services Revenue						
Senior and Disability Services Revenue						
Revenue	(13,500)	(4,750)	(1,750)	3,000	-63%	
Senior and Disability Services Revenue Total	(13,500)	(4,750)	(1,750)	3,000	-63%	
Senior and Disability Services Expenditure						
Senior and Disability Services Expenditure						
Other Expenses	17,000	6,500	11,723	5,223	116%	
Senior and Disability Services Expenditure Total	17,000	6,500	11,723	5,223	116%	
Director Strategy and Development Services						
Director Strategy and Development Services						
Employee Costs	316,345	196,944	230,340	33,395	19%	Budget phasing variance.
Other Employee Costs	1,100	736	45	(591)	-107%	
Other Expenses	1,800	1,200	394	(806)	-77%	
Director Strategy and Development Services Total	319,245	198,880	230,779	31,859	18%	
Director Strategy and Development Ser Indirect Co						
Director Strategy and Development Ser Indirect Co						
Allocations	(319,245)	(198,880)	(230,779)	(31,859)	18%	
Director Strategy and Development Ser Indirect Co Total	(319,245)	(198,880)	(230,779)	(31,859)	18%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Health Administration and Inspection						
Health Administration and Inspection Revenue						
Revenue	(292,020)	(277,971)	(321,050)	(43,079)	16%	Revenue higher than anticipated as a result of operations commencing back to normal. Budget to be adjusted as part of March 2021 budget review.
Health Administration and Inspection Revenue Total	(292,020)	(277,971)	(321,050)	(43,079)	16%	
Health Administration and Inspection Expenditure						
Employee Costs	996,493	620,083	598,755	(21,328)	-4%	
Other Employee Costs	22,815	15,216	5,382	(9,834)	-74%	
Other Expenses	52,750	35,168	13,505	(21,663)	-70%	\$21k relates to depreciation allocated, will be adjusted as part of March 2021 MYBR.
Health Administration and Inspection Expenditure Total	1,072,058	670,467	617,641	(52,826)	-9%	
Health Administration and Inspection Indirect Cost						
Allocations	558,451	363,449	332,922	(30,527)	-10%	
Health Administration and Inspection Indirect Cost Total	558,451	363,449	332,922	(30,527)	-10%	
Health Administration and Inspection Total	1,338,489	755,945	629,513	(126,432)	-20%	
Food Control						
Food Control Revenue						
Revenue	(500)	(250)	0	250	-100%	
Food Control Revenue Total	(500)	(250)	0	250	-100%	
Food Control Expenditure						
Other Expenses	12,500	8,164	4,743	(3,421)	-47%	
Food Control Expenditure Total	12,500	8,164	4,743	(3,421)	-47%	
Food Control Total	12,000	7,914	4,743	(3,171)	-46%	
Health Clinics						
Health Clinics Revenue						
Revenue	(28,997)	(19,582)	(24,775)	(5,193)	27%	
Health Clinics Revenue Total	(28,997)	(19,582)	(24,775)	(5,193)	27%	
Health Clinics Expenditure						
Building Maintenance	18,600	12,823	9,150	(3,373)	-33%	
Ground Maintenance	0	0	1,663	1,663	100%	
Other Expenses	61,507	41,243	44,198	2,955	8%	
Health Clinics Expenditure Total	80,107	53,766	55,010	1,244	3%	
Health Clinics Indirect Costs						
Allocations	1,968	1,312	1,312	0	0%	
Health Clinics Indirect Costs Total	1,968	1,312	1,312	0	0%	
Health Clinics Total	53,078	35,496	31,547	(3,349)	-14%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Statutory Planning Services						
Statutory Planning Services Revenue						
Revenue	(404,684)	(277,206)	(285,352)	(8,146)	3%	
Statutory Planning Services Revenue Total	(404,684)	(277,206)	(285,352)	(8,146)	3%	
Statutory Planning Services Expenditure						
Employee Costs	1,097,029	682,542	675,067	(7,475)	-1%	
Other Employee Costs	11,074	7,384	5,387	(1,997)	-31%	
Other Expenses	184,500	88,656	58,857	(29,799)	-41%	\$8k timing variance on design advisory committee member fee and other favourable variances that are individually immaterial.
Statutory Planning Services Expenditure Total	1,292,603	778,582	739,311	(39,271)	-6%	
Statutory Planning Services Indirect Costs						
Allocations	562,940	366,107	333,119	(32,988)	-10%	
Statutory Planning Services Indirect Costs Total	562,940	366,107	333,119	(32,988)	-10%	
Statutory Planning Services Total	1,450,859	867,483	787,078	(80,405)	-11%	
Compliance Services						
Compliance Services Revenue						
Revenue	(43,313)	(34,400)	(43,628)	(9,228)	29%	
Compliance Services Revenue Total	(43,313)	(34,400)	(43,628)	(9,228)	29%	
Compliance Services Expenditure						
Employee Costs	443,833	276,171	276,883	712	0%	
Other Employee Costs	8,221	5,480	4,001	(1,479)	-31%	
Other Expenses	67,100	44,728	33,189	(11,539)	-29%	
Compliance Services Expenditure Total	519,154	326,379	314,073	(12,306)	-4%	
Compliance Services Indirect Costs						
Allocations	260,865	169,737	160,643	(9,094)	-6%	
Compliance Services Indirect Costs Total	260,865	169,737	160,643	(9,094)	-6%	
Compliance Services Total	736,706	451,716	431,088	(30,628)	-8%	

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 BY SERVICE AREAS
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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Policy and Place Services						
Policy and Place Services Revenue						
Revenue	(1,800)	(1,200)	(4,470)	(3,270)	311%	
Policy and Place Services Revenue Total	(1,800)	(1,200)	(4,470)	(3,270)	311%	
Policy and Place Serv Expenditure						
Employee Costs	1,229,521	755,336	819,717	54,381	8%	
Other Employee Costs	13,600	9,064	6,694	(2,370)	-30%	
Other Expenses	726,346	240,137	90,298	(149,839)	-72%	Timing variance of works relating to leisure and strategic planning programmes.
Operating Projects	0	0	0	0		
Policy and Place Serv Expenditure Total	1,969,467	1,014,537	916,710	(97,827)	-11%	
Policy and Place Services Indirect Cost						
Allocations	686,210	446,282	407,485	(38,797)	-10%	
Policy and Place Services Indirect Cost Total	686,210	446,282	407,485	(38,797)	-10%	
Policy and Place Services Total	2,653,877	1,459,619	1,319,724	(139,895)	-11%	
Building Control						
Building Control Revenue						
Revenue	(246,050)	(154,334)	(191,373)	(37,039)	28%	Building licenses revenue higher than anticipated.
Building Control Revenue Total	(246,050)	(154,334)	(191,373)	(37,039)	28%	
Building Control Expenditure						
Employee Costs	317,088	197,400	217,260	19,860	11%	
Other Employee Costs	9,282	6,192	14,041	7,849	148%	
Other Expenses	10,650	7,240	2,293	(4,947)	-78%	
Building Control Expenditure Total	337,220	210,832	233,593	22,761	12%	
Building Control Indirect Costs						
Allocations	188,006	122,330	124,124	1,794	2%	
Building Control Indirect Costs Total	188,006	122,330	124,124	1,794	2%	
Building Control Total	279,176	178,828	166,345	(12,463)	-8%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Director Infrastructure and Environment Expe						
Director Infrastructure and Environment Expe						
Employee Costs	394,112	245,393	261,170	15,777	7%	
Other Employee Costs	7,518	5,008	6,155	1,147	26%	
Other Expenses	48,450	22,737	21,510	(1,227)	-8%	
Director Infrastructure and Environment Expe Total	490,080	273,138	288,835	15,697	7%	
Director Infrastructure and Environment Expe Total						
490,080	273,138	288,835	15,697	7%		
Director Infrastructure and Environment Indirect						
Director Infrastructure and Environment Indirect						
Allocations	(450,080)	(273,138)	(288,835)	(15,697)	7%	
Director Infrastructure and Environment Indirect Total	(450,080)	(273,138)	(288,835)	(15,697)	7%	
Director Infrastructure and Environment Indirect Total						
(450,080)	(273,138)	(288,835)	(15,697)	7%		
Ranger Services Administration						
Ranger Services Administration Revenue						
Revenue	(3,000)	(2,047)	(1,816)	231	-13%	
Ranger Services Administration Revenue Total	(3,000)	(2,047)	(1,816)	231	-13%	
Ranger Services Administration Expenditure						
Employee Costs	2,298,535	1,442,531	1,504,547	62,016	5%	
Other Employee Costs	51,034	34,295	22,095	(12,200)	-39%	
Other Expenses	196,000	130,355	109,656	(20,699)	-18%	Favourable variance however Individually Immaterial.
Lease Expenses	3,263	2,448	2,447	(1)	0%	
Ranger Services Administration Expenditure Total	2,548,832	1,609,629	1,636,745	29,116	2%	
Ranger Services Administration Indirect Costs						
Allocations	(2,545,832)	(1,607,582)	(1,636,930)	(29,348)	2%	
Ranger Services Administration Indirect Costs Total	(2,545,832)	(1,607,582)	(1,636,930)	(29,348)	2%	
Ranger Services Administration Total						
0	0	0	0	0	100%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Fire Prevention						
Fire Prevention Revenue						
Revenue	(1,500)	0	(2,607)	(2,607)	100%	
Fire Prevention Revenue Total	(1,500)	0	(2,607)	(2,607)	100%	
Fire Prevention Expenditure						
Other Expenses	100	0	0	0		
Fire Prevention Expenditure Total	100	0	0	0		
Fire Prevention Indirect Costs						
Allocations	35,148	22,340	24,668	2,328	12%	
Fire Prevention Indirect Costs Total	35,148	22,340	24,668	2,328	12%	
Fire Prevention Total	33,748	22,340	22,061	(275)	-1%	
Animal Control						
Animal Control Revenue						
Revenue	(92,150)	(72,361)	(77,089)	(4,728)	7%	
Animal Control Revenue Total	(92,150)	(72,361)	(77,089)	(4,728)	7%	
Animal Control Expenditure						
Other Expenses	14,500	9,557	15,419	5,862	69%	
Animal Control Expenditure Total	14,500	9,557	15,419	5,862	69%	
Animal Control Indirect Costs						
Allocations	281,290	178,783	186,106	7,323	5%	
Animal Control Indirect Costs Total	281,290	178,783	186,106	7,323	5%	
Animal Control Total	203,640	115,979	124,436	8,457	9%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Local Laws (Law and Order)						
Local Laws (Law and Order) Revenue						
Revenue	(153,350)	(102,020)	(102,720)	(700)	1%	
Local Laws (Law and Order) Revenue Total	(153,350)	(102,020)	(102,720)	(700)	1%	
Local Laws (Law and Order) Indirect Costs						
Allocations	450,054	286,053	297,770	11,717	5%	
Local Laws (Law and Order) Indirect Costs Total	450,054	286,053	297,770	11,717	5%	
Local Laws (Law and Order) Total	296,714	184,033	195,050	11,017	7%	
Abandoned Vehicles						
Abandoned Vehicles Revenue						
Revenue	(9,500)	(5,059)	(6,421)	(1,362)	34%	
Abandoned Vehicles Revenue Total	(9,500)	(5,059)	(6,421)	(1,362)	34%	
Abandoned Vehicles Expenditure						
Other Expenses	6,000	3,253	755	(2,498)	-97%	
Abandoned Vehicles Expenditure Total	6,000	3,253	755	(2,498)	-97%	
Abandoned Vehicles Indirect Costs						
Allocations	393,803	250,294	260,549	10,255	5%	
Abandoned Vehicles Indirect Costs Total	393,803	250,294	260,549	10,255	5%	
Abandoned Vehicles Total	390,303	248,488	254,883	6,395	3%	

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Inspectorial Control						
Inspectorial Control Revenue						
Revenue	(1,528,250)	(1,275,954)	(1,313,460)	(37,506)	3%	
Inspectorial Control Revenue Total	(1,528,250)	(1,275,954)	(1,313,460)	(37,506)	3%	
Inspectorial Control Expenditure						
Other Expenses	868,423	716,596	921,602	205,006	30%	Unfavourable variance due to higher than forecasted depreciation. To be adjusted as part of the March 2021 budget review.
Inspectorial Control Expenditure Total	868,423	716,596	921,602	205,006	30%	
Inspectorial Control Indirect Costs						
Allocations	2,531,601	1,609,035	1,674,955	65,920	5%	
Inspectorial Control Indirect Costs Total	2,531,601	1,609,035	1,674,955	65,920	5%	
Inspectorial Control Total	1,871,774	1,049,677	1,283,097	233,420	25%	
Car Park Control						
Car Park Control Revenue						
Revenue	(1,818,854)	(1,201,974)	(1,745,718)	(543,744)	51%	Revenue higher than anticipated as a result of increased visitor activity within the City.
Car Park Control Revenue Total	(1,818,854)	(1,201,974)	(1,745,718)	(543,744)	51%	
Car Park Control Expenditure						
Ground Maintenance	149,000	88,120	134,437	46,317	60%	
Other Expenses	637,730	452,807	482,764	29,957	8%	Timing variance relating to parking revenue distribution at two leased car parking facilities.
Car Park Control Expenditure Total	786,730	540,927	617,200	76,273	16%	
Car Park Control Total	(1,032,124)	(661,047)	(1,128,518)	(467,471)	78%	
Kerbside Parking Control						
Kerbside Parking Control Revenue						
Revenue	(1,627,608)	(1,078,848)	(1,796,189)	(717,341)	76%	Revenue higher than anticipated as a result of increased visitor activity within the City.
Kerbside Parking Control Revenue Total	(1,627,608)	(1,078,848)	(1,796,189)	(717,341)	76%	
Kerbside Parking Control Expenditure						
Other Expenses	490,252	304,994	324,442	19,448	7%	Unfavourable variance of \$22k relating to collection fees associated with the increase in revenue.
Kerbside Parking Control Expenditure Total	490,252	304,994	324,442	19,448	7%	
Kerbside Parking Control Total	(1,137,356)	(773,854)	(1,471,747)	(697,893)	103%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Dog Pound Expenditure						
Dog Pound Expenditure						
Building Maintenance	1,500	750	1,030	280	37%	
Ground Maintenance	0	0	653	653	100%	
Dog Pound Expenditure Total	1,500	750	1,683	933	124%	
Dog Pound Expenditure Total	1,500	750	1,683	933	124%	
Community Connections Revenue						
Community Connections Revenue						
Revenue	(50,000)	0	0	0		
Community Connections Revenue Total	(50,000)	0	0	0		
Community Connections Revenue Total	(50,000)	0	0	0		
Community Connections						
Community Connections Expenditure						
Employee Costs	50,468	31,439	33,240	1,801	7%	
Other Employee Costs	0	0	0	0		
Other Expenses	98,880	70,249	43,601	(25,648)	-40%	Timing variance of works relating to community safety programmes.
Operating Projects	50,000	10,000	9,061	(939)	-19%	
Community Connections Expenditure Total	199,348	111,688	86,902	(25,786)	-26%	
Community Connections Indirect Costs						
Allocations	23,847	15,320	19,922	4,202	31%	
Community Partnerships Mgmt Admin Alloca	0	0	0	0		
Library Occupancy Costs Allocations	721	486	2,316	1,830	445%	
Community Connections Indirect Costs Total	24,568	15,806	21,838	6,032	44%	
Community Connections Total	223,916	127,494	107,740	(19,754)	-18%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Engineering Design Services						
Engineering Design Services Revenue						
Revenue	(6,000)	(2,000)	(1,855)	145	-8%	
Engineering Design Services Revenue Total	(6,000)	(2,000)	(1,855)	145	-8%	
Engineering Design Services Expenditure						
Employee Costs	556,612	346,242	380,460	34,218	11%	Timing relating to the recruitment of staff & COVID 19 uncertainty has resulted in a budget variance.
Other Employee Costs	37,713	25,425	49,220	23,795	110%	Unfavourable variance as a result of agency labour costs relating to a position within the section. This will be offset by the savings identified from the salaries budgeted for the same position.
Other Expenses	124,950	96,676	65,648	(20,928)	-29%	
Engineering Design Services Expenditure Total	719,275	468,243	495,328	37,085	9%	
Engineering Design Services Indirect Costs						
Allocations	299,957	195,047	194,791	(256)	0%	
Engineering Design Services Indirect Costs Total	299,957	195,047	194,791	(256)	0%	
Engineering Design Services Total	1,013,232	651,290	686,264	36,974	7%	
Bike Station Expenditure						
Bike Station Expenditure						
Other Expenses	6,000	4,500	1,009	(3,491)	-116%	
Bike Station Expenditure Total	6,000	4,500	1,009	(3,491)	-116%	
Bike Station Expenditure Total	6,000	4,500	1,009	(3,491)	-116%	
Street Lighting						
Street Lighting Revenue						
Revenue	(24,500)	0	0	0		
Street Lighting Revenue Total	(24,500)	0	0	0		
Street Lighting Expenditure						
Other Expenses	756,000	438,831	363,494	(75,337)	-20%	Timing variance on electricity expense.
Street Lighting Expenditure Total	756,000	438,831	363,494	(75,337)	-20%	
Street Lighting Total	731,500	438,831	363,494	(75,337)	-20%	

CITY OF VINCENT
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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Bus Shelter						
Bus Shelter Revenue						
Revenue	(64,000)	(27,500)	(14,446)	13,054	-47%	
Bus Shelter Revenue Total	(64,000)	(27,500)	(14,446)	13,054	-47%	
Bus Shelter Expenditure						
Other Expenses	97,005	64,671	95,048	30,377	54%	Unfavourable variance due to higher than forecasted depreciation. To be adjusted as part of the March 2021 budget review.
Street Furniture - Revaluation Decrement	0	0	0	0		
Bus Shelter Expenditure Total	97,005	64,671	95,048	30,377	54%	
Bus Shelter Total	33,005	37,171	80,603	43,432	149%	
Parking and Street Name Signs Expenditure						
Parking and Street Name Signs Expenditure						
Other Expenses	90,000	44,500	41,754	(2,746)	-7%	
Parking and Street Name Signs Expenditure Total	90,000	44,500	41,754	(2,746)	-7%	
Parking and Street Name Signs Expenditure Total	90,000	44,500	41,754	(2,746)	-7%	
Crossovers						
Crossovers Revenue						
Revenue	(500)	(250)	0	250	-100%	
Crossovers Revenue Total	(500)	(250)	0	250	-100%	
Crossovers Expenditure						
Other Expenses	15,000	10,000	9,064	(936)	-11%	
Crossovers Expenditure Total	15,000	10,000	9,064	(936)	-11%	
Crossovers Total	14,500	9,750	9,064	(686)	-8%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Roads Linemarking Expenditure						
Roads Linemarking Expenditure						
Other Expenses	68,000	45,336	47,235	1,899	5%	
Roads Linemarking Expenditure Total	68,000	45,336	47,235	1,899	5%	
Roads Linemarking Expenditure Total	68,000	45,336	47,235	1,899	5%	
Tree Lighting Leederville Expenditure						
Tree Lighting Leederville Expenditure						
Other Expenses	70,000	70,000	67,364	(2,636)	-4%	
Tree Lighting Leederville Expenditure Total	70,000	70,000	67,364	(2,636)	-4%	
Tree Lighting Leederville Expenditure Total	70,000	70,000	67,364	(2,636)	-4%	
Parklets Expenditure						
Parklets Expenditure						
Other Expenses	3,500	1,750	518	(1,232)	-70%	
Parklets Expenditure Total	3,500	1,750	518	(1,232)	-70%	
Parklets Expenditure Total	3,500	1,750	518	(1,232)	-70%	
Environmental Services						
Environmental Services Revenue						
Revenue	(14,000)	(7,000)	(5,262)	1,738	-25%	
Environmental Services Revenue Total	(14,000)	(7,000)	(5,262)	1,738	-25%	
Environmental Services Expenditure						
Employee Costs	90,170	56,031	59,346	3,315	7%	
Other Employee Costs	0	0	0	0		
Other Expenses	202,290	92,856	97,461	4,605	6%	
Environmental Services Expenditure Total	292,460	148,887	156,807	7,920	6%	
Environmental Services Indirect Costs						
Allocations	45,132	29,293	28,690	(603)	-2%	
Environmental Services Indirect Costs Total	45,132	29,293	28,690	(603)	-2%	
Environmental Services Total	323,592	171,180	180,235	9,055	6%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Property Management Administration						
Property Management Administration Revenue						
Revenue	(2,000)	(1,336)	(1,549)	(213)	18%	
Property Management Administration Revenue Total	(2,000)	(1,336)	(1,549)	(213)	18%	
Property Management Administration Expenditure						
Employee Costs	305,942	190,262	197,507	7,245	4%	
Other Employee Costs	5,100	3,400	3,400	0	0%	
Other Expenses	0	0	17,307	17,307	100%	
Property Management Administration Expenditure Total	311,042	193,662	218,214	24,552	14%	
Property Management Administration Indirect Costs						
Allocations	150,269	97,804	95,709	(2,095)	-2%	
Property Management Administration Indirect Costs Total	150,269	97,804	95,709	(2,095)	-2%	
Property Management Administration Total	459,311	290,130	312,374	22,244	9%	
Civic Centre Building						
Civic Centre Building Expenditure						
Building Maintenance	182,000	131,414	118,190	(13,224)	-12%	
Ground Maintenance	52,050	35,110	22,070	(13,040)	-44%	
Other Expenses	895,891	600,038	360,034	(240,004)	-46%	Timing variance relating to utilities.
Civic Centre Building Expenditure Total	1,129,941	766,562	500,294	(266,268)	-40%	
Civic Centre Building Indirect Costs						
Allocations	(1,129,941)	(766,562)	(500,294)	266,268	-40%	
Civic Centre Building Indirect Costs Total	(1,129,941)	(766,562)	(500,294)	266,268	-40%	
Civic Centre Building Total	0	0	0	(0)	100%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Child Care Centres and Play Groups						
Child Care Centres and Play Groups Revenue						
Revenue	(9,474)	(4,324)	(6,400)	(2,076)	48%	
Child Care Centres and Play Groups Revenue Total	(9,474)	(4,324)	(6,400)	(2,076)	48%	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	7,150	3,575	28,704	25,129	703%	Storm damage works required at Early birds playgroup and general maintenance works at Mount Hawthorn playgroup. Budget will be adjusted as part of March 2021 budget review.
Ground Maintenance	500	336	218	(118)	-40%	
Other Expenses	47,359	31,676	31,334	(242)	-1%	
Child Care Centres and Play Groups Expenditure Total	55,009	35,487	60,256	24,769	79%	
Child Care Centres and Play Groups Indirect Costs						
Allocations	2,441	1,632	1,632	0	0%	
Child Care Centres and Play Groups Indirect Costs Total	2,441	1,632	1,632	0	0%	
Child Care Centres and Play Groups Total	47,976	32,795	55,489	22,634	79%	
Pre Schools and Kindergartens						
Pre Schools and Kindergartens Revenue						
Revenue	(61,849)	(47,396)	(44,324)	3,072	-7%	
Pre Schools and Kindergartens Revenue Total	(61,849)	(47,396)	(44,324)	3,072	-7%	
Pre Schools and Kindergartens Expenditure						
Building Maintenance	2,725	1,719	2,387	668	49%	
Other Expenses	50,577	33,720	35,146	1,426	5%	
Pre Schools and Kindergartens Expenditure Total	53,302	35,439	37,533	2,094	7%	
Pre Schools and Kindergartens Indirect Costs						
Allocations	1,749	1,168	1,168	0	0%	
Pre Schools and Kindergartens Indirect Costs Total	1,749	1,168	1,168	0	0%	
Pre Schools and Kindergartens Total	(6,798)	(10,789)	(5,622)	5,167	-43%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Community and Welfare Centres						
Community and Welfare Centres Revenue						
Revenue	(35,145)	(21,594)	(34,555)	(12,961)	63%	
Community and Welfare Centres Revenue Total	(35,145)	(21,594)	(34,555)	(12,961)	63%	
Community and Welfare Centres Expenditure						
Building Maintenance	31,050	19,656	26,078	6,422	40%	
Ground Maintenance	8,350	5,568	780	(4,768)	-98%	
Other Expenses	176,277	118,134	115,677	(2,457)	-2%	
Community and Welfare Centres Expenditure Total	215,677	143,358	142,536	(822)	-1%	
Community and Welfare Centres Indirect Costs						
Allocations	7,677	5,120	5,120	0	0%	
Community and Welfare Centres Indirect Costs Total	7,677	5,120	5,120	0	0%	
Community and Welfare Centres Total	186,209	126,884	113,101	(13,763)	-13%	
Department of Sports and Recreation Building						
Dept of Sports and Recreation Building Revenue						
Revenue	(965,500)	(550,764)	(537,972)	12,792	-3%	
Dept of Sports and Recreation Building Revenue Total	(965,500)	(550,764)	(537,972)	12,792	-3%	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	97,000	70,836	41,883	(28,953)	-58%	Favourable variance, no major maintenance yet required.
Ground Maintenance	8,250	5,496	146	(5,350)	-111%	
Other Expenses	865,005	763,765	771,528	7,763	1%	
Dept of Sports and Recreation Building Expenditure Total	968,255	840,097	813,556	(26,539)	-3%	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	12,811	8,544	8,544	0	0%	
Dept of Sports and Recreation Building Indirect Costs Total	12,811	8,544	8,544	0	0%	
Department of Sports and Recreation Building Total	15,566	297,877	284,130	(13,747)	-4%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
nb Stadium						
nb Stadium Revenue						
Revenue	(27,847)	(27,847)	(27,847)	(0)	0%	
nb Stadium Revenue Total	(27,847)	(27,847)	(27,847)	(0)	0%	
nb Stadium Expenditure						
Other Expenses	17,786	11,857	1,352,540	1,340,683	12922%	Unfavourable variance due to higher than forecasted depreciation. To be adjusted as part of the March 2021 budget review.
nb Stadium Expenditure Total	17,786	11,857	1,352,540	1,340,683	12922%	
nb Stadium Total	(10,061)	(15,990)	1,324,693	1,340,683	-7673%	
Leederville Oval						
Leederville Oval Revenue						
Revenue	(156,639)	(105,941)	(110,741)	(4,800)	5%	
Leederville Oval Revenue Total	(156,639)	(105,941)	(110,741)	(4,800)	5%	
Leederville Oval Expenditure						
Building Maintenance	19,700	13,850	12,243	(1,607)	-17%	
Ground Maintenance	100,000	66,664	63,518	(3,146)	-5%	
Other Expenses	453,697	308,344	309,363	1,019	0%	
Leederville Oval Expenditure Total	573,397	388,858	385,123	(3,735)	-1%	
Leederville Oval Indirect Costs						
Allocations	13,365	8,912	8,912	0	0%	
Leederville Oval Indirect Costs Total	13,365	8,912	8,912	0	0%	
Leederville Oval Total	430,123	291,829	283,294	(8,535)	-3%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Loftus Centre						
Loftus Centre Revenue						
Revenue	(553,288)	(277,967)	(330,500)	(52,533)	22%	Favourable variance as payment of deferred loan repayments have commenced.
Loftus Centre Revenue Total	(553,288)	(277,967)	(330,500)	(52,533)	22%	
Loftus Centre Expenditure						
Building Maintenance	227,500	141,164	115,209	(25,955)	-20%	Timing variance of works.
Ground Maintenance	41,450	27,960	23,848	(4,112)	-16%	
Other Expenses	787,850	531,869	486,786	(45,063)	-10%	Favourable variance. \$46k relates to depreciation, to be adjusted during M/YBR, other variances are individually immaterial.
Loftus Centre Expenditure Total	1,056,800	700,993	625,843	(75,150)	-12%	
Loftus Centre Indirect Costs						
Allocations	24,424	16,288	16,288	0	0%	
Loftus Centre Indirect Costs Total	24,424	16,288	16,288	0	0%	
Loftus Centre Total	527,336	439,314	311,631	(127,683)	-32%	
Public Halls						
Public Halls Revenue						
Revenue	(42,659)	(40,011)	(113,601)	(73,590)	186%	Revenue higher than anticipated. Budget to be adjusted at March 2021 budget review.
Public Halls Revenue Total	(42,659)	(40,011)	(113,601)	(73,590)	186%	
Public Halls Expenditure						
Building Maintenance	192,000	142,623	140,228	(2,395)	-2%	
Ground Maintenance	22,500	19,500	17,604	(1,896)	-16%	
Other Expenses	266,352	179,422	190,580	11,158	7%	
Public Halls Expenditure Total	480,852	341,545	348,412	6,867	2%	
Public Halls Indirect Costs						
Allocations	6,438	4,288	4,288	0	0%	
Public Halls Indirect Costs Total	6,438	4,288	4,288	0	0%	
Public Halls Total	446,631	305,822	239,100	(66,722)	-25%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Reserves Pavilions and Facilities						
Reserves Pavilions and Facilities Revenue						
Revenue	(10,415)	(8,422)	(12,908)	(4,486)	58%	
Reserves Pavilions and Facilities Revenue Total	(10,415)	(8,422)	(12,908)	(4,486)	58%	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	390,901	291,811	196,243	(95,568)	-44%	Favourable variance, no major maintenance yet required.
Ground Maintenance	3,500	1,750	0	(1,750)	-100%	
Other Expenses	280,527	188,713	205,662	16,949	10%	
Reserves Pavilions and Facilities Expenditure Total	674,928	482,274	401,906	(80,368)	-21%	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	6,501	4,328	4,328	0	0%	
Reserves Pavilions and Facilities Indirect Costs Total	6,501	4,328	4,328	0	0%	
Reserves Pavilions and Facilities Total	671,014	478,180	393,326	(84,854)	-22%	
Sporting Clubs Buildings						
Sporting Clubs Buildings Revenue						
Revenue	(119,720)	(80,076)	(83,216)	(3,140)	5%	
Sporting Clubs Buildings Revenue Total	(119,720)	(80,076)	(83,216)	(3,140)	5%	
Sporting Clubs Buildings Expenditure						
Building Maintenance	172,200	123,810	110,366	(13,444)	-14%	
Ground Maintenance	2,000	1,000	0	(1,000)	-100%	
Other Expenses	739,965	493,326	494,738	1,412	0%	
Sporting Clubs Buildings Expenditure Total	914,165	618,136	605,104	(13,032)	-2%	
Sporting Clubs Buildings Indirect Costs						
Allocations	31,149	20,760	20,760	0	0%	
Sporting Clubs Buildings Indirect Costs Total	31,149	20,760	20,760	0	0%	
Sporting Clubs Buildings Total	825,594	558,820	542,647	(16,173)	-3%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Parks and Reserves Administration						
Parks and Reserves Administration Revenue						
Revenue	(3,200)	(2,136)	(2,130)	6	0%	
Parks and Reserves Administration Revenue Total	(3,200)	(2,136)	(2,130)	6	0%	
Parks and Reserves Administration Expenditure						
Employee Costs	1,044,500	631,098	675,365	44,267	8%	Budget phasing variance.
Other Employee Costs	72,825	48,560	56,507	7,947	19%	
Other Expenses	151,758	101,166	110,592	9,426	11%	
Parks and Reserves Administration Expenditure Total	1,269,083	780,824	842,464	61,640	9%	
Parks and Reserves Administration Indirect Costs						
Allocations	1,470,046	952,449	953,448	999	0%	
On Costs Recovery	(1,497,018)	(988,008)	(804,389)	193,619	-22%	
Parks and Reserves Administration Indirect Costs Total	(26,972)	(45,559)	149,059	194,618	-501%	
Parks and Reserves Administration Total	1,236,911	733,129	989,393	256,264	40%	
Parks and Reserves						
Parks and Reserves Revenue						
Revenue	(9,300)	(9,301)	(40,363)	(31,062)	334%	Favourable variance, ground hire revenue higher than anticipated.
Parks and Reserves Revenue Total	(9,300)	(9,301)	(40,363)	(31,062)	334%	
Parks and Reserves Expenditure						
Ground Maintenance	2,199,350	1,501,628	1,422,898	(78,730)	-6%	
Other Expenses	545,581	363,726	389,293	25,567	8%	
Parks and Reserves Expenditure Total	2,744,931	1,865,354	1,812,191	(53,163)	-3%	
Parks and Reserves Indirect Costs						
Allocations	364	240	240	0	0%	
Parks and Reserves Indirect Costs Total	364	240	240	0	0%	
Parks and Reserves Total	2,735,995	1,856,293	1,772,068	(84,225)	-5%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Sporting Grounds						
Sporting Grounds Revenue						
Revenue	(1,134)	(566)	(24,769)	(24,203)	4276%	Favourable variance, reserves and ground hire revenue higher than antoped.
Sporting Grounds Revenue Total	(1,134)	(566)	(24,769)	(24,203)	4276%	
Sporting Grounds Expenditure						
Ground Maintenance	1,234,850	837,564	827,339	(10,225)	-1%	
Other Expenses	564,444	376,292	319,200	(57,092)	-17%	Favourable variance due to lower than forecasted depreciation. To be adjusted as part of the March 2021 budget review.
Sporting Grounds Expenditure Total	1,799,294	1,213,856	1,146,539	(67,317)	-6%	
Sporting Grounds Total	1,798,160	1,213,290	1,121,770	(91,520)	-9%	
Road Reserves Expenditure						
Road Reserves Expenditure						
Ground Maintenance	328,005	219,768	243,694	23,926	12%	Incorrect allocation, to be corrected in March 2021.
Other Expenses	0	0	10,139	10,139	100%	
Road Reserves Expenditure Total	328,005	219,768	253,834	34,066	18%	
Road Reserves Expenditure Total	328,005	219,768	253,834	34,066	18%	
Parks Other						
Parks Other Revenue						
Revenue	(2,000)	(2,000)	(217,425)	(215,425)	10771%	Funding received from DFES for disaster recovery. Budget will be adjusted as part of March 2021 budget review.
Parks Other Revenue Total	(2,000)	(2,000)	(217,425)	(215,425)	10771%	
Parks Other Expenditure						
Other Expenses	1,456,300	1,255,880	1,240,737	(15,143)	-1%	
Money/Monger Street Trees Surgery	22,000	22,000	0	(22,000)	-100%	Timing variance of works.
Parks Other Expenditure Total	1,478,300	1,277,880	1,240,737	(37,143)	-3%	
Parks Other Total	1,476,300	1,275,880	1,023,312	(252,568)	-21%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Processable Waste Collection						
Processable Waste Collection Revenue						
Revenue	(375,654)	(370,646)	(286,495)	84,151	-23%	Unfavourable variance due to a reduction in revenue for additional rubbish bins. This will be reviewed on an on-going basis.
Processable Waste Collection Revenue Total	(375,654)	(370,646)	(286,495)	84,151	-23%	
Processable Waste Collection Expenditure						
Employee Costs	989,983	611,200	655,431	44,231	8%	
Other Employee Costs	57,428	38,288	28,170	(10,118)	-30%	
Other Expenses	3,864,811	2,448,526	2,388,215	(60,311)	-3%	
Operating Projects	80,000	52,800	751	(52,049)	-113%	Timing variance relating to FOGO marketing campaign.
Processable Waste Collection Expenditure Total	4,992,222	3,150,814	3,072,567	(78,247)	-3%	
Processable Waste Collection Indirect Costs						
Allocations	868,438	582,578	550,015	(12,563)	-3%	
On Costs Recovery	(876,250)	(584,188)	(466,818)	117,350	-23%	
Processable Waste Collection Indirect Costs Total	(7,812)	(21,590)	83,197	104,787	-573%	
Processable Waste Collection Total	4,608,756	2,758,578	2,869,270	110,692	5%	
Other Waste Services						
Other Waste Services Revenue						
Revenue	(10,065)	(6,704)	(10,069)	(3,365)	57%	
Other Waste Services Revenue Total	(10,065)	(6,704)	(10,069)	(3,365)	57%	
Other Waste Services Expenditure						
Other Expenses	580,192	341,682	310,605	(31,077)	-10%	
Household Hazardous Waste Collection Day	2,200	2,200	1,016	(1,184)	-54%	
Other Waste Services Expenditure Total	582,392	343,882	311,620	(32,262)	-10%	
Other Waste Services Total	572,327	337,178	301,552	(35,626)	-11%	
Recycling Expenditure						
Recycling Expenditure	1,051,725	528,374	438,538	(89,836)	-22%	\$70k timing variance on recycling collection.
Recycling Expenditure Total	1,051,725	528,374	438,538	(89,836)	-22%	

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	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Public Works Overhead						
Public Works Overhead Revenue						
Revenue	(51,700)	(28,035)	(38,760)	(10,725)	41%	
Public Works Overhead Revenue Total	(51,700)	(28,035)	(38,760)	(10,725)	41%	
Public Works Overhead Expenditure						
Employee Costs	436,713	268,767	270,187	1,420	1%	
Other Employee Costs	45,059	30,040	20,882	(9,158)	-35%	
Other Expenses	58,850	40,232	46,471	6,239	17%	
Public Works Overhead Expenditure Total	540,622	339,039	337,540	(1,495)	-1%	
Public Works Overhead Indirect Costs						
Allocations	636,045	412,462	405,374	(7,088)	-2%	
On Costs Recovery	(191,782)	(127,856)	(319,019)	(191,163)	171%	
Public Works Overhead Indirect Costs Total	444,263	284,606	86,355	(198,251)	-79%	
Public Works Overhead Total	923,185	595,610	385,135	(210,475)	-40%	
Plant Operating						
Plant Operating Expenditure						
Other Expenses	1,491,587	994,385	1,129,303	134,918	16%	Unfavourable variance due to higher than forecasted depreciation. To be adjusted in mid year budget review.
Plant Operating Expenditure Total	1,491,587	994,385	1,129,303	134,918	16%	
Plant Operating Indirect Costs						
Allocations	(1,102,377)	(765,303)	(1,056,504)	(291,201)	43%	
Plant Operating Indirect Costs Total	(1,102,377)	(765,303)	(1,056,504)	(291,201)	43%	
Plant Operating Total	389,210	229,082	72,799	(156,283)	-83%	
Recoverable Works						
Recoverable Works Revenue						
Revenue	(12,309)	(8,208)	(13,359)	(5,151)	72%	
Recoverable Works Revenue Total	(12,309)	(8,208)	(13,359)	(5,151)	72%	
Recoverable Works Expenditure						
Other Expenses	12,309	8,208	14,537	6,329	88%	
Recoverable Works Expenditure Total	12,309	8,208	14,537	6,329	88%	
Recoverable Works Total	0	0	1,178	1,178	100%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Drainage Expenditure						
Drainage Expenditure						
Other Expenses	374,547	223,360	242,884	19,524	10%	
Drainage Expenditure Total	374,547	223,360	242,884	19,524	10%	
Footpaths/Cycleways Expenditure						
Footpaths/Cycleways Expenditure						
Other Expenses	1,041,319	696,613	759,596	62,983	10%	Timing variance relating to maintenance works.
Footpaths/Cycleways Expenditure Total	1,041,319	696,613	759,596	62,983	10%	
Rights of Way Expenditure						
Rights of Way Expenditure						
Other Expenses	281,467	187,649	179,501	(8,148)	-5%	
Rights of Way Expenditure Total	281,467	187,649	179,501	(8,148)	-5%	
Roads Expenditure						
Roads Expenditure						
Other Expenses	3,091,204	2,060,977	2,169,606	108,629	6%	
Roads Expenditure Total	3,091,204	2,060,977	2,169,606	108,629	6%	
Street Cleaning Expenditure						
Street Cleaning Expenditure						
Other Expenses	1,360,615	907,088	712,130	(194,958)	-25%	Timing variance relating to maintenance works.
Street Cleaning Expenditure Total	1,360,615	907,088	712,130	(194,958)	-25%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021



	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Traffic Control for Roadworks Expenditure						
Traffic Control for Roadworks Expenditure						
Other Expenses	85,000	60,110	65,421	5,311	10%	
Traffic Control for Roadworks Expenditure Total	85,000	60,110	65,421	5,311	10%	
Traffic Control for Roadworks Expenditure Total	85,000	60,110	65,421	5,311	10%	
Sump Expenditure						
Sump Expenditure						
Other Expenses	500	91	325	234	258%	
Sump Expenditure Total	500	91	325	234	258%	
Sump Expenditure Total	500	91	325	234	258%	
Works Depot Revenue						
Works Depot Revenue						
Revenue	(1,259)	(840)	(629)	211	-29%	
Works Depot Revenue Total	(1,259)	(840)	(629)	211	-29%	
Works Depot Revenue Total	(1,259)	(840)	(629)	211	-29%	

CITY OF VINCENT
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE
 BY SERVICE AREAS
 AS AT 28 FEBRUARY 2021

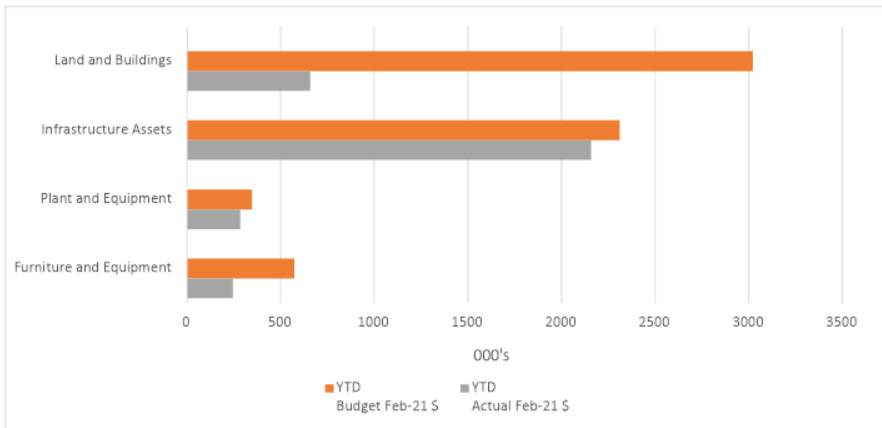


	Current Budget 2020/21 \$	YTD Budget 28/02/2021 \$	YTD Actual 28/02/2021 \$	YTD Variance \$	Variance %	Variance Commentary
Works Depot						
Works Depot Expenditure						
Employee Costs	183,767	114,267	116,262	1,995	2%	
Other Employee Costs	2,500	1,664	872	(793)	-54%	
Other Expenses	9,750	6,504	965	(5,539)	-97%	
Works Depot Expenditure Total	196,017	122,435	118,099	(4,336)	-4%	
Works Depot Indirect Costs						
Allocations	(194,758)	(121,595)	(117,469)	4,126	-4%	
Works Depot Indirect Costs Total	(194,758)	(121,595)	(117,469)	4,126	-4%	
Works Depot Total	1,259	840	629	(211)	-29%	
Depot Building						
Depot Occupancy Costs						
Building Maintenance	90,000	61,500	83,256	21,756	45%	Timing variance relating to maintenance works.
Ground Maintenance	0	0	1,095	1,095	100%	
Other Expenses	251,052	177,032	165,915	(11,117)	-7%	
Depot Occupancy Costs Total	341,052	238,532	250,266	11,734	6%	
Depot Indirect Costs						
Allocations	(341,052)	(238,532)	(250,266)	(11,734)	6%	
Depot Indirect Costs Total	(341,052)	(238,532)	(250,266)	(11,734)	6%	
Depot Building Total	0	0	0	0		
Net Operating	6,574,375	(5,115,955)	(10,384,395)	(1,868,441)	15%	

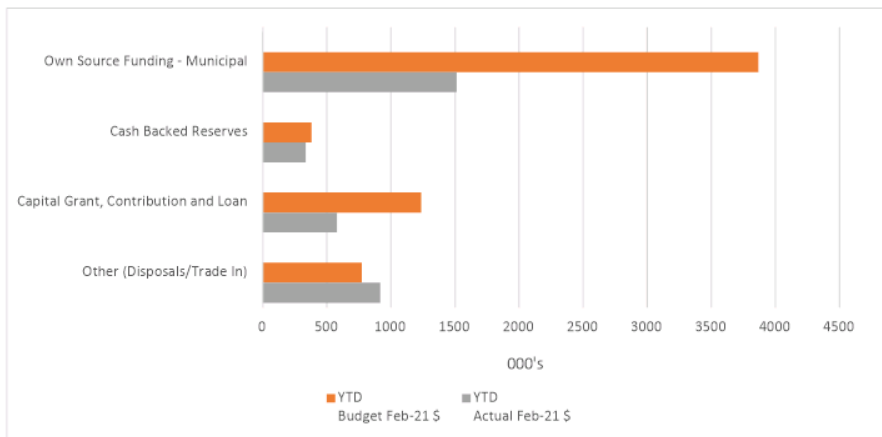
CITY OF VINCENT
 NOTE - CAPITAL BUDGETS SCHEDULE 2020/21
 AS AT 28 FEBRUARY 2021



CAPITAL EXPENDITURE	Revised Budget 2020/21	YTD Budget Fe -21	YTD Actual Fe -21	YTD Variance	Variance
	\$	\$	\$	\$	
Land and Buildings	5,415,171	3,022,601	657,73	2,364,862	-78
Infrastructure Assets	4,462,283	2,311,474	2,157,715	153,75	-7
Plant and Equipment	378,812	348,550	285,155	63,35	-18
Furniture and Equipment	1,272,100	572,800	244,431	328,36	-57
Total	11,272,100	5,722,800	2,444,431	3,278,36	-



FUNDING	Revised Budget 2020/21	YTD Budget Fe -21	YTD Actual Fe -21	YTD Variance	Variance
	\$	\$	\$	\$	
Own Source Funding - Municipal	5,710,033	3,866,275	1,514,200	2,352,075	-61
Cash Backed Reserves	3,365,850	380,000	334,54	45,451	-12
Capital Grant, Contribution and Loan	1,704,483	1,236,150	578,574	657,576	-53
Other (Disposals/Trade In)	773,000	773,000	17,717	144,717	1
Total	11,272,100	5,722,800	2,444,431	3,278,36	-



**CITY OF VINCENT
NOTE - CAPITAL WORKS SCHEDULE 2020/21
AS AT 28 FEBRUARY 2021**

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment Balance	PO	Variance	Contract
LAND BUILDING ASSETS									
ADMIN CENTRE									
ArCADit g AC Re e al-Ad Bu ld g AC	300,000	20,000	0	20,000	-100				0 u te e g ug t t e ar et
BEATTY PAR LEISURE CENTRE									
Beatt ar Le ureCe tre- ac l t e r a t r u c t u r e Re e al	3,377,570	1,400,000	136,41	1,263,581	- 0	1, 20,818			r r gr e
Beatt ar -Re lace e t g car et	,851	,851	,345	506	-5		506		r c leted
LIBRARY									
gr adeL r ar c u t e r t e a ce cu t e r e r ce del e r	50,000	50,000	1,500	48,500	- 7				0 u te e g ug t t e ar et
LOFTUS CENTRE									
L tu C u t Ce tre ce l g a r c, l g t g a d a t r r e e	170,000	170,000	81,370	88,630	-52	1,250			r r gr e
L tu Ce tre- t r a t e r e t e t a	120,000	120,000	72,732	47,26	-3	5,454			r r gr e
L tu Recr eat Ce tre-C a ger u gr ade	131,367	131,367	141,68	10,322	8				0 r c leted Budget t e ad u ted M BR t al g t actu
DEPARTMENT OF SPORTS AND RECREATION									
DLG Cre e al u gr ade-Lea e l gat	1 6,000	1 6,000	1,738	1 4,262	-	1,8 1			r r gr e
MISCELLANEOUS									
lar t lta c a el te tallat -Mt a t r C u t Ce t e	8, 00	8, 00	168	8,732	- 8				0 u te e ge aluated
lar t lta c a el te tallat - r t e r t T all	8, 00	8, 00	0	8, 00	-100				0 u te e ge aluated
lar t lta c a el te tallat - ce t C u t Ce tre	20,150	20,150	0	20,150	-100				0 u te e ge aluated
lar t lta c a el te tallat -Br ta a Re er e a l	8, 00	8, 00	0	8, 00	-100				0 u te e ge aluated
lar t lta c a el te tallat - e r t c c e r C l u	30,000	30,000	1,100	28, 00	- 6				0 e l u r t g l a r cedur e e g de el ed r t
L D l dl g tu gr ade-L eeder lle Te C l u	21,548	21,548	21,548	0	0				0 r c leted
R al ar all- t c e a d a e t e r e e al	1 0,000	1 0,000	143,647	46,353	-24	40,245			r c leted- a a t g ce
R g Re e al-L t ar Te C l u R	180,000	180,000	1,600	178,401	-				0 r ect at c ce tual de g tage
Ar C d t g AC Re e al-Belgr a a Le ureCe tre	50,000	0	3,323	3,323	100				0 r r gr e
L eeder lle al tad u - lectr cal re e al-3 ar d	300,000	300,000	1, 12	2 8,088	-				0 Te der u at e aluat tage
u l c T let- de ar ea t- r e e al	31, 85	31, 85	31, 85	0	0				0 r c leted
r r e t ar l dl g t Re e al	130,000	65,000	0	65,000	-100	125,6			r ect dela ed e cted t c e ce Ar l 2021
B rd d uar e l dl g t Re e al	20,000	10,000	0	10,000	-100	-			r ect dela ed e cted t c e ce Ar l 2021
M r r a t r u c t u r e r e e t	20,000	20,000	5,705	14,2 5	-71	4,278			r c eduled
L t tad u Br ta a Re d Le	40,000	30,000	1, 5	28,041	- 3	77,144			r ect at la g tage
FOR LAND BUILDING ASSETS	1 1 1 022 01			2 8 2 - 8		2 1 28			

**CITY OF VINCENT
NOTE - CAPITAL PROJECTS SCHEDULE 2020/21
AS AT 28 FEBRUARY 2021**

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment Balance	PO	Variance	Comments
INFRASTRUCTURE ASSETS									
LOCAL ROADS PROGRAM									
Beaumont - Carleton Road Reliability	0	0	10,65	10,65	100	0			related to Major Road Reliability Program
Beaumont - Gill Street	61,02	61,02	58,484	2,545	-4	0			related to Major Road Reliability Program
Beaumont - Carleton Road	111,500	80,000	105,018	25,018	31	6,132			related to Major Road Reliability Program
Beaumont - Carleton Road	42,000	27,000	55,588	28,588	106	0			related to Major Road Reliability Program
Beaumont - Carleton Road	108,000	8,000	111,65	13,65	14	0			related to Major Road Reliability Program
Beaumont - Carleton Road	27,238	27,238	26,318	20	-3	0			related to Major Road Reliability Program
Beaumont - Gleed Street	6,500	35,000	34,680	320	-1	8,474			related to Major Road Reliability Program
Beaumont - Tuart Street	4,500	40,000	3,717	53,717	134	20,604			related to Major Road Reliability Program
Beaumont - Leard Street	74,500	74,500	55,00	18,600	-25	48			related to Major Road Reliability Program
Beaumont - Leard Street	8,000	50,000	63,781	13,781	28	6,51			related to Major Road Reliability Program
Beaumont - Breer Street	52,000	52,000	31,328	20,672	-40	140			related to Major Road Reliability Program
Beaumont - Galt Street	43,212	37,000	42,027	5,027	14	1,185			related to Major Road Reliability Program
Beaumont - Carleton Road	52,000	35,000	15,7	1,201	-55	36,846			related to Major Road Reliability Program
Beaumont - Breer Street	6,25	6,25	6,25	0	0	0			related to Major Road Reliability Program
Beaumont - Matlock Street	6,000	40,000	74,6	34,6	87	12,354			related to Major Road Reliability Program
Beaumont - Rear Leeder Street	155,808	0	0	0	0	0			related to Major Road Reliability Program
Beaumont - Burtt Street	88,000	45,000	1,845	43,155	-6	13,013			related to Major Road Reliability Program
Beaumont - Eaton Street	5,000	5,000	0	5,000	-100	535			related to Major Road Reliability Program
Beaumont - Eaton Street	2,500	2,500	0	2,500	-100	645			related to Major Road Reliability Program
Beaumont - Carleton Road	1,250	1,250	0	1,250	-100	530			related to Major Road Reliability Program
Beaumont - Carleton Road	2,500	2,500	0	2,500	-100	825			related to Major Road Reliability Program
Beaumont - Merritt Street	1,800	1,800	0	1,800	-100	840			related to Major Road Reliability Program
Beaumont - Leard Street	88,50	15,000	2,613	12,388	-83	0			related to Major Road Reliability Program
ROAD TO RECOVERY									
Beaumont - Leard Street	212,10	212,10	206,42	5,68	-3	320			related to Major Road Reliability Program
Beaumont - Leard Street	44,277	44,277	47,68	3,412	8	0			related to Major Road Reliability Program
Beaumont - Leard Street	2,762	2,762	1,847	15	-33	0			related to Major Road Reliability Program

**CITY OF VINCENT
NOTE - CAPITAL OR S SCHEDULE 2020/21
AS AT 28 FEBRUARY 2021**

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Co it ent PO Balance	Variance Co ent ar
TRAFFIC MANAGEMENT							
redede tr a cr g at gal ed ter ect alc tt t l a t , Bul er t t ger ald t	24,100	24,100	24,100	0	0	0	r c leted
Al a Cla er t L cal Ar ea Tra cMa age e t	50,000	0	0	0	0	0	r ect c e ced
ar l da d L r d t ter ect	26,000	0	0	0	0	0	r ect at la g tage
BLAC SPOT PROGRAM							
ce t- t ger ald tt C el r d R d	72,800	0	56,453	56,453	100	5, 7	r c leted, a a t g al ce
ter ect Br ad a d M It t, Mt a t r	30,000	10,000	53,514	43,514	435	500	r c lete, add t al u d all cated dur g M BR
ter ect Bul er a d t r l g t, er t	100,000	15,000	4,040	10, 60	-73	0	r at de g tage
ter ect Gr ee ,T ler Mer red t, Mt a t r da a	30,000	10,000	3,620	6, 380	-64	0	r at de g tage
ter ect Beau r ta d ar ld tr eet , g gate	100,000	15,000	2,820	12, 180	-81	0	r at de g tage
ter ect L tu a d ce t tr eet , e t er t Leeder lle	250,000	20,000	4,730	15, 270	-76	0	r at de g tage
ter ect t ger ald tr eet Ragla R ad, r t er t	80,000	10,000	6,620	3, 380	-34	0	r at de g tage
M r Tra cMa age e t r e e t r gr a	80,000	3 ,000	42,712	3, 712	10	6,5 0	r r gr e
STREETSCAPE IMPROVEMENTS							
M r tr eet ca e r e e t	30,000	20,000	17,2 5	2, 705	-14	110	r r gr e
tr eet ca e r e e t -Clea er t	50,000	0	0	0	0	0	r ect dela ed - u ect t gr a ta l cat
tr eet ca e r e e t -A g e ta d t ger ald t	13,000	0	0	0	0	0	r ect at la g tage
ROAD OR S - REHABILITATION MRRG PROGRAM							
Bul er t-Beau r t tt ll a t	68,154	68,154	30,747	37, 407	-55	12,677	r c lete - a g tra er red t t er r ect dur
L tu t-B ur e tt car r ug Beac R d	50,000	50,000	10,044	3 , 56	-80	0	r c lete - a g tra er red t t er r ect dur
e ca tle t-Beau r t tt L r d t- a t u d	143,800	143,800	141,606	2, 1 4	-2	11,288	r c lete - a a t gMa r ad c r at r
t t-Bul er t L c l t	127,500	127,500	67,821	5 , 67	-47	5,437	r r gr e
Br a e t-Bul er tt t r l g t	130, 00	130, 00	3,721	37, 17	-28	0	r r gr e
RIGHTS OF AY							
A ual r e e a edu t e t r e ce t c d t a e e t ur e	75,000	0	3,47	3,47	100	4,235	r r gr e
SLAB FOOTPATH PROGRAMME							
G ld g t- e ca tle tt ld A er dee t	38,180	38,180	0	38, 180	-100	0	r t e c eduled
Br a e Trc r t -L a e tt Br a e lc	27, 20	27, 20	1,272	26, 648	- 5	0	r ect c e ced
Br a e Trc ut -L a e tt Br a e lc	26,761	26,761	0	26, 761	-100	0	r t e c eduled
L a e t-Br a e Tr ct R A e ue	5,603	1,500	2,811	1,311	87	0	r c leted
L a e t- e ca tle tt r e R d	2,310	500	2,262	1,762	352	0	r c leted
Leeder t- uga tt Cul-de- ac	3,353	1,000	0	1, 000	-100	2,126	r t e c eduled
Ca er a t-Cl a e r R dt Cul-de- ac	12,66	4,000	0	4, 000	-100	7,624	r t e c eduled
Mar t r t - ll a tt Mer e L a e	8,800	8,800	0	8, 800	-100	0	r t e c eduled
Mar t ut - ll a tt Mer e L a e	8,800	8,800	0	8, 800	-100	0	r t e c eduled
Br e t- t tt Br gatt Gar de	5,500	0	0	0	0	4,500	r t e c eduled
L d t- ter ect car r ug Beac R ad	60,104	20,000	0	20, 000	-100	0	r t e c eduled

**CITY OF VINCENT
NOTE - CAPITAL PROJECTS SCHEDULE 2020/21
AS AT 28 FEBRUARY 2021**

Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment Balance	PO	Variance	Commitment
BICYCLE NETWORK									
Intercept and treatment of water at street level	300,000	0	22,133	22,133	100		0		at de g taged
Design and construction of bicycle lanes	50,000	0	41,365	41,365	100		0		r g r e
Design and construction of bicycle bridges	15,000	0	5,470	5,470	100		0		r g r e
DRAINAGE									
Brick and concrete drainage channels	80,000	0	0	0	0		16,364		r t e c eduled
Manhole drainage structures	50,000	0	0	0	0		0		r t e c eduled
Gully and silt traps	60,000	0	21,882	21,882	100		0		r r g r e
CAR PARK DEVELOPMENT									
Car parking grade-Melrose and Gledhill	55,000	0	64,625	64,625	100		12,205		r r g r e , c e c r e a e d A d d t a l u d t r a
Car parking grade-treatment and Gledhill	20,000	0	0	0	0		0		r e c t a t d e g t a g e
Car parking grade-Alert and Gledhill	55,000	0	4,040	4,040	100		0		r e c t a t d e g t a g e
Detention Car parking and Gledhill	60,000	60,000	32,700	27,021	-45		32,356		r r g r e
PARKS AND RESERVES									
Barbecue material and site preparation	23,100	23,100	20,202	2,898	-13		2,200		r r g r e
Greening and landscaping	25,000	25,000	5,251	19,749	-7		3,708		r c e d u l e d r A r l 2021
Greening and landscaping	5,000	5,000	250	4,750	-5		0		r c e d u l e d r A r l 2021
Greening and landscape art project	30,000	30,000	12,101	17,899	-60		0		r r g r e
Greening and landscaping	15,000	15,000	0	15,000	-100		500		r e c t a t d e g t a g e
Greening and landscape road	10,000	10,000	0	10,000	-100		0		r e c t a t d e g t a g e
Greening and landscape trees	10,000	10,000	0	10,000	-100		0		r e c t a t d e g t a g e
Greening and landscape litter collection trees	5,000	5,000	0	5,000	-100		3,650		r e c t a t d e g t a g e
Landscape trees and grade	18,145	18,145	14,235	3,910	-22		3,100		r c e d u l e d , a a t g a l c e
RETICULATION									
Brick and concrete water reticulation	45,000	0	40,381	40,381	100		0		r c e d u l e d
Plastic water reticulation	15,000	15,000	0	15,000	-100		0		r t e c e d u l e d
STREET FURNITURE									
Bench replacement	20,000	0	0	0	0		235		r t e c e d u l e d
Bench installation	15,000	0	4,465	4,465	100		2,325		r c e d u l e d
FOR INFRASTRUCTURE ASSETS									
	28	2	11	2	1	-	1	-	2
							2		2

**CITY OF VINCENT
NOTE - CAPITAL WORKS SCHEDULE 2020/21
AS AT 28 FEBRUARY 2021**

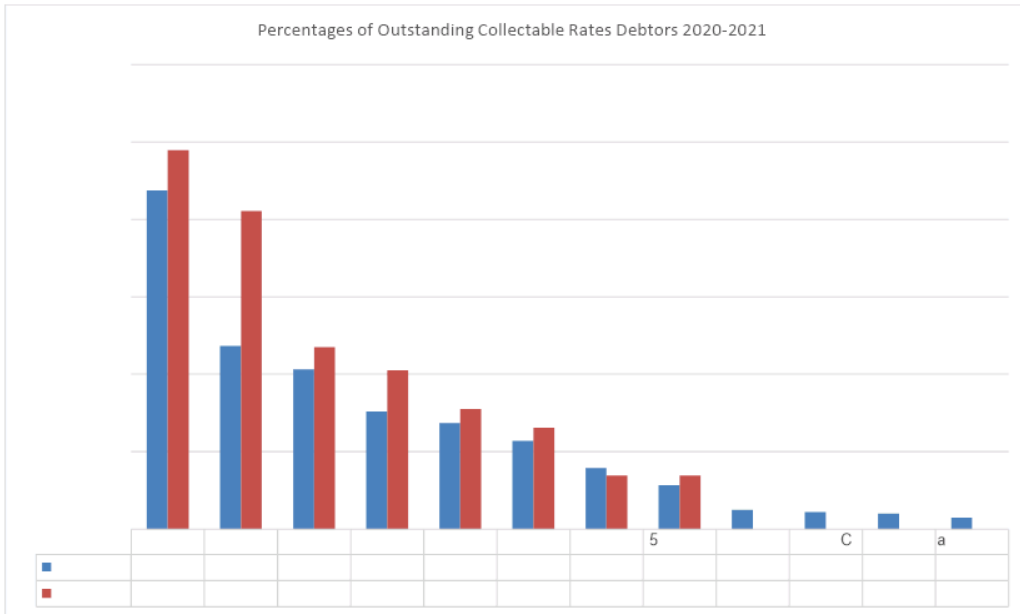
Description	Revised Budget 2020/21	YTD Budget 2020/21	YTD Actual 2020/21	YTD Variance	Variance	Commitment Balance	PO	Variance	Comments
PLANT EQUIPMENT ASSETS									
LIGHT FLEET VEHICLE REPLACEMENT PROGRAMME Light fleet - Annual Capital Programme	1 0,000	1 0,000	146,605	43,305	-23		52,500		fleet replacement programme agreed
MAJOR PLANT REPLACEMENT PROGRAMME Major Plant - Tractor	138,550	138,550	138,550	0	0		0		Tractor delivered in 2020
MISCELLANEOUS									
Major Plant - Literature	11,810	0	0	0	0		0		tailor made literature 2020-21
Major Plant - Catering	38,452	20,000	0	20,000	-100		0		Allocated for catering
TOTAL EXPENDITURE FOR PLANT EQUIPMENT ASSETS	8 812	8 028 1			-18		2 00		
FURNITURE EQUIPMENT ASSETS									
INFORMATION TECHNOLOGY									
Information Technology - Upgrade	440,000	0,000	63,135	26,865	-30		3,814		Information Technology Upgrade Contract agreed
Information Technology - Management Software	120,000	10,000	0	10,000	-100		0		Software purchased
MARKETING COMMUNICATIONS									
Marketing - Advertising	525,600	322,800	131,373	1,1427	-5		18,500		Marketing Advertising budget allocated
Beatt Park Leisure Centre									
Beatt Park Leisure Centre - Redevelopment	71,500	60,000	3,105	56,805	-5		1,000		Beatt Park Leisure Centre Redevelopment
MISCELLANEOUS									
Miscellaneous - Redevelopment	75,000	50,000	46,728	3,272	-7		0		Redevelopment
Miscellaneous - Capital Expenditure	40,000	40,000	0	40,000	-100		23,320		Capital Expenditure
TOTAL EXPENDITURE FOR FURNITURE EQUIPMENT ASSETS	1 222 100	2 800 2	2 128		-		200 00		
TOTAL CAPITAL EXPENDITURE	11 222 100	2 800 2	0 02 10 8		-		2 00		

CITY OF VINCENT
 NOTE - CASH BACKED RESERVES
 AS AT 28 FEBRUARY 2021



Reserve Particulars	Budget	Actual	Budget	YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget	YTD Actual	Budget	Actual	
	Opening Balance	Opening Balance	Transfers to Reserve	Transfers to Reserve	Interest Earned	Interest Earned	Transfers to Reserve	Transfers to Reserve	Closing Balance	Closing Balance	01/01/2020	28/02/2021	
	01/01/2020	01/01/2020	01/01/2021	28/02/2021	01/01/2021	28/02/2021	01/01/2021	28/02/2021	01/01/2021	28/02/2021	01/01/2021	28/02/2021	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Adults and Children's Centre	5,231,700	5,231,700	1,030,000	1,030,000	61,887	30,445	2,815,830	756,735	3,628,501	5,650,000	3,628,501	5,650,000	
Beattar Leisure Centre	101,218	101,218	0	0	1,183	583	0	0	102,401	101,801	102,401	101,801	
Carleung Recreation Centre	1,261,200	1,261,200	0	3,440	22,521	11,078	510,000	143,870	1,438,713	1,767,320	1,438,713	1,767,320	
dear Leisure	15,260	15,260	0	0	1,862	16	0	0	161,131	160,185	161,131	160,185	
Ladad Building Acquisition Reserve	2,747,100	2,747,100	0	0	3,478	1,711	0	0	300,400	2,182	300,400	2,182	
Leeder Leisure	4,060	4,060	0	0	1,100	542	0	0	5,160	4,611	5,160	4,611	
Lutu Community Centre	36,010	36,010	0	0	431	211	0	0	37,332	37,112	37,332	37,112	
Lutu Recreation Centre	171,525	171,525	51,664	22,880	2,005	0	0	0	225,140	153,500	225,140	153,500	
Leisure Building Reserve - 246 Street	401,156	401,156	0	0	4,600	2,307	16,000	1,738	20,846	401,725	20,846	401,725	
Leisure and Children's Centre	105,607	105,607	0	0	1,235	607	0	0	106,842	106,214	106,842	106,214	
Leisure and Children's Centre	488,867	488,867	0	5,770	5,716	2,520	525,600	131,373	31,017	420,243	31,017	420,243	
Leisure and Children's Centre	22,483	22,483	0	0	263	12	0	0	22,746	22,612	22,746	22,612	
Leisure and Children's Centre	110,170	110,170	682	3,661	1,288	633	0	0	121,167	114,400	121,167	114,400	
Leisure and Children's Centre	7,471	7,471	0	0	11,662	5,736	0	0	1,003,133	1,003,207	1,003,133	1,003,207	
Talar Ladale Reserve	340,020	340,020	250,000	0	3,860	1,750	0	0	5,888	342,877	5,888	342,877	
Leisure and Children's Centre	210,051	210,051	0	0	2,456	1,208	0	0	212,507	211,250	212,507	211,250	
Leisure and Children's Centre	21,400	21,400	0	0	2,572	1,266	0	0	222,521	221,215	222,521	221,215	
Leisure and Children's Centre	0	0	157,800	157,800	1,870	04	0	0	15,760	158,803	15,760	158,803	
	10	210	21	221	0	8	1020	1	0	118	10	8	112

CITY OF VINCENT
 NOTE - RATING INFORMATION
 AS AT 28 FEBRUARY 2021



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CITY OF VINCENT
 NOTE - RATING INFORMATION
 FOR THE MONTH ENDED 28 FEBRUARY 2021



	Rateable Value	Rate in Dollar	Budget	Actual	Rates Levied to Budget
	\$	Cents	\$	\$	
Rate Revenue					
General Rate					
10726 Residential	240,742,009	0.0779	18,744,512	18,744,512	100.0%
168 Vacant Residential	4,110,000	0.0725	297,975	297,975	100.0%
1610 Other	122,800,566	0.0672	8,249,742	8,249,742	100.0%
46 Vacant Commercial	2,355,370	0.1282	301,888	301,888	100.0%
Minimum Rate					
6184 Residential @ \$1,211.9	78,526,492		7,494,390	7,494,390	100.0%
157 Vacant Residential @ \$1,211.9	1,926,000		190,268	190,268	100.0%
150 Other @ \$1,197.7	1,873,844		179,655	179,655	100.0%
0 Vacant Commercial			0	0	
Interim Rates	0		300,000	551,577	183.9%
Rates Waiver	0		(145,000)	(127,860)	88.2%
Total Amount Made up for Rates	452,334,281		35,613,430	35,882,146	
Non Payment Penalties					
Instalment Interest @ 5.5%			160,000	161,078	100.7%
Penalty Interest @ 8%			90,000	106,598	118.4%
Administration Charge - \$8 per instalment			160,000	141,834	88.6%
Legal Costs Recovered			0	116	100.0%
			36,023,430	36,291,772	
Other Revenue					
Exempt Bins - Non Rated Properties			185,420	158,479	85.5%
Commercial / Residential Additional Bins			174,534	119,142	68.3%
Swimming Pools Inspection Fees			18,800	14,420	76.7%
			36,402,184	36,583,813	
Opening Balance				882	
Total Collectible			0218	20101	
Less					
Cash Received				31,408,419	
Rebates Allowed				1,104,548	
Rates Balance To Be Collected			0218	018	
Add					
ESL Debtors				263,515	
Pensioner Rebates Not Yet Claimed				357,802	
ESL Rebates Not Yet Claimed				10,436	
Less					
Deferred Rates Debtors				(115,535)	
Current Rates Debtors Balance				516,028	



CITY OF VINCENT
NOTE 8 - DEBTOR REPORT
FOR THE MONTH ENDED 28 FEBRUARY 2021

DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	3,574	(224)	(27)	194,108	197,428
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING	(1)	0	0	139,663	139,662
DEBTOR CONTROL - PROPERTY INCOME	80,757	68,973	19,941	8,510	178,181
DEBTOR CONTROL - RECOVERABLE WORKS	5,767	0	0	0	5,767
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	0	0	0	0	0
DEBTOR CONTROL - OTHER	65,229	4,072	0	116,835	186,136
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - PLANNING SERVICES FEES	280	100	(100)	1,310	1,590
DEBTOR CONTROL - GST	(169,323)	78,515	0	90,820	12
DEBTOR CONTROL - INFRINGEMENT	129,000	55,955	26,537	1,336,809	1,548,301
PROVISION FOR DOUBTFUL DEBT (CURRENT)	0	0	0	(181,310)	(181,310)
IMPAIRMENT OF RECEIVABLES	0	0	0	(194,671)	(194,671)
TOTAL DEBTORS OUTSTANDING AS AT 28/02/2021	115,282	207,391	46,351	1,512,071	1,881,095

ACCRUED INCOME	48,319
ACCRUED INTEREST	39,599
PREPAYMENTS	251,234
TOTAL TRADE AND OTHER RECEIVABLES	2,218,247



DATE	SUNDRY DEBTORS OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
11/03/2019	Tennis Seniors Western Australia	5,728.05	Building Insurance 2018/19 & 2019/20	In the process to debt collection.
16/11/2020	Loton Park Tennis Club	1,902.60	Building Insurance and Pest Services	Payment expected to made in March.
04/11/2018	C Cafarelli	28,800.00	Breaches of Planning Development Act	Have been handed over to FER
20/10/2020	Department of Education	1,687.70	Building Insurance and Water Recoup	Payment expected to made in March.
22/08/2018	C D Hunter	14,655.25	Cost for court case	\$100 Monthly Repayment in progress from 27/10/20
21/01/2019	Matthew Slinger	21,800.30	Outstanding court costs awarded to COV	Have been handed over to FER
09/07/2019	R Cox	1,170.00	Outstanding court costs awarded to COV	Have been handed over to FER.
22/08/2019	Primed Projects Pty Ltd	318.28	Outstanding court costs awarded to COV	On fortnightly payment plan
22/08/2019	Liam Howard	576.87	Outstanding court costs awarded to COV	On fortnightly payment plan
28/11/2019	A Kindu	2,339.25	Damage/vandalism to hired venue	Sent to debt collection agency.
28/10/2020	City of Rockingham	5,413.55	LSL Liability L Reeves	Awaiting payment.
13/10/2020	D Bianchi	16,146.00	Court fines and costs re: 193-195 Scarborough	\$200 Monthly Repayment in progress from Dec 20
21/07/2020	Kamran Beykpour	25,813.00	Court fines and costs re: 155 Walcott St	Pleaded not guilty. Court trial set 15 February 2021
BALANCE OF 90 DAY DEBTORS OVER \$500.00		126,133.83		

CITY OF VINCENT
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION
AS AT 28 FEBRUARY 2021



	Revised Budget	YTD Budget	YTD Actuals	YTD Actuals	Month Actuals	Month Actuals
	2020/21	Feb-21	Feb-21	Feb-20	Feb-21	Feb-20
	\$	\$	\$	\$	\$	\$
ADMINISTRATION						
Revenue	0	0	119	(2,295)	(0)	(0)
Expenditure	0	26,465	(119)	4,705	(0)	2,934
Surplus/(Deficit)	0	26,465	0	2,410	(0)	2,934
SWIMMING POOLS AREA						
Revenue	1,474,851	1,122,075	1,196,751	1,580,782	86,369	192,185
Expenditure	(3,491,712)	(2,324,520)	(2,382,413)	(2,747,185)	(274,200)	(379,367)
Surplus/(Deficit)	(2,016,861)	(1,202,445)	(1,185,661)	(1,166,403)	(187,831)	(187,181)
SWIM SCHOOL						
Revenue	1,072,146	779,081	896,885	1,084,736	78,890	125,260
Expenditure	(928,770)	(645,041)	(645,020)	(764,250)	(74,024)	(119,779)
Surplus/(Deficit)	143,376	134,040	251,864	320,485	4,865	5,481
CAFÉ						
Revenue	0	0	0	503,725	0	58,290
Expenditure	(34,280)	(34,280)	(35,008)	(545,450)	(4)	(80,931)
Surplus/(Deficit)	(34,280)	(34,280)	(35,008)	(41,726)	(4)	(22,641)
RETAIL SHOP						
Revenue	510,765	390,595	427,373	385,661	44,902	61,584
Expenditure	(312,896)	(241,604)	(277,290)	(271,990)	(34,867)	(44,654)
Surplus/(Deficit)	197,869	148,991	150,083	113,671	10,035	16,930
HEALTH & FITNESS						
Revenue	1,181,798	908,950	967,835	1,144,522	77,717	148,912
Expenditure	(1,257,384)	(808,556)	(799,384)	(879,142)	(91,289)	(114,293)
Surplus/(Deficit)	(75,586)	100,394	168,451	265,380	(13,571)	34,618
GROUP FITNESS						
Revenue	430,656	330,080	349,862	439,116	27,394	56,676
Expenditure	(471,569)	(333,462)	(341,746)	(399,620)	(39,232)	(64,541)
Surplus/(Deficit)	(40,913)	(3,382)	8,116	39,496	(11,838)	(7,865)
AQUAROBICS						
Revenue	164,784	129,746	136,268	169,109	10,740	22,301
Expenditure	(133,634)	(86,347)	(85,384)	(105,363)	(9,786)	(15,679)
Surplus/(Deficit)	31,150	43,399	50,884	63,746	954	6,622
CRECHE						
Revenue	49,750	36,477	36,300	47,358	2,567	5,929
Expenditure	(237,899)	(150,819)	(165,246)	(217,887)	(18,483)	(34,498)
Surplus/(Deficit)	(188,149)	(114,342)	(128,946)	(170,529)	(15,916)	(28,568)
Net Surplus/(Deficit)	(1,983,394)	(901,160)	(720,218)	(573,470)	(213,306)	(179,670)
Less: Depreciation	(1,286,776)	(857,850)	(857,255)	(913,860)	(106,934)	(116,270)
Cash Surplus/(Deficit)	(696,618)	(43,310)	137,038	340,390	(106,372)	(63,399)

8 CHIEF EXECUTIVE OFFICER**8.1 FUTURE USE AND MANAGEMENT OF 34 CHERITON STREET, PERTH**

- Attachments:**
1. Submission from the Museum of Perth dated 5 April 2021 - proposed future use of 34 Cheriton Street, Perth [↓](#) 
 2. Submission from the Norwood Neighbourhood Association dated 13 April 2021 in support of proposal [↓](#) 

RECOMMENDATION:**That Council:****1. NOTES that:**

- 1.1 the Norwood Neighbourhood Association which operated a community garden at the rear of 34 Cheriton Street, Perth is in the process of being wound up; and
- 1.2 the Perth History Association Inc (Museum of Perth) has requested that the Minister for Lands grant it use and management of 34 Cheriton Street, Perth (either through a long term peppercorn lease, a management order or disposal) in order to upgrade the property and operate its office and training operations from the property, and facilitate the ongoing operation of a community garden at the rear of the property.

2. ADVISES the Minister for Lands that:

- 2.1 it is no longer necessary for the community garden portion of 34 Cheriton Street, Perth to be excised from the lot as the City of Vincent will no longer be overseeing the operation of a community garden at this site;
- 2.2 the City of Vincent's management order in respect to 34 Cheriton Street, Perth, can be relinquished, effective immediately;
- 2.3 the City of Vincent supports the Perth History Association Inc (Museum of Perth) being granted future use and management of 34 Cheriton Street, Perth, and recommends this occur simultaneously with the City's management order being relinquished;
- 2.4 the Norwood Neighbourhood Association will be wound up upon the City's management order being relinquished; and
- 2.5 the City of Vincent will continue to maintain the site until a divestment decision by the Minister for Lands is made.

PURPOSE OF REPORT:

To relinquish the City's management order over 34 Cheriton Street, Perth on the basis that the Norwood Neighbourhood Association is being wound up. This means the City overseeing the management of a community garden at the rear of the lot is no longer required.

BACKGROUND:

At its 27 June 2017 Meeting (Item 12.1) Council resolved in part as follows:

- "2. *ADVISES the Department of Lands that the City of Vincent will not be extending the management order for No. 34 (Lot 1) Cheriton Street, Perth beyond the 30 June 2017 expiry date;*
3. *REQUESTS the Chief Executive Officer to liaise with the Department of Lands in order to seek approval for the Norwood Neighbourhood Garden portion of No. 34 (Lot 1) Cheriton Street, Perth to be excised through an agreement acceptable by all parties."*

In accordance with Council's resolution, Administration has been in discussion with the Department of Lands and the Norwood Neighbourhood Association since mid 2017.

DETAILS:

In late 2020 Administration received notice that the Norwood Neighbourhood Association was no longer actively operating a community garden at the rear of 34 Cheriton Street, Perth and was in the process of being wound up. This meant that the community garden at the rear of 34 Cheriton Street, Perth, is no longer open to the public and is not being maintained or managed.

Around the same time Administration was approached by the Perth History Association Inc (Museum of Perth) in respect to the future use of 34 Cheriton Street, Perth. The Museum of Perth has identified the land as an appropriate location for its office headquarters and for hosting community training sessions. The Museum of Perth has made a request to the Minister for Lands to acquire the management order for the land, and would upgrade the property to a standard suitable for this purpose. The Museum of Perth's proposal is at **Attachment 1**.

The Norwood Neighbourhood Association has provided input to the Museum of Perth in respect to the future of 34 Cheriton Street, Perth and is supportive of the proposal. It is intended that a community garden open to the public would be part of the Museum of Perth's upgrade of the lot. The following comments have been provided by the Norwood Neighbourhood Association:

"It is very positive and exciting to have a realistic proposal to save the Cheriton Street house, in particular to use it as a local history centre. I even understand that the Museum of Perth is proposing to house a historical railway carriage in the backyard, which connects to the house's railway heritage.

I have discussed the proposal with a number of residents associated with the NNA over the years and they are very supportive. There are a few more I would like to contact and discuss but I feel that they would be very supportive.

The Museum of Perth proposal as it currently stands seems to make provision for the community garden to be preserved, which is a key objective for our group. There is even a suggestion that it will be integrated with the house, which would be great - as you know, participation was always limited by lack of amenities such as toilets."

The Norwood Neighbourhood Association have also provided a submission in support of this proposal as at **Attachment 2**.

Administration is supportive of this proposal as it would result in the restoration of the property built in 1912. The house was built on land that had been subdivided and sold to a variety of owners from 1883 as part of the Norwood Estate in East Perth. The land title was resumed in 1911 from then owner George Anthony Lefroy for the purpose of establishing the East Perth Loco Depot. Unlike other resumed houses at the time, 34 Cheriton Street and the house opposite were saved for future use. The first residents were Mrs Christian Cowan and son Robert Cowan followed by a succession of occupants, many Railway Department employees. In 2007 it came under the jurisdiction of the City of Vincent and did not meet the threshold for inclusion in the Municipal Heritage Inventory or the State Heritage Register, despite having some cultural heritage significance relating to East Perth's rail heritage.

It will also mean that the community garden becomes open to the public and amenities, including toilets, will be available to those using the community garden.

The proposed Museum of Perth community centre including an open community garden will also increase the public amenity of Norwood Park, and provide a community space for the residents adjacent to Norwood Park, which includes residents in the affordable housing operated by the Department of Communities.

CONSULTATION/ADVERTISING:

No further consultation is required.

LEGAL/POLICY:

Section 46 of the *Land Administration Act 1997* deals with management orders.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to make this request to relinquish the management order.

STRATEGIC IMPLICATIONS:

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

Connected Community

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

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

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

Thriving Places

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

Sensitive Design

Our built form character and heritage is protected and enhanced.

Innovative and Accountable

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

SUSTAINABILITY IMPLICATIONS:

This does not contribute to any specific sustainability outcomes of the *City's Sustainable Environment Strategy 2019-2024*, however will result in a community use of a currently vacant building.

PUBLIC HEALTH IMPLICATIONS:

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

Reduced injuries and a safer community

FINANCIAL/BUDGET IMPLICATIONS:

The City currently spends \$4,000 per annum on the maintenance of 34 Cheriton Street, Perth, which includes \$1,500 per annum on a secure fence to prevent vandalism and trespass.

The City proposes to spend \$1,500 to bring the property to a suitable standard to be returned to the Minister for Lands. This will include cleaning of the gutters, tree pruning and removal of rubbish.



5 April 2021

David MacLennan
Chief Executive Officer
City of Vincent
99 Loftus Street
Leederville WA 6007

Dear Chief Executive,

34 Cheriton Street, Perth

Thank you for arranging our recent site visit of the property at Cheriton Street. The Perth History Association is familiar with the history of the property, and the plans over recent years for it to be developed into a community centre for surrounding residents operated by the City of Vincent.

We have engaged with representatives of the Norwood Community Garden located to the rear of the property, and have had productive conversations over a number of years with members of the local residential and business communities. I have read through the various reports and consultation papers regarding the property and have a good understanding of its potential.

We hope to work over the coming years to realise the vision of this property as an important community and cultural building, preserved and celebrated for future generations. In this letter I hope to outline our goals for the site, our model of operation, and propose a mutually-beneficial partnership with the City of Vincent.

Purpose of this letter

The Perth History Association seeks the support of the City of Vincent Council in our discussions with the WA State Government's Department of Planning, Lands & Heritage to either acquire the property through a disposal or transfer, or to enter into a long-term management order over the property with a peppercorn lease.

Works required

The property is in need of significant restoration including:

- replacement of ceilings;
- replacement of all exterior doors and windows;

- replacement of front, side and rear verandahs;
- plastering and repainting;
- full bathroom and kitchen renovation;
- installation of air conditioning;
- new fencing;
- landscaping to front, side and rear of the property;
- new planting and reticulation;
- new interior and exterior lighting.

The costs of these works, if procured by local or state government, would be prohibitive, and would seem in excess of the net value of such a restoration for the local community.

The Perth History Association has a vision for the site, and the necessary experience in heritage restoration, fundraising, research, project management and managing teams of contractors and volunteers to be able to restore and preserve the property while developing an expanded community garden to the rear, and a training and research facility for our legions of workplace training participants and local history staff.

The Station Master's house at Cheriton street is a generously proportioned building, near public transport and adjacent to an attractive local park. It is in a semi-commercial, residential zone which is in need of some care and attention. A restoration and activation of this property will contribute positively to the streetscape, and provide much needed activation and passive surveillance for the adjacent park, as well as an informal community and meeting space in the rear garden for neighbouring residents in State Government mid-rise public housing. We will establish a local history research office from the property, and create a bookable community meeting room in the front of the property; adding community amenity to the area for local residents, businesses and not for profit groups.

Our story

The Museum of Perth chronicles the social, cultural, political and architectural history of Perth. The Museum is run by the Perth History Association Incorporated (PHA), a not for profit association registered with the Australian Charities and Not-for-Profits Commission. Further information about our staff, constitution and Board of Directors can be found here:

www.museumofperth.com.au

In recent years the PHA has focused heavily on the built architecture of the City and broader metropolitan area. Our staff and board have a range of expertise including, historical research techniques, community engagement, traditional and social media, exhibition planning and design, heritage interpretation, oral history recordings, long-form writing, biographical and genealogical research, volunteer management and heritage restoration. Our Museum Gallery at 8-10 The Esplanade Perth has welcomed more than 16,000 visitors since opening its doors a few years ago.

We have developed Local Government Research Partnerships with the City of Bunbury and the Town of East Fremantle. Our 'Streets of East Freo' project is a good example of a successful local history activity which we have delivered with only in-kind support; otherwise self funded through our own operations. Our website www.streetsofeastfreo.com showcases all of our

research. We have written brief histories of more than 1,100 heritage places in the Town, for example www.streetsofeastfreo.com/eastfreohouses/32maystreet, as well as 84 biographies of notable people. Our website is interactive allowing members of the community, residents and property owners to contribute their own stories of buildings, places and people within the town. This research project and website, as well as all other local history projects into the future, are delivered to the Town at no cost, in return to a peppercorn rent on an otherwise empty building. Our initiative in Bunbury is along the same lines (www.streetsofbunbury.com).

Our point of difference is that we can provide financially self-sustaining research, outreach, communication and historical services in partnership with local governments and community institutions. The PHA operates with nine paid staff and the assistance of more than a hundred community volunteers who contribute to our exhibitions and research. It appears our organisation is unique, to this extent, in the State. We provide a range of services including:

- digitisation and transcription of archival materials (like rates books, records, minutes etc);
- exhibition research and curation;
- website design and maintenance;
- social media & community engagement;
- graphic design, video creation & photographic slideshows;
- data analysis, data entry & archival research;
- walking tours;
- heritage building interpretation and restoration.

Funding

The Perth History Association utilises funding from a variety of sources, but especially Work for the Dole (WFTD) programs funded by the Federal Government's Education and Training Budget. There is an identified need for placements in the Perth City area. Each placement carries with it funding which allows us to cover the costs of staff and operations. The PHA is also able to tap into Lotterywest and philanthropic funding to support our ongoing work.

The house at 34 Cheriton Street is sufficient to provide for a community meeting room / local history library as well as three research offices and a kitchen / lunch room and workspace to the rear.

The rear garden is sufficiently large to accommodate a sizeable productive garden, delivered in partnership with the Norwood Neighbourhood Garden, and with the assistance of our federally funded training programs. The PHA owns an 1896 Midland Railways Train Carriage which we think would make a great addition to the community garden to the rear of the property to provide volunteers with a work-space and lunch-room as well as respite from the sun and rain. We would hope to work with the City of Vincent on the relevant approvals to achieve this.

We envisage being able to accommodate approximately 20 staff and volunteers within the building, and a further 10 or so in the rear gardens. Staff and volunteers will arrive by public transport to reduce impact on availability of parking in local areas. The additional impact of having 30 more daily workers in the area will assist neighbouring cafes with their trade.

I would be happy to present to City of Vincent Elected Members, or to other members of the City's Executive, about our plans for the site if you believe that would be helpful. The Board,

staff and volunteers of the Perth History Association look forward to a future partnership with the City of Vincent to document, restore and activate this property, and help to bring the City of Vincent's stories to life.

Yours sincerely,



Reece Harley
Executive Director
Perth History Association Inc.
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Perth WA 6000
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Enc. Please see over the page a series of photographs which show you our gallery and two research offices at Perth and Fremantle.

Gallery at 8-10 The Esplanade Perth (2020)



Prior to restoration (2017)



Research Offices at 8-10 The Esplanade Perth



Research Offices at East Fremantle



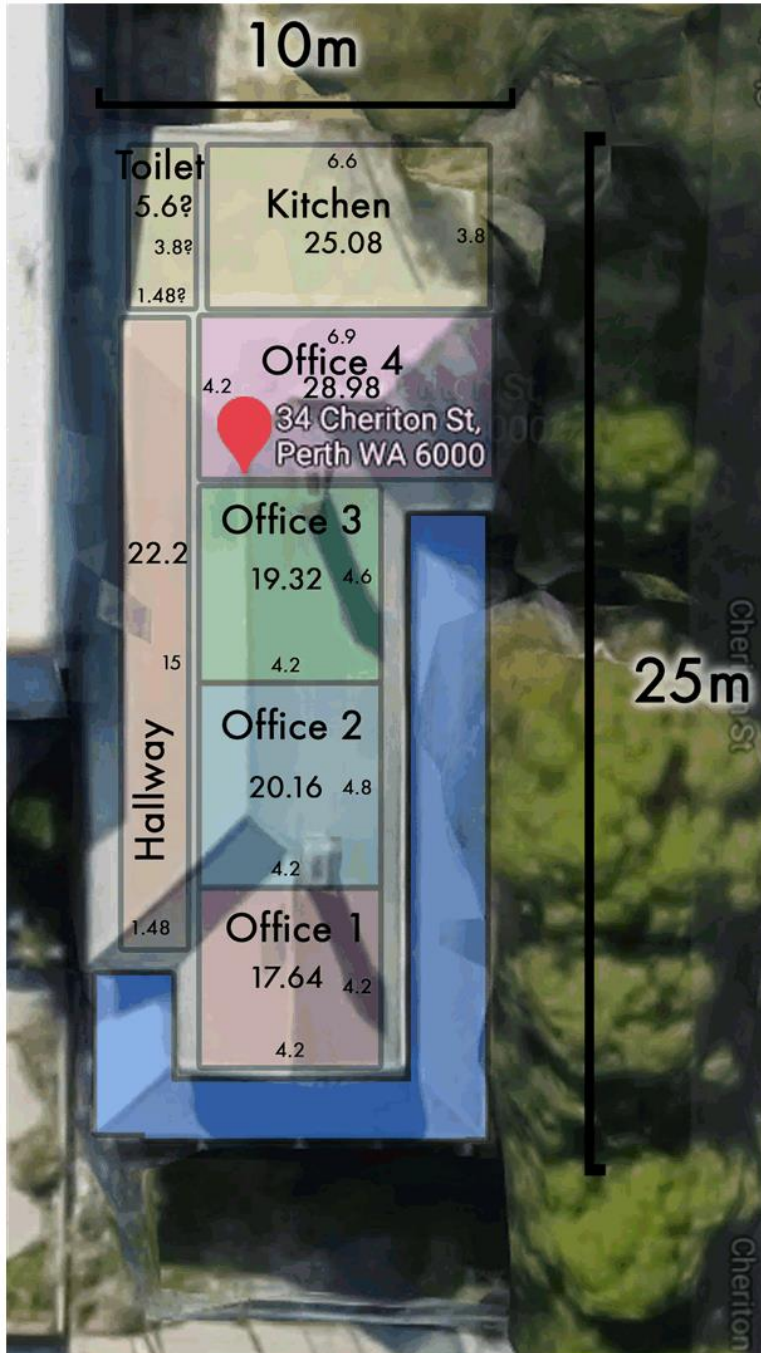
Research Offices in Bunbury



1896 Midland Railways Train Carriage



Site layout



Garden Vision

Raised planter beds, pathways in between, neat, accessible and beautiful to look at.



David Maclennan
Chief Executive Officer
City of Vincent
99 Loftus Street
Leederville, Western Australia.

Dear Mr Maclennan,

34 Cheriton Street Perth

I write in support of the recommendation being put to Council at its 27 April 2021 meeting concerning 34 Cheriton Street.

The Norwood Neighbourhood Association was incorporated in 2012 as a precinct group for the Norwood area, within the borders of Lord Street, the Graham Farmer Freeway and West Parade.

It was a functioning incorporated association from 2012 to 2018, subsisting on membership dues, grant funding from the City of Vincent and Lotterywest and miscellaneous fundraising.

Amongst its dedicated group of volunteers, the primary focus in recent years was the Norwood Neighbourhood Garden, located at the rear of 34 Cheriton Street. The community garden is small but well-run, with a self sustaining infrastructure of garden beds, composting stations, greenhouses, worm farms, a shed and a barbeque for 'kitchen garden' events.

Numerous events were held over the years, most recently just before Christmas 2020, bringing the Norwood community together over home made pizza and selling bottles of worm juice.

Overseeing the garden was the indomitable Anton Haynes of Summers Street. He was instrumental in setting up the garden, donating so much of his time and resources. Sadly for the community he passed away in January 2021.

As well as being passionate about the community garden, Anton was a passionate devotee of local history and had a particular interest in the railway heritage of 34 Cheriton Street. His dream of turning the house into a community centre was the subject of numerous discussions and correspondence over the years – with the City of Vincent, the Department of Lands and the National Trust.

With all the will in the world, and supportive councillors over the years, the proposal never got off the ground. The NNA simply didn't have the organisational capacity to take on the operation of a community centre, even if funding could be found to refurbish it (some 5 years ago the City funded the replacement of its roof).

The NNA in 2020 resolved that it ought to be wound up, reasoning that the operation of the community garden did not require the existence of an incorporated association.

The City had entered into a licence agreement with the NNA permitting it to access the garden, and requiring it to hold public liability insurance. That insurance policy remains on foot. The NNA's view was that it should be wound up upon expiry of the insurance but only if an arrangement could be made to retain the garden.

The situation remained in a holding pattern until communication from the Museum of Perth in February 2021 regarding the possibility of it taking over the 34 Cheriton Street site.

As immediate past Chair of the NNA, I consulted a range of residents and stakeholders linked to the NNA and Norwood area over the years. They all expressed support for the proposal.

In particular, support was expressed for keeping the existing house in some form (and not having it demolished and redeveloped), recognising the railway heritage of the house in some way, and keeping the community garden.

Further, Norwood Park and the community garden is lacking in toilet facilities, which has somewhat held back more active volunteer participation in the garden, particularly from elderly residents. A link between the garden and facilities in the house would remove this blocker to participation.

Finally, the prospect of volunteers becoming an adjunct of the Museum of Perth, would allow the NNA to disband formally, in accordance with its previously expressed intention.

The Museum of Perth is such an exciting and innovative initiative and would be a most welcome addition to the Norwood community.

On behalf of the residents I have consulted, I strongly support the recommendation to Council, with the clarification that, for liability reasons, it would make sense to disband the NNA upon expiry of its insurance policy (with a transition to either the Museum's insurance policy or the City's) given it has been prepaid, rather than immediately upon the relinquishment of the management order.

I would be happy to speak to any motion at the 27 April 2021 Council meeting.











Simon Thackrah

Immediate Past Chair, Norwood Neighbourhood Association

13 April 2021

8.2 EXTENSION OF LEASE - NORTH PERTH SPECIAL NEEDS (SHALOM COLEMAN) DENTAL CLINIC, 31 SYDNEY STREET, NORTH PERTH AND ADVERTISING OF SALE OF 25 SYDNEY STREET, NORTH PERTH

- Attachments:**
1. Letter from Executive Director Mental Health, Public Health and Dental Services dated 25 February 2021 requesting a lease extension [↓](#) 
 2. Letter from General Manager Dental Health Services dated 1 April 2021 - requesting a lease extension [↓](#) 
 3. Haynes Street Reserve Development Plan - Final [↓](#) 
 4. Haynes Street Reserve Development Plan - Proposed Transition Plan [↓](#) 
 5. Submission from petitioner in support of the lease extension [↓](#) 
 6. Submission from former dentist at the Special Needs Dental Clinic North Perth in support of lease extension [↓](#) 
 7. Submission from Kidz Galore Pty Ltd in respect to parking at 25 Sydney Street, North Perth [↓](#) 
 8. Market valuation for 25 Sydney Street, North Perth - Confidential
 9. Plan of parking restrictions [↓](#) 

RECOMMENDATION:**That Council:****1. NOTES:**

- 1.1 That the Minister for Health's (Dental Health Services) lease of 31 Sydney Street, North Perth, which operates as the North Perth Special Needs (Shalom Coleman) Dental Health Clinic, expires on 30 June 2021; and
- 1.2 The petition received at the 23 March 2021 Council Meeting requesting the extension of the Minister for Health's lease to enable the continuity of this service, on compassionate grounds, until December 2025 in parity with the Kidz Galore Pty Ltd lease extension;
2. **RECEIVES** the request from the Minister for Health (Dental Health Services), as set out in the letters at Attachments 1 and 2, for the lease referred to in Recommendation 1.1 above to be extended until December 2025, in parity with Kidz Galore Pty Ltd's lease extension, in order to ensure continuity of this service and prevent relocation prior to a final alternative site being secured;
3. **APPROVES** a short term extension of the current lease of 31 (Lot 100) Sydney Street, North Perth to the Minister for Health (Dental Health Services) and short-term licence of 9 car bays within the carpark at 25 (Lot 93) Sydney Street, North Perth, to provide the Dental Health Services with further time to secure an alternative site to operate the special needs dental clinic, on the following key terms:
 - 3.1 3 month extension of lease and licence term, commencing 1 July 2021 and expiring 30 September 2021;
 - 3.2 3 month further extension of lease and licence term, at the discretion of the City's Chief Executive Officer based on the progress made by the Minister for Health to secure an alternative site – the Minister for Health must submit its relocation plan and timeframe to the City by 31 August 2021; and
 - 3.3 All other lease and licence terms to remain the same.
4. **APPROVES** the following variations to the Haynes Street Reserve Transition Plan, as shown in the proposed revised Transition Plan at Attachment 4:
 - 4.1 timing for the conversion of 31 Sydney Street, North Perth to a park from June 2021 to January 2022; and

- 4.2 timing for sale of 25 Sydney Street, North Perth from 2020/21 to 2021/22;
5. NOTES that the variation to the Haynes Street Reserve Transition Plan, as set out in Recommendation 4. above, will be referred to the Attorney General for approval, without additional public comment;
6. Subject to final satisfactory negotiations being carried out between the Chief Executive Officer and the Minister for Health in respect to the variation of the lease and licence to extend the term as set out in Recommendation 3. above, **AUTHORISES** the Mayor and Chief Executive Officer to affix the common seal and execute the Deed of Variation of Lease and Licence;
7. **APPROVES** the advertising of 25 (Lot 93) Sydney Street, North Perth for sale by a suitably qualified real-estate agent **SUBJECT** to:
- 7.1 Timing: Marketing to commence in May 2021 and to close after a minimum of 21 days;
- 7.2 Minimum price: To be based on the market valuation, as at Confidential Attachment 7;
- 7.3 Method of sale: Set date sale or auction; and
- 7.4 Public Notice: To be provided in accordance with section 3.58 of the *Local Government Act 1995*.
8. **APPROVES** the Chief Executive Officer providing public notice of the best offer as determined through the sale process as set out in Recommendation 7. above, in accordance with section 3.58 of the *Local Government Act 1995*;
9. NOTES that following the provision of public notice as set out in Recommendation 8. above, any offers and submissions will be presented to Council for consideration and approval;
10. **APPROVES**, in mutual agreement with Kidz Galore Pty Ltd, the variation of Kidz Galore Pty Ltd's lease of 15 Haynes Street, North Perth, to remove the car bay licence (licence to use 7 car park bays at 25 Sydney Street, North Perth) at Item 14.2, at the time of the transfer of 25 Sydney Street, North Perth, or at a later date subject to agreement with the purchaser subject to the parking changes set out in their submission at Attachment 7;
11. **APPROVES** seven on street parking spaces in Haynes Street, immediately adjacent to the child care centre, being restricted to 1/4P 8.00am to 6.00pm Monday to Friday, as shown in the plan at Attachment 9;
12. **CONFIRMS** that the variation of Kidz Galore Pty Ltd's lease as set out in Recommendation 10. above will have no impact on Kidz Galore Pty Ltd's operation of the commercial child care centre at 15 Haynes Street, North Perth (specifically staff parking requirements);
13. NOTES that the proceeds of the sale of 25 Sydney Street, North Perth would be used to fund the creation of a high quality public open space at the Haynes Sydney Street Reserve with any balance from the proceeds held in the Public Open Space Reserve to fund the implementation of other public open space projects in the City.

PURPOSE OF REPORT:

To consider the:

- short term extension of the lease for 31 (Lot 100) Sydney Street, North Perth, to allow the Minister for Health to secure a permanent alternative site for the Special Needs Dental Clinic;
- variation of the Haynes Street Reserve Transition Plan, which will be subject to the approval of the Attorney General;
- the sale of 25 Sydney Street, North Perth; and
- the variation of Kidz Galore Pty Ltd's lease of 15 Haynes Street, North Perth to remove the car bay licence.

BACKGROUND:

The land now comprising 31 Sydney Street, North Perth was resumed by the City of Perth in 1945, with the resumption being for the purpose of “*public works – recreation ground.*” The building at 31 Sydney Street, North Perth has been leased to the Minister for Health since about 1958 and used as a dental health clinic.

The Minister for Health’s current lease of the building expires on 30 June 2021. The Minister for Health also has a licence to use 9 of the car bays within the carpark at 25 Sydney Street, North Perth, expiring 30 June 2021.

The Minister for Health was advised in December 2017 that “*it is unlikely that Administration would recommend entering into long term arrangements with the Minister for Health following the expiry of the current lease on 30 June 2021.*” The rationale for Administration’s position was the purpose of the resumption of the land (recreation ground), the restriction on the use of the adjacent land (15 Haynes Street) for the purpose of recreation (due to it being included in a 1941 Deed of Trust) and the possible shortfall of public open space in the North Perth area, which was pending the completion of a Public Open Space Strategy.

In December 2018 the City’s Public Open Space Strategy was adopted, which identified a short fall of public open space in the North Perth area. Subsequent to the adoption of the Public Open Space Strategy, Administration prepared a plan and timing for the conversion of 15 Haynes Street and 31 Sydney Street to public open space. This plan was prepared in consultation with the community and the current users, which included the Minister for Health.

At its 28 May 2019 Meeting Council supported the conversion of this land to public open space, adopting the Haynes Street Development Plan (Development Plan). The Development Plan was subject to further community consultation and the approval of the Attorney General. The Development Plan was approved by the Attorney General on 5 March 2020. Following this the Development Plan was advertised for public comment from 15 June to 13 July 2020. The Development Plan was then adopted by Council at its October 2020 meeting.

The Minister for Health was updated throughout the preparation of the Development Plan, and advised that the adopted Development Plan would mean 31 Sydney Street would be converted to a park upon the expiring of the Minister for Health’s lease on 30 June 2021, The Minister for Health did not make a formal request for a lease extension until late 2020.

Kidz Galore Pty Ltd, who lease 15 Haynes Street for the purpose of a commercial child care centre, requested a lease extension until December 2025 as part of the initial consultation on the conversion of the lots to a park. On that basis, it was possible for this request to be incorporated into the timing of the conversion – with a staged approach to creating a park agreed on. Council considered and approved a 5 year lease extension at the 15 September 2020 Council Meeting, which provided Kidz Galore a new lease commencing 1 January 2021 and expiring 31 December 2025.

The other user of the Haynes Sydney Street site is the North Perth Playgroup. The Playgroup advised that they did not require use of the building beyond 30 June 2021 due to a lack of membership. Council subsequently approved the Playgroup’s request to surrender their lease effective 31 December 2020.

25 Sydney Street, North Perth

25 (Lot 93) Sydney Street, North Perth has an area of 561 square meters and is zoned Residential R20. It is currently used as a car park, with Kidz Galore Pty Ltd and the Minister for Health (dental health clinic) each having a licence to use the bays (7 and 9 bays each, respectively) for staff parking.

As part of the preparation of the Development Plan, it was determined that this lot would be excess to the City’s requirements following the creation of the park. It was also determined that amalgamating this lot with the Haynes Street Reserve was not the best community outcome, as the proposed Haynes Street Reserve was an appropriate size for a Local Level Public Open Space. Selling the lot was considered to have a greater community value, as the proceeds could fund the creation of the park and potentially the acquisition of other lots for public open space within the City. Council noted this in its October 2020 decision.

The Minister for Health’s licence to use the 9 car bays expires 30 June 2021. If the Minister for Health’s lease was extended for 6 months as proposed, this should not impact the proposed sale, as this is unlikely to occur prior to January 2022.

Kidz Galore Pty Ltd's licence to use the remaining 7 car bays expires 31 December 2023. Kidz Galore has agreed to its right to use these bays expiring on the sale of the lot, provided there is no impact on the operation of their child care centre at 15 Haynes Street, which includes access to staff parking.

Kidz Galore Pty Ltd has requested some changes to parking on Haynes and Eton streets to ensure access to the child care centre is not impacted by the sale of 25 Sydney Street, as set out in **Attachment 7**. Administration is supportive of restricting the parking adjacent to the dental clinic and child care centre on Haynes Street to 15 minutes to ensure parents can use the street for drop-off and pick-up of their children. The use of the Eton Street bays for staff parking is not deemed necessary at this stage, but can be re-assessed in the future. The plan of the proposed restrictions is at **Attachment 9**.

DETAILS:

Extension of the Minister for Health's lease

The Minister for Health and clients of the dental clinic have provided submissions to support their request for a lease extension, as at **Attachments 1, 2 5 and 6**. A petition was also tabled at the 23 March 2021 Council Meeting requesting that the City extend its lease to the Minister for Health on compassionate grounds.

The City is committed to working with the Dental Health Services to facilitate the timely relocation of the dental clinic and ensure the continuity of this important community service.

The City is also committed to implementing the Development Plan for the new public park at the Haynes Sydney Street site which was agreed through extensive engagement with the community, stakeholders and approved by the Attorney General.

In light of the Dental Health Services still not having secured an alternative site Administration recommends that Council approve a short term lease extension to enable the transition arrangements to be finalised by the Dental Health Services.

As the lease extension will impact the timing of the creation of a public park at the Haynes Sydney Street site, this will impact the implementation timeline of the Development Plan.

Administration supports delaying the conversion of 31 Sydney Street to public open space until January 2022 (Stage 1 of the Development Plan), but not beyond this date at this stage (as requested). This would still allow for 31 Sydney Street to be converted to public open space within the 2021/22 financial year, while providing the Dental Health Service time to progress securing an alternative site. Providing parity with Kidz Galore at this stage is not possible, as further consultation with the community would first be required before a delay to the creation of the new park could be considered; the Dental Health Service have not provided any detail regarding their transition planning timeframes; and the Attorney General's Office have indicated that they would not consider any extension beyond December 2021 without the Dental Health Service transition planning timeframes.

The Development Plan is proposed to be updated to reflect the short delay proposed in the conversion of 31 Sydney Street to a park. **Attachment 3** shows the current Transition Plan, as approved by the Attorney General through the approval of the Development Plan. The proposed changes to the Transition Plan are outlined as at **Attachment 4**. This variation is subject to the approval of the Attorney General. The proposed Transition Plan has been provided to their office for comment. It is likely that the Attorney General's main concern will be whether this delay in the implementation of the Transition Plan will impact the conversion of 15 Haynes Street to a park – which would not occur as a result of the 3 to 6 month lease extension proposed.

It is also noted that Kidz Galore has secured an alternative site with the intention to commence construction of a replacement child care centre in mid-2021. This will result in Kidz Galore relocating from 15 Haynes Street within the 5 year lease extension, possibly in 2023. This will then result in the earlier creation of a park for the whole of the Haynes Sydney Street site.

Sale of 25 Sydney Street, North Perth

Bringing forward the sale of this residential lot will enable the City to fund the creation of the Haynes Sydney Street Reserve. Current market conditions indicate that it is an opportune time to sell the lot, and the sale will be via a set date sale or auction process, as this should result in the highest value.

It is estimated that the sale would not occur prior to January 2022. The proposed revised Transition Plan reflects this updated timing, as at **Attachment 4**.

The market valuation for this lot is at **Confidential Attachment 8** and provides that the current market value is \$815,000. The valuer has estimated that over the last year the value of this lot has increased by about \$50,000. The sale of this lot is comparable to the recent sale of 39 Marmion Street, North Perth, for over \$900,000. The valuer has advised that selling the lot within the next few months should result in the highest Value.

CONSULTATION/ADVERTISING:

Public notice of the extension of the Minister for Health's lease and licence is not required as this is an exempt disposition in accordance with section 3.58 of the *Local Government Act 1995*, as the lease and licence are to a state government entity. As a result, the exemption under Regulation 30(2)(c) of the *Local Government (Functions and General) Regulations 1996* applies.

Public notice of the sale of 25 Sydney Street, North Perth would be required in accordance with section 3.58.

LEGAL/POLICY:

- Section 3.58 of the *Local Government Act 1995*.
- Regulation 30(2)(c) of the *Local Government (Functions and General) Regulations 1996*.

RISK MANAGEMENT IMPLICATIONS

Low: It is low risk for Council to approve the short term extension of this lease, as it will assist in the continuity of the dental health clinic, and has minimal impacts on the implementation of the Development Plan.

STRATEGIC IMPLICATIONS:

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

Enhanced Environment

Our parks and reserves are maintained, enhanced and well utilised.

Connected Community

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

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

Innovative and Accountable

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

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This 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

Mitigate the impact of public health emergencies

FINANCIAL/BUDGET IMPLICATIONS:

The current annual rent is approximately \$14,500, and licence fee is \$3,600 per annum. This extension of lease and licence will result in an additional income of approximately \$9,000 (for 6 months).

The estimated cost of the conversion of 31 Sydney Street to a park (Stage 1 of the Development Plan) is \$250,000, which includes the costs associated with the demolition of the Dental Clinic and Playgroup buildings.

The sale of 25 Sydney Street would cover this cost, as well as the conversion of 15 Haynes Street (Stage 2). It is likely there will also be excess funds, which can be held in the City's Public Open Space Reserve.



Government of Western Australia
North Metropolitan Health Service



Your Ref: SC584/D21/23057
Our Ref: F/20/1920
Enquiries: Ms Ros Elmes
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93807702

Mr David MacLennan
Chief Executive Officer
City of Vincent
PO Box 82
Leederville Western Australia 6902

Via email: Manuela.McKahey@vincent.wa.gov.au
mail@vincent.wa.gov.au

Dear Mr MacLennan *David*

North Perth Special Needs (Shalom Coleman) Dental Clinic

Thank you for taking time to meet with representatives of the Dental Health Services and myself on Tuesday. I appreciated the opportunity to meet you, Meluka Bancroft and Emma Cole, the Mayor of the City of Vincent. I thought it was a very fruitful meeting. Summarising the discussion:

- The background to the City of Vincent's position regarding the development of the North Perth Land and the complex process that has been undertaken to achieve approval for the proposed development was explained and appreciated.
- The child care centre, Kidz Galore has now purchased land and has received development approval to relocate the child care centre. The timeframe for this relocation is somewhere between two to four years.
- The Director General of Health is seeking parity to align the transition of the Special Needs Clinic with the timeframe similar to that provided for Kidz Galore.
- Confirmed that the City of Vincent will not be requesting the Special Needs Clinic to vacate by end of June 2021.
- Agreed to work in partnership to progress a resolution to the situation and maintain this messaging from both parties.

It was described that any discussions regarding extension to the current lease will need to be held with the Council.

Dental Health Services have notified me of the email they received from Meluka on 23 February containing a wonderful offer from the City of Vincent to consider 25 Sydney St as

North Metropolitan Health Service | T Block | Verdun St NEDLANDS 6009
Telephone (08) 6457 1488 | www.nmhs.health.wa.gov.au

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an option for the relocation of the clinic. Thank you for identifying this option for the patients so quickly.

We appreciate the City of Vincent's support in working together to find a solution for our Special Needs Clinic clients.

Yours sincerely



Ros Elmes
EXECUTIVE DIRECTOR
MENTAL HEALTH, PUBLIC HEALTH AND DENTAL SERVICES

25th February 2021

Cc Meluka Bancroft
Executive Manager Corporate Strategy and Governance
meluka.bancroft@vincent.wa.gov.au

Cc Emma Cole
Mayor of the City of Vincent
Emma.Cole@vincent.wa.gov.au

Cc Sam Carrello
General Manager Dental Health Services
sam.carrello@health.wa.gov.au

RECEIVES the request from the General Manager Dental Health Services to extend the lease for the Special Needs Dental Clinic at 31 Sydney St North Perth in parity with the extension of lease offered to Kidz Galore

Background

The City of Vincent (CoV) first notified Dental Health Services (DHS) of an end of lease date of 30 June 2021 for the Special Needs Dental Clinic (SNDC) at 31 Sydney St, North Perth on the 18th Dec 2017. At that time, the CoV confirmed that it was unlikely that The City's Administration would recommend entering into long term arrangements with the Minister for Health following the expiry of the current lease. Since that time there has been regular contact between the CoV Administration and DHS. At the request of DHS, the CoV sent a "confirmation" letter on 24 March 2020, emphasising that there is no further option under the current lease and that the property needed to be vacated by 30 June 2021. DHS utilised this "confirmation" letter to commence the business case process to request funds for the relocation of the SNDC.

Requests were made to the CoV Administration by DHS for any potential extension of the current lease arrangements in September 2020 and January 2021. The CoV could not offer an extension to the lease but offered to help find an alternate location for the SNDC.

As part of the business case process, DHS prepared a risk mitigation strategy whereby SNDC clients could continue to be treated whilst the new clinic was built. DHS has only one other surgery that would be suitable for treating SNDC clients. This surgery is located within the Fremantle General Dental Clinic (GDC) in Fremantle Hospital. The surgery is of larger size and would enable easier access for SNDC patients. Another existing surgery at the Fremantle GDC would be converted to accommodate a wheel chair tipper. The identified issue of the "interim" solution is that there would be a reduction in available dental surgeries (from the current 4 at the SNDC to 2 at the Fremantle GDC). DHS would manage patient waiting lists based on clinical priorities during the transition phase until a new clinic was built.

On confirmation from the CoV that no extension was available to the current lease, DHS arranged a consumer forum to inform SNDC clients of the proposed interim solution. The consumer forum was scheduled on 19 January 2021 and was attended by approximately 20 carers, parents and clients. At the same meeting it was noted that Kidz Galore had been granted an extension to their lease until 2025 by the CoV.

The outcome of the forum was that:

- Parents and Carers were wary of having a Hospital based clinic as a clinic for special needs patients
- Parents and Carers were concerned that the dental care routine for their children would be disrupted twice---once for the interim solution and again when they move to a new clinic
- Parents and Carers wanted an "equivalent" service as an interim solution, i.e. 4 surgeries instead of 2
- Parents and Carers expressed concern regarding the lack of parity in lease extension as afforded to Kidz Galore

The parents and carers decided that they would approach the CoV themselves and have petitioned the CoV for an extension of lease in parity with Kidz Galore. They have also written to the Minister for Health regarding their concerns.

DHS, through its governing body, North Metropolitan Health Service, has continued to meet with the CoV to work together in resolving the situation. Any discussions regarding an extension to the current lease will need to be held with Council.

Special Needs Dental Clinic

Oral health is an important part of general health, with evidence showing clear links between poor oral health and a number of other diseases such as diabetes and cardiovascular disease. Good oral health enables people to participate in essential activities of daily life without pain, discomfort or embarrassment. At an individual level, a healthy mouth enables a person to eat, speak and socialise without pain, discomfort or embarrassment. At the community level, by improving oral health, we reduce acute preventable hospitalisations in Western Australia (WA).

While there have been improvements in our overall oral health over recent decades, there are strong variations across different population groups. People with disabilities are a priority population group that find it difficult to access oral health care. Often, people with disabilities have poor oral health as a consequence of their conditions. For people living with physical, intellectual and developmental disabilities including complex medical needs, poor oral health is only one among a number of other health care issues. Many people with a disability may not perceive the need for oral health care or may be unable to express their need. Carers may see oral health care as a lower priority or may lack time or energy for regular oral health visiting and daily oral hygiene.

People with additional or specialised health care needs may often receive a very fragmented service, resulting in less-than-optimal care experiences, outcomes and costs. Several factors make accessing dental care more difficult for this group, including:

- Difficulties in physically accessing appropriate dental treatment facilities including lack of ramps, grab bars, height-appropriate amenities, and inadequate space within which to manoeuvre wheelchairs.
- Treatment can also be more difficult when care is obtained due to complex medical conditions, physical and behavioural barriers to oral health.
- Many people with special needs require treatment in a hospital setting or a dedicated clinic.
- Lack of skilled dental health professionals with skills in special-needs dentistry.
 - In 2016 a study undertaken on the perception of Special Needs Dentistry amongst general dentists within WA found that over 50% of the respondents felt that they lacked experience in treating special needs dental patients.
 - Many patients with disabilities may require dental treatment under general anaesthesia and hence specialist anaesthetist staff are often required to provide such treatment.

Special Needs Public Dental Health Care in WA

In WA, the Shalom Coleman SNDC, operated by the DHS, provides public dental services to patients registered with the Department of Communities (DoC) in the following categories:

- Intellectual disability;
- Global Developmental Delay; and
- Autism Spectrum registered with DoC prior to 1 September 2006

In addition to the clients of the DoC, the SNDC also provides care to patients with an acquired brain injury and/or with spinal injury.

General dental treatment is provided at the clinic utilising local anaesthetic and, when necessary, under general anaesthetic at the St John of God Midland Public Hospital. All dental treatment provided to eligible SNDC patients is at no charge to the patient.

The SNDC is located in a purpose built four-dental chair surgery facility in North Perth. The facility is leased from the City of Vincent (CoV). The CoV have notified DHS that the SNDC needs to vacate the premises by 1 July 2021 because the site has been recommended for conversion into a park under the CoV's Public Open Space Strategy.

There are approximately 14,000 eligible patients for free public dental care at the SNDC. Of these, over 2,800 are current registered patients of the clinic and over 3,500 have been registered with the clinic since 2005. In 2019/20 the SNDC delivered clinical activity to 1,839 special needs dental patients through 2,962 patient visits (noting that activity was affected by COVID-19 restrictions). In 2018/2019 this clinical activity was 1,934 special needs dental patients provided through 3,178 patient visits.

Alignment with Government Policy and Priorities

The replacement of the SNDC is consistent with State Government policy and priorities including:

- It would deliver on the State Government's commitment within the Western Australian (WA) State Disability Strategy 2020-2030 Action Plan to relocate the SNDC.
- It supports the WA State Recovery Plan by developing patient centred infrastructure that is modern and attractive to a wide range of user and community groups, to support health and wellbeing.
- Aligns with the recommendations of the Sustainable Health Review including:
 - provision of accessible dental services to reduce inequity in health outcomes;
 - supporting care in the community hence reducing the need for frequent oral care related hospital presentations;
 - supporting the interface between health and disability services to enable care in the most appropriate setting and to ensure people with special needs do not fall between the gaps; and
 - building partnerships through consumer engagement.
- Aligns with the State Oral Health Plan which identifies Western Australians with additional and/or specialized health care needs as a priority population for improving oral health outcomes and reducing the impact of poor oral health across their life course.

Targeted Consumer Consultation Outcomes

The relocation plan contained within the business case has been informed by a targeted patient and carer consultation process held in January 2021. Feedback received from the patient and carers included:

- Contemporary design features for the refurbished/new build including single storey facility, wide doors, more than one accessible toilet, room to manoeuvre wheelchairs, open courtyard space, multiple therapeutic waiting rooms, fish tanks to create a calm waiting environment, and food/drinks options;
- Support for future workforce teaching and training opportunities;
- Carers noted that importance of supporting solutions that normalise disability in society;
- Whilst co-location with general dental services could have some benefits, it was important that the premises are accessible and fit-for-purpose, and that care was delivered by staff qualified to meet the needs of people with special needs;
- Carers expressed reservations about co-location with busy clinics and hospitals as having many people around tended to lead to anxiety amongst the people with special needs; and
- Concerns regarding the transitioning of services to the new/refurbished clinic once the lease of the current facility expired.

Investment Objectives

The investment objectives for the project include:

- Provision of appropriately accessible dental health services and care for special needs dental patients; and
- Provision of a contemporary facility to meet the needs of special needs dental patients.

Interim Clinic During the Transitioning Period

To provide for service continuity to SNDC clients during the refurbishment/construction of the new facility, the DHS is proposing an interim change of location for the dental surgery. The location of the interim clinic remains subject to further consumer consultation in April 2021.

DHS only has one other surgery suitable for some of the SNDC patients, the Fremantle GDC located within Fremantle Hospital. The Fremantle GDC is of larger size and would enable easier access by some SNDC patients.

The interim strategy noted above would result in a reduction in the number of available special needs dental chairs from four to two. Consequently, there would be reduced capacity during the transitioning period resulting in increased wait times. Subject to the location of the interim clinic, special needs dental patients may have to travel longer distances to access treatment. Consequently, this inconvenience may require management during the transition period.

As mentioned above, at the January 2021 Consumer Forum, SNDC clients, parents and carers noted that the CoV had extended the Kidz Galore lease until 2025. The consumers have subsequently requested and tabled a petition to the CoV to extend the SNDC lease in parity with that of Kidz Galore. The extension of the SNDC lease as requested by consumers would negate the need for an interim solution

Extract from the State Disability Strategy (2020-2030)**Outcome 11: People with disability have access to health and mental health services and attain the highest possible health and wellbeing outcomes throughout their lives**

11.2 Person-centred dental care

Improve access to oral health information and State-funded dental care for people with disability by:

- supporting the relocation of the Special Needs Dental Clinic
- reviewing the current provision of State-funded oral care for people with disability in Western Australia
- embedding and promoting two new publications to assist patients to access care:
 - a. Maggie goes to the Dentist' – A social story of going to the dentist to help prepare patients and their carers for the sights, sounds and experience of going to the dentist <https://www.dental.wa.gov.au/publications/maggie-goes-dentist>
 - b. Planning to go to the dentist - A Guide for Families and Carers of people with Autism' <https://ddwa.org.au/shop/planning-to-go-to-the-dentist>

Summary Comments

The SNDC provides care to a special group of Western Australian's with complex medical, social and behavioural requirements who have higher oral health care needs than the general population. These include people with intellectual disability, delays in cognitive and physical development, and autism.

Due to the nature of these disabilities, most do not cope well with change, they need continuity of care in terms of clinic location, clinic room and clinical team. They need to be slowly introduced into the service to desensitise them to accept dental care in a community setting. This desensitising can currently be undertaken in a number of ways at the SNDC including in a parked car in the SNDC's carpark, on the grass, under a tree in the clinic's grounds or in the purpose built and exclusive waiting room. These invaluable desensitising visits reduce the need for this group of patients to undergo procedures in hospital theatres which are potentially traumatic as well as placing additional cost on the health system.

DHS' request to the CoV is that the City extend the SNDC lease in parity to that of Kidz Galore. The extension will provide time for the business case to be reviewed and a new permanent clinic to be established. By doing so, this group of vulnerable patients will continue to receive care in a familiar and only purpose-built dental clinic in the State. It will maintain the current level of service to clients who already have poorer oral health than the general population and it will ensure that there is an orderly transition to a new purpose-built facility negating all of the issues associated with an interim solution.

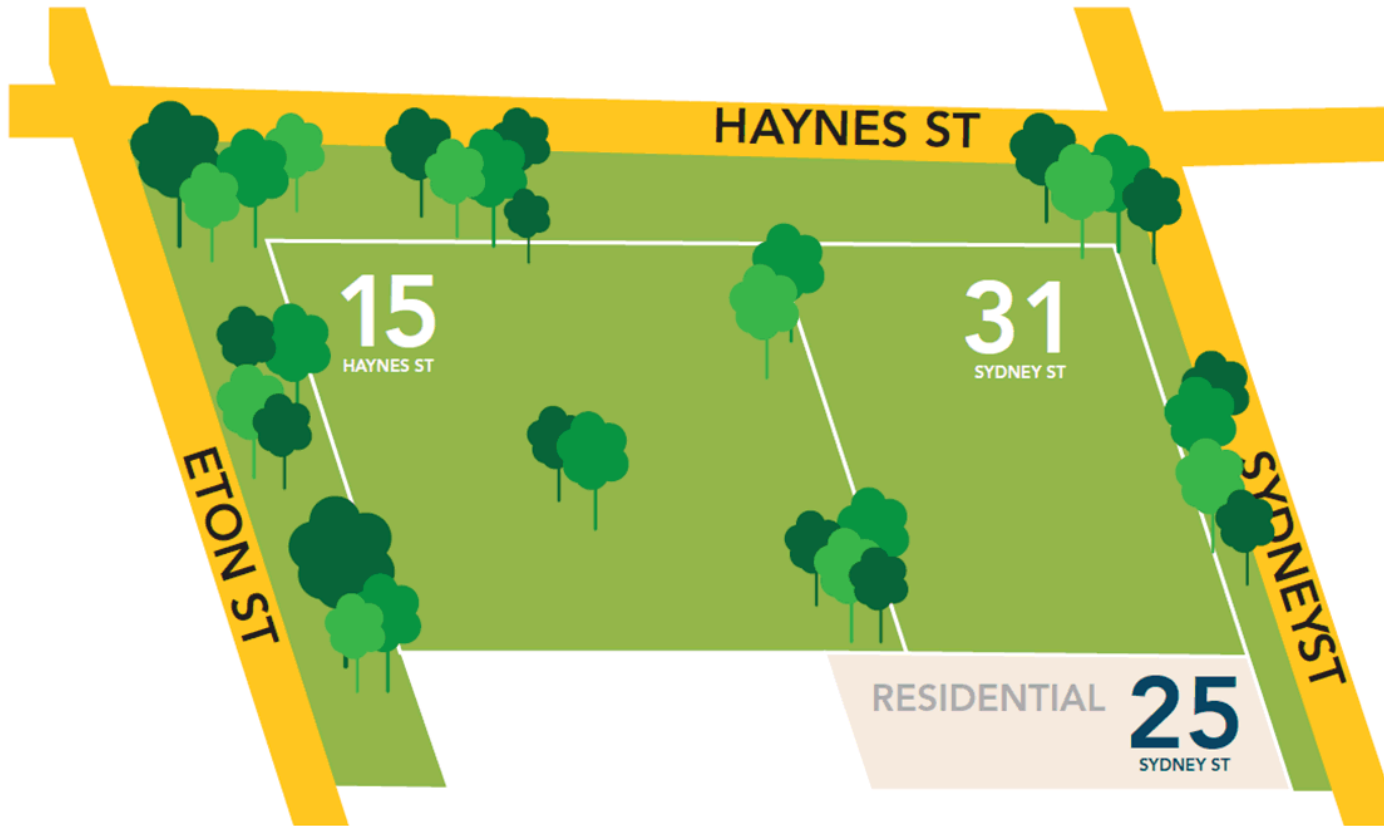
DHS hopes the CoV appreciates and understands the impact of asking SNDC clients to relocate twice and extend the SNDC lease in line with that of Kidz Galore.

HAYNES STREET RESERVE Development Plan

Final Outcome



CITY OF VINCENT



HAYNES STREET RESERVE Development Plan

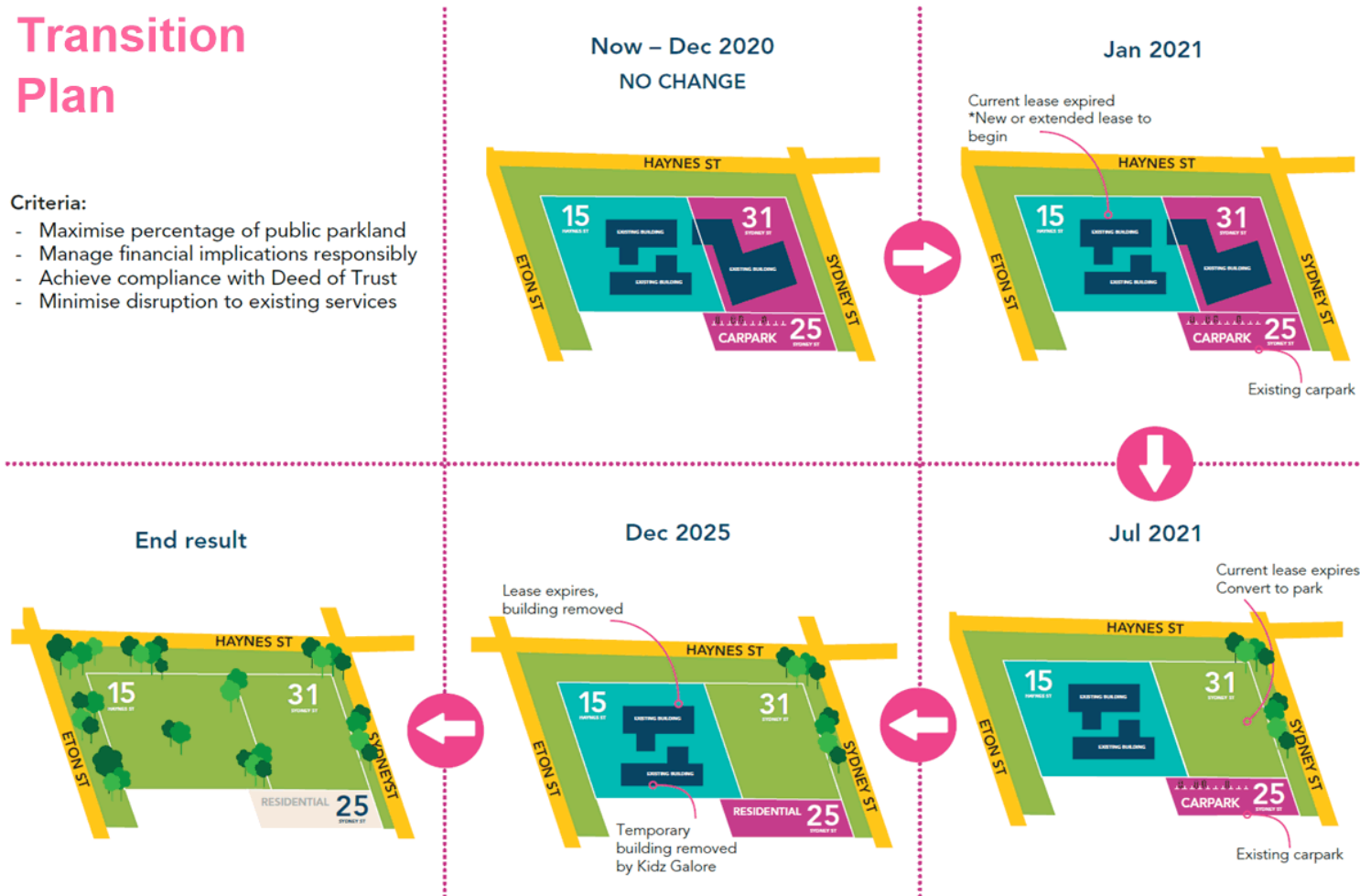


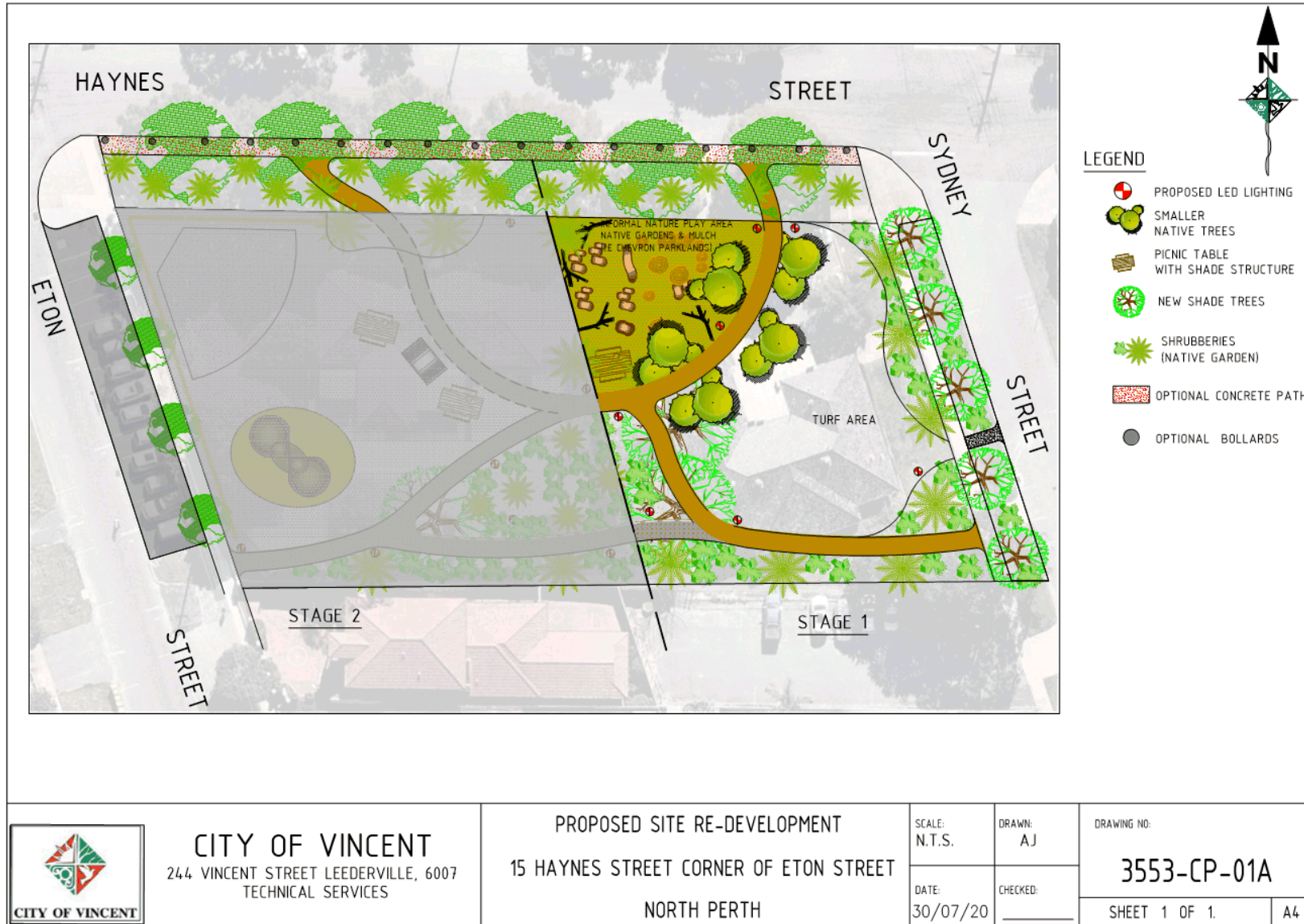
CITY OF VINCENT

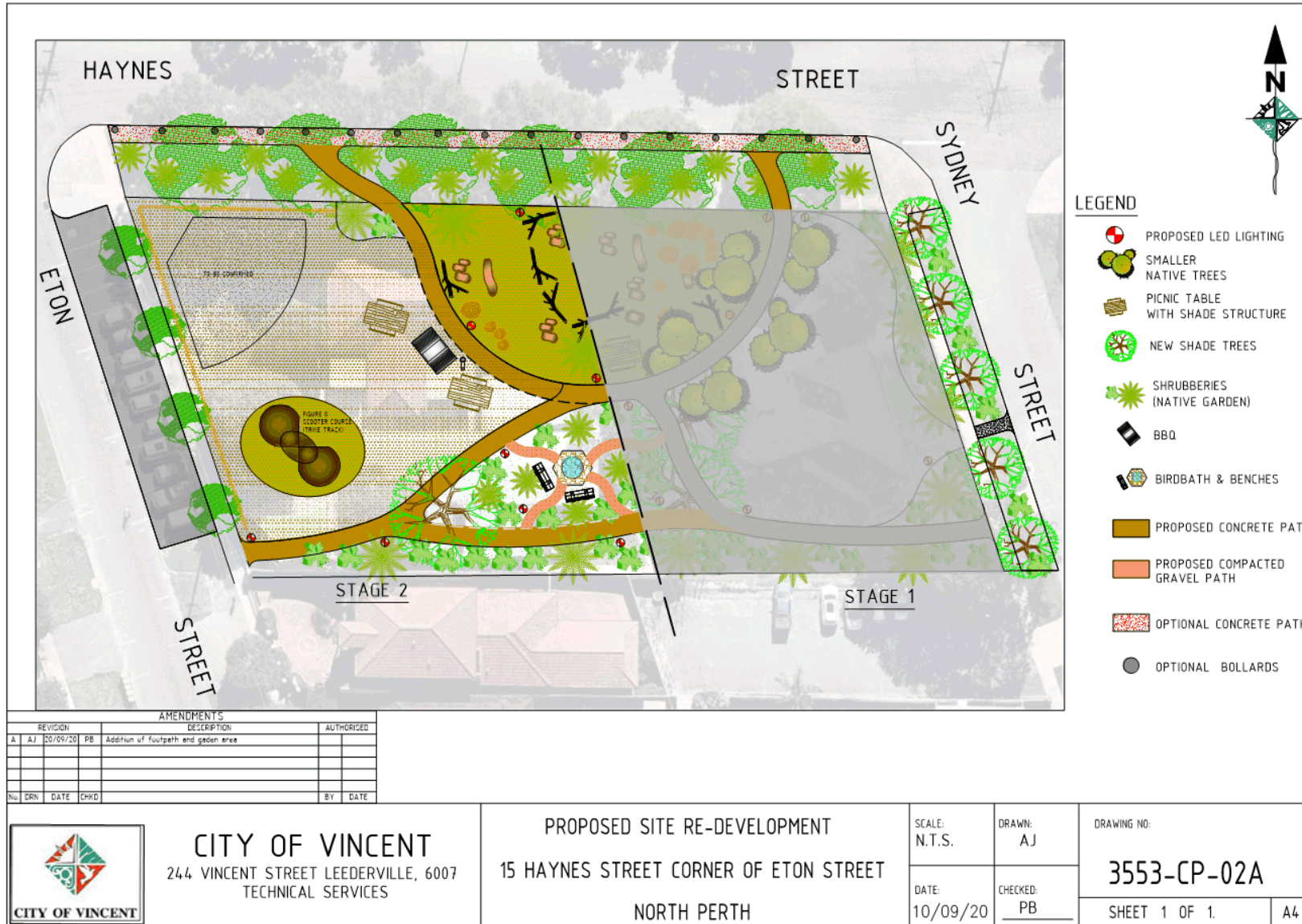
Transition Plan

Criteria:

- Maximise percentage of public parkland
- Manage financial implications responsibly
- Achieve compliance with Deed of Trust
- Minimise disruption to existing services





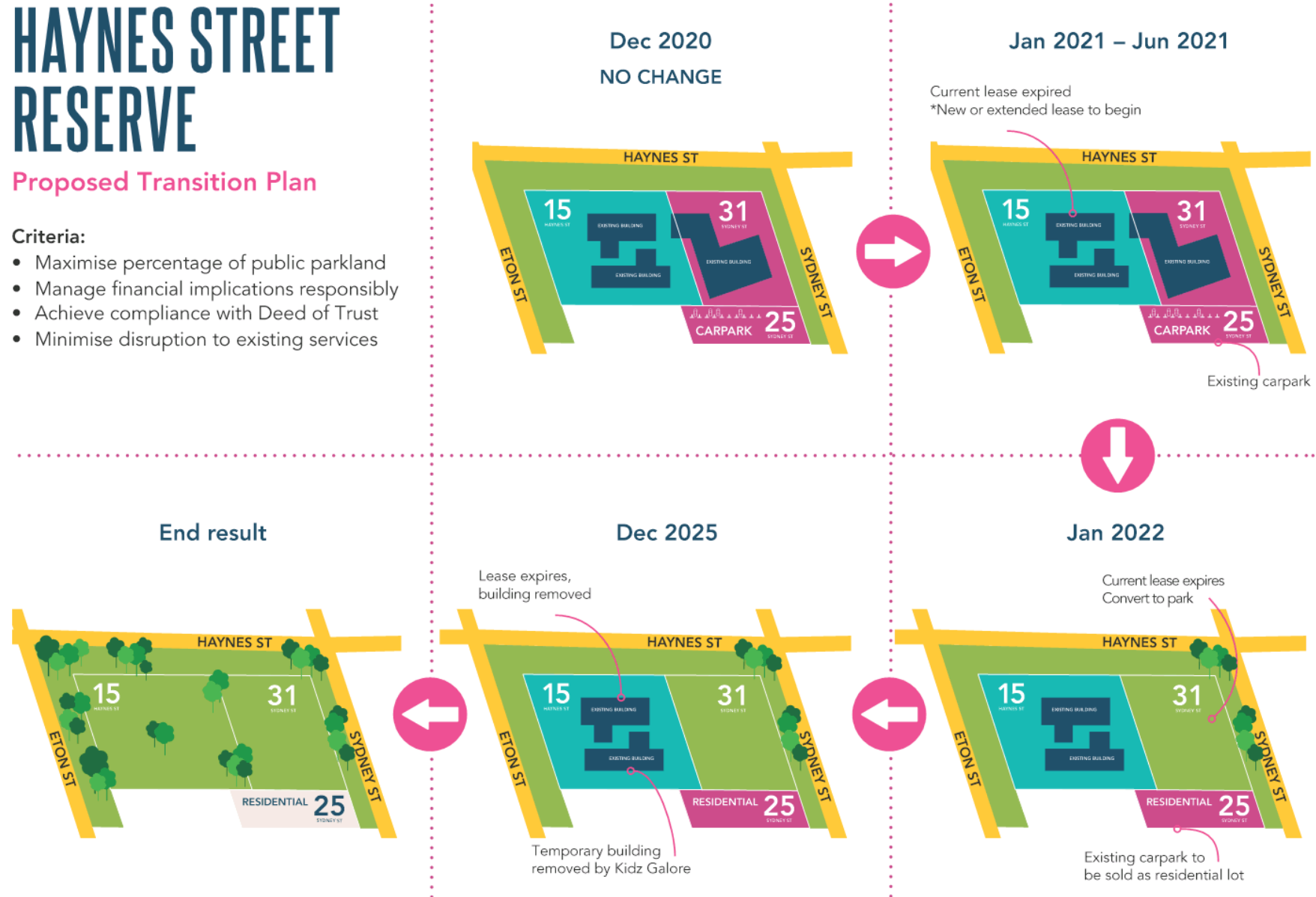


HAYNES STREET RESERVE

Proposed Transition Plan

Criteria:

- Maximise percentage of public parkland
- Manage financial implications responsibly
- Achieve compliance with Deed of Trust
- Minimise disruption to existing services



The Service Provided by the SNDC @ 31 Sydney St North Perth and the need for an extension to the Dept of Health lease to mirror that of Kidz Galore at Lot 9, namely 31st Dec 2025.

There are two groups of disability clients that have their oral care needs met by the dentists that work at the Special Needs Dental Clinic, 31 Sydney St North Perth. The larger group are the developmental disability clients that have a level 3 intellectual disability associated with their condition. This group ranges from the ambulant autistic child to the nonverbal/nil by mouth/tactile defensive and wheelchair bound geriatric client. The other (smaller) group are the spinal injury clients commonly referred to as the quadriplegics and paraplegics. This clinic is the only one of its kind and it serves clients from all over Western Australia.

Both groups are treated for their general dental care – ranging from simple examinations to complex treatments like minor oral surgery, specialized oral prosthetics, and root canal treatment at this location. High anxiety levels and the inability to cope with stress would be the general issue that the staff face when treating these clients. The treating dentist and, if possible, the dental assistant that usually attends the client and even the room where treatment occurs is kept the same for this reason. One of the four surgeries has a wheelchair tipper for wheelchair bound clients whose wheelchair does not recline sufficiently. The other surgeries have the usual dental chairs but are larger than the typical dental surgery to allow clients to be treated in their own reclining wheelchair if needed and to also allow room for the parent or carer to be present while treatment is being offered. Being able to hold their mother's hand is reassuring for the client especially when at the dentist! Another important point is that this location is one of the critical placements for final year dental students to observe special needs dentistry and so a larger surgery accommodates this purpose also. This clinic takes pride in its desensitizing program where the client is slowly introduced to the dental surgery in a non-invasive and non-threatening way. A unique visual/sound social story book based on the current building was recently produced by the staff at Sydney St in-line with this desensitizing ethos. Patients with developmental disabilities are typically seen under General Anaesthetic at St John of God Hospital, in Midland for dental treatment and this clinic is aiming to reduce that pathway through this methodology. Disruptions to routine and familiarity is not well tolerated by this group and we ask that the City of Vincent be very mindful of this fact in their decision making regarding an extension to the lease. A lot of the progress made by these desensitizing appointments could potentially be set back because of the proposed double move for the clinic to cover the interim period after 30th June 2021 and until a new permanent location is achieved.

The building that the clinic currently occupies is in a leafy neighbourhood setting and not a hospital campus. This provides stress reduction for the clients who have a hospital phobia. In reference to the Department of Health's possible interim locations, only one location is potentially suitable and can be altered to offer two large surgeries (as opposed to the current four surgeries) but this location is hospital based. This is unsuitable both from a psychological aspect and a halving of service delivery. This is by no means an equivalent interim solution. Other factors that work against relocating to a hospital-based location are the crowded, noisy spaces and potential triggers (such as having to use the general-public waiting room) for harmful behaviour. Currently some clients are examined in the grassed area just outside the clinic when it is not in their best interest to come into the building. This will not be possible in a hospital parking lot where the clinic will be situated far away and on a different floor level. Some of the clients will not even ride in an elevator! A limited number of parking bays will also be an issue as many of the clients are brought in by carers who do not have an ACROD sticker. Any interim relocation while the new clinic is developed will not suit this clientele as their adaptability skills range from poor to zero.

The replacement of the SNDC is consistent with State Government policy and priorities including:

- It would deliver on the State Government's commitment within the Western Australian (WA) State Disability Strategy 2020-2030 Action Plan to relocate the SNDC.
- It supports the WA State Recovery Plan by developing patient centred infrastructure that is modern and attractive to a wide range of user and community groups, to support health and wellbeing.
- Aligns with the recommendations of the Sustainable Health Review including:
 - provision of accessible dental services to reduce inequity in health outcomes,
 - supporting care in the community hence reducing the need for frequent oral care related hospital presentations,
 - supporting the interface between health and disability services to enable care in the most appropriate setting and to ensure people with special needs do not fall between the gaps, and
 - building partnerships through consumer engagement.
- Aligns with the State Oral Health Plan which identifies Western Australians with additional and/or specialized health care needs as a priority population for improving oral health outcomes and reducing the impact of poor oral health across their life course.

In line with these priorities, a business case has been put forward for a new permanent home for the relocation of this clinic. A proposal for an interim relocation whilst waiting for this to be finalised, is not by any means the ideal situation. An extension to the lease at 31 Sydney St, would make disruption to service delivery, and the receiving of it, minimal for these vulnerable clients. Because there is no equivalent site for the interim relocation of the clinic this will also cause some of the staff (who are such a valuable resource) to be dispersed throughout Dental Health Services diluting the skill set for this clientele. In 2016 a study undertaken on the perception of Special Needs Dentistry amongst general dentists within WA found that over 50% of the respondents felt that they lacked experience in treating special needs dental patients. A minute percentage of dental graduates go on to study Special Needs Dentistry. Any alternative interim solution to remaining at Sydney St will greatly impact the service delivery and wait lists for this group. Currently clients are waiting up to fourteen months for a recall appointment so this, at the very least, would be doubled in time, even before taking into account, the need to keep appointment times available for emergencies. This will not be in the best interests of the special need clients as they have a higher incidence of oral health problems compared to someone who is able bodied.

I have also attached a letter from Dr Jee-Yun Leung, a former practitioner at the Sydney St Clinic who is currently completing her doctorate in Special Needs Dentistry at the University of Adelaide.

Once again, I appeal to the Mayor and Council of the City of Vincent to direct the administration to apply to the Attorney General's Office for a variation to the Haynes St Developmental Plan which will allow an extension to the Dept of Health lease at 31 Sydney St, North Perth to mirror that of Kidz Galore on the adjacent site of Lot 9, namely 31st Dec 2025.

Yours sincerely,
Barbara Joan Martin (Concerned parent)

20th February 2021

To the City of Vincent,

I am very disappointed to hear that the lease for the Special Needs Dental Clinic in North Perth will not be renewed beyond 30th June 2021.

The Special Needs Dental Clinic in North Perth is the only one of its type in WA, providing much-needed care for over 2,500 people with special needs. It provides government-funded dental care to those who may not otherwise be able to afford such services. It brings a diverse population to the City of Vincent, and has helped countless of people from a vulnerable population. The clinic is purpose built to be wheelchair accessible with widened corridors, doors, entryway and clinic space; has an ideally located and designed carpark; is centrally located; has specialised equipment; and (most importantly) is a familiar clinic to many who have been attending for years. Many patients of the clinic get anxious with changes in environment (e.g. Autism Spectrum Disorder). Moving clinics can set back their ability to cope with dental treatment, and as such these patients have to start again with familiarisation and desensitising programs before they will accept dental care.

People with special needs have poorer oral health and greater unmet treatment needs compared to the general population.¹ In addition to cognitive impairment, patients of the Special Needs Dental Clinic also often have associated medical conditions, physical disabilities and psychiatric conditions impacting their ability to clean their teeth, maintain healthy diet, attend appointments, and cooperate with dental care.

However, it is well-established that difficulties accessing dental services is also a significant factor to patients with special needs having disproportionate dental needs compared to their non-disabled counterparts. This may be due to financial barriers, lack of dentists with adequate skills/training to treat those with disability, waiting lists, lack of funding for services, and – of particular note – lack of appropriate, equipped and accessible dental clinics.²

As a result of these significant inequities, people with specialised health care needs are a priority population in the Australian Government's National Oral Health Plan 2015-2024.³ Additionally, the issue of neglect of people with disability has come to the fore with the Royal Commission into Violence,

¹ - Crall JJ. *Improving oral health for individuals with special health care needs. Pediatric Dent* 2007; 29: 98-104.
 - Anders PL, Davis EL. *Oral health of patients with intellectual disabilities: a systematic review. Spec Care Dent* 2010; 30: 110-7.
 - Oral Health Monitoring Group (COAG Health Council). *Priority Population 4 - People with additional and/or specialised health care needs. Health Mouths Healthy Lives Australia's National Oral Health Plan 2015 - 2024. Adelaide: South Australian Dental Service, COAG Health Council (Australian Government); 2015. p. 63-8. Available from: <http://www.coaghealthcouncil.gov.au/Publications/Reports>*

² - Crall JJ. *Improving oral health for individuals with special health care needs. Pediatric Dent* 2007; 29: 98-104.
 - Edelstein BL. *Conceptual frameworks for understanding system capacity in the care of people with special health care needs. Pediatric Dent* 2007; 29: 108-116.
 - Davis MJ. *Issues in access to oral health care for special care patients. Dent Clinics North Am* 2009; 53: 169-181.
 - Pradhan A, Slade, GD, Spencer AJ. *Access to dental care among adults with physical and intellectual disabilities: residence factors. Aust Dent J* 2009; 54: 204-211
 - Prabhu NT, Nunn JH, Evans DJ, Girdler NM. *Access to dental care parents' and caregivers' views on dental treatment services for people with disabilities. Spec Care Dent* 2010; 30: 35-45.
 - Slack-Smith L, Ree M, Leonard H. *Oral health and children with an intellectual disability: A focus group study of parent issues and perceptions. J Disability Oral Health* 2010; 11: 171-177.
 - Nelson LP, Getzin A, Graham D et al. *Unmet dental needs and barriers to care for children with significant special health care needs. Pediatric Dent* 2011; 33: 29-36.

³ *Oral Health Monitoring Group (COAG Health Council). Priority Population 4 - People with additional and/or specialised health care needs. Health Mouths Healthy Lives Australia's National Oral Health Plan 2015 - 2024. Adelaide: South Australian Dental Service, COAG Health Council (Australian Government); 2015. p. 63-8. Available from: <http://www.coaghealthcouncil.gov.au/Publications/Reports>*

Abuse, Neglect and Exploitation of People with Disability. In particular, concern has been raised regarding the oral health of people living with disability.⁴ The consequences of neglecting oral health are serious. These include pain, infection and loss of teeth, leading to functional difficulties with diet, speech and behaviour, as well as severe systemic health issues.

The City of Vincent's Access and Equity Policy (Policy 3.10.2)⁵ "provides the mechanism to ensure that the needs of different groups are recognised and addressed". Items in sections 1. *Physical Inclusion* and 2. *Community Inclusion and Participation* include (emphases underlined):

Encourages and supports local area needs based planning with reflected community needs and priorities.

Advocates for the inclusion of social justice principles into its strategic plan and all other planning and development processes and activities.

Implements strategies to ensure access into buildings, services and facilities is available to all members of the community.

Supports maintaining a diverse community and supports the concept that our community is derived of people of all abilities, from a variety of backgrounds.

Endeavour to offer services that are designed and delivered in ways which meet a range of needs and therefore enable all members of the community to participate.

Significant oral health inequity is faced by people living with special needs, often due to difficulty accessing appropriate services. Due to the building design requirements of a specialised dental clinic, should an alternative clinic be required, this will necessitate considerable time and resources to secure. As such, I implore the City of Vincent Council, in line with your policies and values, to re-consider the termination of the Special Needs Dentistry Clinic's lease on 30 June 2021.

Yours sincerely,



Dr Jee-Yun Leung

BDS (Hons), MSc (Special Care Dentistry), DSCD (RCS Eng)

Candidate for Doctor of Clinical Dentistry (Special Needs Dentistry)

Former Dentist, Special Needs Dental Clinic North Perth

⁴ Despott N, Punshon K, Zylan R. Royal Commission into Violence, Abuse, Neglect and Exploitation of People with Disability. Joint submission from: Disability and Oral Health Collaboration (DOHC), The University of Melbourne, Deakin University, Australian Society of Special Care in Dentistry (ASSCID), Your Dental Health (YDH) project team, Australasian Academy of Paediatric Dentistry (AAPD), Australian and New Zealand Academy of Special Needs Dentistry (ANZASND). Melbourne: DOHC, YDH, AAPD, ANZASND; 2019. Available from: <https://aapd.org.au/wp-content/uploads/2021/01/Royal-Commission-Oral-Health-Disability-YDH-ASSCID-DOHC-20200210.pdf>

⁵ <https://www.vincent.wa.gov.au/council/governance/policies.aspx>

13 April 2021

Hi Meluka,

Thank you for your email regarding the Haynes Street transition plan and Sydney street parking.

I just have a few questions / suggestions regarding the possible cancellation of our lease to 25 Sydney street prior to the cancellation of our lease on 15 Haynes Street,

1. What is the council's plan for the dentist centre staff parking going forward, mainly if the lease on their premises is extended beyond the lease of the 9 bays they currently have in Sydney Street, will their staff commence parking out the front on Haynes street?
2. Can the City of Vincent change the parking along Haynes (in front of Kidz Galore and the dentist centre) to - 15 minutes only to ensure no staff from Kidz Galore or the dentist centre park on Haynes street all day.

This would only be required on the services side of the road and therefor would not affect residents in the street, also remembering it would only be required from Monday to Friday.

3. Priority for parking on Haynes street must continue to be for our parents with young children and for the clients of the dentist.
4. Could the City of Vincent alter the bays on Eton street to Kidz Galore staff parking bays? (Keeping in mind Kidz Galore contributed \$45k to creating this parking area.)

Thank you for your consideration regarding these matters, Kidz Galore would also like in writing with the removal of our lease to the Sydney Street car park the City of Vincent will not reverse their decision at any point to enforce Kidz Galore to provide more bays on site or reduce the Child care centres occupancy if parking becomes an issue with the removal of the Sydney street car park going forward.

Kind regards,

Sue Turner
Director

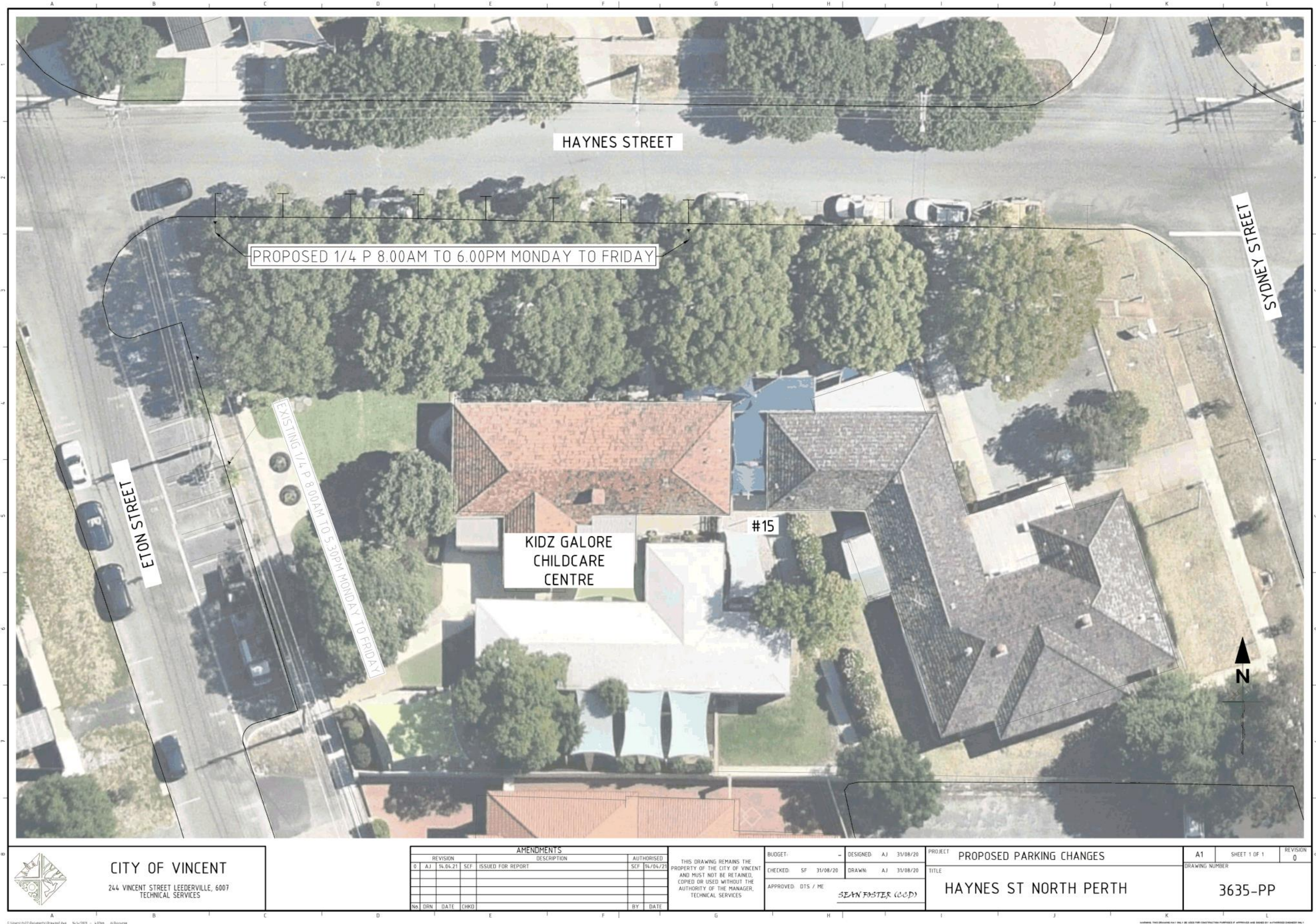
Mob: 0411 691 505

North Perth • Kyilla • City West • Nedlands

kidzgalore.com.au



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CITY OF VINCENT
 244 VINCENT STREET LEEDERVILLE, 6007
 TECHNICAL SERVICES

AMENDMENTS				
REVISION	DESCRIPTION	AUTHORISED	DATE	BY
0	AJ 14.04.21 SEF ISSUED FOR REPORT	SEF	14/04/21	
No	DRN	DATE	CHKD	BY

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BUDGET: -
 DESIGNED: AJ 31/08/20
 CHECKED: SF 31/08/20
 DRAWN: AJ 31/08/20
 APPROVED: DTS / ME
SEAN FOSTER (CD)

PROJECT: PROPOSED PARKING CHANGES
 TITLE: HAYNES ST NORTH PERTH

A1 SHEET 1 OF 1 REVISION 0
 DRAWING NUMBER
3635-PP

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8.3 APPOINTMENT OF AN ALTERNATE MEMBER FOR THE MINDARIE REGIONAL COUNCIL MEETING - 27 MAY 2021

Attachments: Nil

RECOMMENDATION:

That Council **APPROVES BY ABSOLUTE MAJORITY** the appointment of Councillor _____ as its Alternate Member (Deputy) for the Mindarie Regional Council meeting to be held on 27 May 2021, due to the inability of Council's appointed Member, Mayor Emma Cole, to attend on this occasion.

PURPOSE OF REPORT:

For the Council to appoint an Alternate Member (Deputy) to the Mindarie Regional Council (MRC) Meeting on 27 May 2021.

BACKGROUND:

It is a requirement of the Mindarie Regional Council Establishment Agreement that Council makes a specific resolution to nominate an Alternate Member for each occasion that the approved Member is unable to act.

DETAILS:

At the Special Meeting of Council on 22 October 2019, Council appointed Mayor Emma Cole as its nominated representative to the Mindarie Regional Council for the period 22 October 2019 to 16 October 2021. The Mayor is unable to attend the meeting scheduled for 27 May 2021 and therefore an Alternate Member (Deputy) will need to be appointed to attend on that occasion.

The 27 May 2021 Meeting will include a MRC Councillors and Member Council Officers' final Strategic Workshop from 6.30 – 8.30pm, prior to the Ordinary Council Meeting at 8.30pm.

CONSULTATION/ADVERTISING:

Nil.

LEGAL/POLICY:

Mindarie Regional Council Establishment Agreement.

RISK MANAGEMENT IMPLICATIONS:

Medium: Appointing an alternative member for the Mindarie Regional Council meeting on 27 May 2021 ensures the City is represented at this meeting.

STRATEGIC IMPLICATIONS:

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

Innovative and Accountable

We are open and accountable to an engaged community.

SUSTAINABILITY IMPLICATIONS:

This does not directly contribute to any environmental sustainability outcomes, but means the City's environmental interests as set out in the SES will be represented at the meeting.













PUBLIC HEALTH IMPLICATIONS:

This does not directly contribute to any public health outcomes, but means the City's public health interests as set out in the City's *Public Health Plan 2020-2025* will be represented at the meeting.

FINANCIAL/BUDGET IMPLICATIONS:

Nil. No fees are payable to alternate members.

8.4 INFORMATION BULLETIN

- Attachments:**
1. Minutes of the Mindarie Regional Council - Special Meeting of Council held on 4 March 2021 [↓](#) 
 2. Unconfirmed Minutes of the Mindarie Regional Council Meeting held on 25 March 2021 [↓](#) 
 3. Minutes Children and Young People's Advisory Group (CYPAG) 17 February 2021 [↓](#) 
 4. Unconfirmed Minutes of the Sustainability and Transport Advisory Group held on 18 March 2021 [↓](#) 
 5. Statistics for Development Services Applications as at March 2021 [↓](#) 
 6. Quarterly Street Tree Removal Information [↓](#) 
 7. Register of Legal Action and Prosecutions Monthly - Confidential
 8. Register of State Administrative Tribunal (SAT) Appeals - Progress report as at 8 April 2021 [↓](#) 
 9. Register of Applications Referred to the MetroWest Development Assessment Panel - Current [↓](#) 
 10. Register of Applications Referred to the Design Review Panel - Current [↓](#) 
 11. Register of Petitions - Progress Report - March 2021 [↓](#) 
 12. Register of Notices of Motion - Progress Report - March 2021 [↓](#) 
 13. Register of Reports to be Actioned - Progress Report - March 2021 [↓](#) 

RECOMMENDATION:

That Council RECEIVES the Information Bulletin dated April 2021.



MINUTES

SPECIAL COUNCIL MEETING

TIME: 6.30 PM

04 MARCH 2021

CITY OF STIRLING

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



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MINDARIE REGIONAL COUNCIL
SPECIAL COUNCIL MEETING MINUTES
04 MARCH 2021

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting opened 6.31 pm

2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**Councillor Attendance**

Cr D Boothman, JP (Chair)	City of Stirling
Cr K Vernon (Deputy Chair)	Town of Victoria Park
Cr R Gordon	City of Perth
Cr J Ferrante	City of Stirling
Cr S Proud, JP	City of Stirling
Cr K Sargent	City of Stirling
Cr F Cvitan, JP	City of Wanneroo
Cr D Newton, JP	City of Wanneroo
Cr K Shannon	Town of Cambridge

Apologies

Cr A Jacob JP	City of Joondalup
Cr R Fishwick JP	City of Joondalup
Cr E Cole	City of Vincent

Leave of Absence

Nil

Absent

Nil

MRC Officers

Mr G Hoppe (Chief Executive Officer)
Ms A Slater (Director Corporate Services)
Ms S Cherico (Manager Human Resources)
Ms D Toward (Executive Support)

Member Council Observers

Mr M Foley (City of Perth)

MRC Observers

Mr A Griffiths
Mr B Twine

MINDARIE REGIONAL COUNCIL
SPECIAL COUNCIL MEETING MINUTES
04 MARCH 2021

Page 4

3 DECLARATION OF INTERESTS

Nil

4 PUBLIC QUESTION TIME

Nil

5 ANNOUNCEMENTS BY THE PRESIDING PERSON

Nil

MINDARIE REGIONAL COUNCIL
SPECIAL COUNCIL MEETING MINUTES
04 MARCH 2021

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6 CHIEF EXECUTIVE OFFICER'S REPORTS

6.1	CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE - UPDATE OF THE TERMS OF REFERENCE
File No:	GF - 20 – 0001615
Appendix(s)	Appendix 1: Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to consider the proposed amendments to the Mindarie Regional Council Chief Executive Officer Recruitment and Performance Review Committee terms of reference to comply with recent changes to legislation.

BACKGROUND

The MRC Chief Executive Officer Recruitment and Performance Review Committee ("the Committee") has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

The Chief Executive Officer's (CEO) performance is reviewed annually. The committee is supported in the performance review process by an independent consultant who undertakes a survey of all the Councillors and assists in the review of the CEO's performance in the previous year against pre-set performance measures and the setting of performance measures for the next year. The consultant provides a performance report to assist the Councillors in assessing the performance of the CEO.

Recruitment activities are conducted as required and should be supported by an independent recruitment consultant.

The Committee Terms of Reference endorsed at the OCM 20 August 2020 as follows:

TITLE

Chief Executive Officer Recruitment and Performance Review Committee
--

MEMBERSHIP / SUPPORT CONSULTANT
--

Minimum of four Councillors Support HR Consultant
--

MEETING FREQUENCY

The Committee shall meet as frequently as is required each year for the CEO Performance Review process and as required for the CEO Recruitment Process.

DUTIES AND RESPONSIBILITIES

The duties and responsibilities of this committee are as follows:

<u>CEO Performance Review</u>

- | |
|--|
| <ul style="list-style-type: none"> a) Set Key Performance Indicators (KPIs) annually in discussion with the CEO and HR Consultant and assess the CEO's remuneration; b) Review the outcome of the: <ul style="list-style-type: none"> • Consultant report on the CEO's Performance based on: <ul style="list-style-type: none"> ○ the responses received by the Councillors on the survey prepared by the HR Consultant; ○ the report prepared by the CEO addressing performance against the KPI's set the previous year and addressing any other material issues affecting the performance of the CEO over the year; and • Assessment of the remuneration of the CEO. c) Periodically review the performance of the HR Consultant assisting the Committee; and d) Based on the Committee's review make recommendations to council on; <ul style="list-style-type: none"> • The level of performance of the CEO; and • The level of remuneration paid to the CEO, giving consideration to the Salaries and Allowances Tribunal (SAT) annual review of financial increases for CEO's and where the CEO sits on the Salary Band set by the SAT. |
|--|

<u>CEO Recruitment Process</u>

- | |
|---|
| <ul style="list-style-type: none"> a) Review submissions from recruitment agencies (obtained by the MRC's HR Officer to assist the Committee in the recruitment process); b) Make recommendations to council to the preferred recruitment agency; c) Work with the preferred recruitment agency, with respect to content and timing, to advertise the CEO position; d) Assess applications received for the CEO position (shortlisted by the successful recruitment agency); e) Interview the shortlisted applicants together with a representative of the successful recruitment agency; and f) Make a recommendation to council on the preferred candidate. |
|---|

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At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole's withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* ("the regulation") was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO's. The accompanying guidelines the "*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*" (Appendix 1) will assist local governments to meet the model standards.

In summary the regulation requires changes to the CEO recruitment process as follows:

1. State-wide public notice provisions, if the position of the CEO becomes vacant the local government must give State-wide public notice of the position in accordance with the requirements of the LG Act sections 5.36(4) and 5.37(3).
2. State-wide public notice must include a website address where the job description form (JDF) for the position can be accessed.
3. The local government is required to determine the selection criteria for the position of the CEO prior to a recruitment process being undertaken. The local government must approve by a resolution of an absolute majority of council, a JDF which sets out the duties and responsibilities of the position and details the selection criteria.
4. The JDF must also be made available on the local government's official website.
5. The selection panel must be made up of council members and at least one independent person, this is separate to the independent recruitment consultant.
6. A final decision to make an offer of appointment to the position of the CEO must be made by absolute majority of council. The resolution must also approve the proposed terms of the contract.
7. The recruitment process is to be undertaken if a CEO has held the position for a period of 10 or more consecutive years upon expiry of the CEO's contract.

The following proposed changes to the terms of reference will assist the Committee comply with amended regulations:

1. Membership / Support Consultant, insert:

"Independent Person".

2. Duties and Responsibilities, CEO Recruitment Process, insert:

"g) Review the Chief Executive Officer job description form, selection criteria and the responsibilities of the position and make recommendation to Council";

"h) Make recommendation to council as to the preferred independent person".

3. Duties and Responsibilities, insert paragraph:

“The CEO Recruitment Process and the CEO Performance Review is to comply with the minimum standards as outlined in the Department of Local Government, Sport and Cultural Industries, *Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*”.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

“5.36. Local government employees

(1) A local government is to employ —

- (a) a person to be the CEO of the local government; and*
- (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.”*

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
 - (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) a person who will be acting in the position for a term not exceeding one year.*
 - (2) The Statewide public notice must contain —*
 - (a) the details of the remuneration and benefits offered; and*
 - (b) details of the place where applications for the position are to be submitted; and*
 - (c) the date and time for the closing of applications for the position; and*
 - (d) the duration of the proposed contract; and*
 - (da) a website address where the job description form for the position can be accessed; and*
 - (e) contact details for a person who can provide further information about the position; and*
-

(f) any other information that the local government considers is relevant.

18B. *Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))*

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) *the value of one year's remuneration under the contract; or*
- (b) *the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. *Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))*

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) *the recruitment of CEOs;*
- (b) *the review of the performance of CEOs;*
- (c) *the termination of the employment of CEOs.*

18FB. *Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))*

(1) *In this regulation —*

adopted standards means —

- (a) *the standards adopted by a local government under section 5.39B; or*
- (b) *if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*

(2) *This regulation applies if —*

- (a) *a local government employs a person in the position of CEO of the local government; and*
- (b) *the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*

(3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*

** Absolute majority required.*

(4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

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18FC. *Certification of compliance with adopted standards for CEO termination (Act s. 5.39B(7))*

- (1) *In this regulation —
adopted standards has the meaning given in regulation 18FB(1).*
- (2) *This regulation applies if a local government terminates the employment of the CEO of the local government.*
- (3) *As soon as practicable after the CEO's employment is terminated, the local government must, by resolution*, certify that the CEO's employment was terminated in accordance with the local government's adopted standards in relation to the termination of the employment of CEOs.*

** Absolute majority required.*
- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government."*

STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

COMMENT

Nil

VOTING REQUIREMENT

Simple majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Endorse the change to the Chief Executive Officer Recruitment and Performance Review Committee Terms of Reference and after:

- a) **Membership / Support Consultant insert: "Independent Person"; and**
- b) **Duties and Responsibilities, insert**
 - i. **"g) Review the Chief Executive Officer job description form, selection criteria and the responsibilities of the position and make recommendation to Council";**
 - ii. **"h) Make recommendation to council as to the preferred independent person"; and**
 - iii. **"The CEO Recruitment Process and the CEO Performance Review to comply with the minimum standards as outlined in the Department of Local Government, Sport and Cultural Industries, *Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*".**
(Simple majority)

Moved Cr Ferrante, seconded Cr Newton

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 9/0)

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6.2	APPOINTMENT OF AN INDEPENDENT PERSON ON TO THE CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE
File No:	GF - 21 – 0001615
Appendix(s)	Appendix 1: Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report to seek the appointment of an Independent Person to the Mindarie Regional Council Chief Executive Officer Recruitment and Performance Review Committee.

BACKGROUND

The MRC Chief Executive Officer (CEO) Recruitment and Performance Review Committee (“the Committee”) has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole’s withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* (“the regulation”) was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO’s. The accompanying guidelines the “*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*” (Appendix 1) will assist local governments to meet the model standards.

The regulation requires the Committee to be made up of council members and at least one independent person.

On 18 February 2021 the Committee met electronically by Zoom to discuss the Independent Person appointment. Given the CEO recruitment process has commenced an appointment is required swiftly to comply with the regulations. The Committee nominated three (3) persons for consideration for the role as follows:

1. Dr Genevieve Armson (Leadership Consultant)
2. Mr Phillip Draber (Current Independent Member of the MRC Audit Committee)
3. Mr Geoff Glass (Retired CEO of the City of South Perth)

On 19 February 2021, the MRC Administration contacted all nominees to seek acceptance of the role, their responses were as follows:

1. Dr Genevieve Armson responded by respectfully declining and wished to thank the Committee for the offer.

-
2. Mr Phillip Draber accepted the nomination to assist the Committee pending Council approval of appointment.
 3. Mr Geoff Glass accepted the nomination to assist the Committee pending Council approval of appointment.

The Committee recommends the Council appoints one of the accepting nominees.

There is no mandated period for the Independent person, it would be appropriate for the period to be the duration of the current recruitment process. A letter of appointment will be provided to the appointed Independent Person which will include the primary functions of the committee and the period of appointment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

"5.36. Local government employees

- (1) A local government is to employ —*
 - (a) a person to be the CEO of the local government; and*
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed."*

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
 - (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) a person who will be acting in the position for a term not exceeding one year.*
 - (2) The Statewide public notice must contain —*
 - (a) the details of the remuneration and benefits offered; and*
 - (b) details of the place where applications for the position are to be submitted; and*
 - (c) the date and time for the closing of applications for the position; and*
 - (d) the duration of the proposed contract; and*
 - (da) a website address where the job description form for the position can be accessed; and*
-

-
- (e) *contact details for a person who can provide further information about the position; and*
 - (f) *any other information that the local government considers is relevant.*

18B. *Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))*

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) *the value of one year's remuneration under the contract; or*
- (b) *the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. *Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))*

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) *the recruitment of CEOs;*
- (b) *the review of the performance of CEOs;*
- (c) *the termination of the employment of CEOs.*

18FB. *Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))*

- (1) *In this regulation —*
adopted standards means —
 - (a) *the standards adopted by a local government under section 5.39B; or*
 - (b) *if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*
- (2) *This regulation applies if —*
 - (a) *a local government employs a person in the position of CEO of the local government; and*
 - (b) *the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*
- (3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*

** Absolute majority required.*

- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*
-

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18FC. *Certification of compliance with adopted standards for CEO termination (Act s. 5.39B(7))*

- (1) *In this regulation —
adopted standards has the meaning given in regulation 18FB(1).*
 - (2) *This regulation applies if a local government terminates the employment of the CEO of the local government.*
 - (3) *As soon as practicable after the CEO's employment is terminated, the local government must, by resolution*, certify that the CEO's employment was terminated in accordance with the local government's adopted standards in relation to the termination of the employment of CEOs.*
- * Absolute majority required.*
- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government."*

FINANCIAL IMPLICATIONS

There is no remuneration attached to the position.

COMMENT

Nil

VOTING REQUIREMENT

Absolute

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Appoint _____ as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

(Absolute majority)

Moved Cr Proud, seconded Cr Cvitan

That Council:

Appoint Mr Draber as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

LOST 6/3 – an absolute majority was not reached

For: Cr's Boothman, Cvitan, Ferrante, Newton, Proud and Sargent

Against: Cr's Gordon, Shannon and Vernon

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ALTERNATIVE MOTION

Moved Cr Vernon, Seconded Cr Shannon

That Council:

Appoint Mr Glass as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

PROCEDURAL MOTION

Moved Cr Sargent, seconded Cr Ferrante

To hold the item over to the Ordinary Council Meeting to be held on 25 March 2021 so that the Council can review the qualifications of the 2 nominees.

(CARRIED 6/3)

For: Cr's Boothman, Cvitan, Ferrante, Gordon, Newton, Sargent

Against: Cr's Proud, Shannon and Vernon

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6.3 CHIEF EXECUTIVE OFFICER JOB DESCRIPTION FORM AND SELECTION CRITERIA	
File No:	GF - 21 – 0001615
Appendix(s):	Appendix 1 - Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination Appendix 2 – Chief Executive Officer – Job Description
Date:	25 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report to seek the approval of the Mindarie Regional Council Chief Executive Officer job description form and selection criteria.

BACKGROUND

The MRC Chief Executive Officer (CEO) Recruitment and Performance Review Committee (“the Committee”) has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole’s withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* (“the regulation”) was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO’s. The accompanying guidelines the “*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*” (Appendix 1) will assist local governments to meet the model standards.

The regulation requires the Council, to approve, by absolute majority, the CEO Job Description Form (JDF) which clearly outlines the qualifications, selection criteria and responsibilities of the position.

On 18 February 2021 the Committee met electronically by Zoom to discuss the JDF, the following amendments have been proposed:

- a. Essential Skills, insert “Sound financial literacy”
- b. Essential Knowledge, insert “Demonstrated knowledge of local government governance including report to and liaising with governing bodies”.
- c. Insert “Highly Desirable Experience, Demonstrated change management experience and the ability to lead in new directions as endorsed by the Council”.

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- d. Qualifications and/or Training, Highly Desirable remove, "Knowledge of the waste management industry".

The complete CEO JDF and selection criteria with tracked changes is included at Appendix 2.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

"5.36. Local government employees

- (1) A local government is to employ —*
- (a) a person to be the CEO of the local government; and*
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed."*

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
- (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) a person who will be acting in the position for a term not exceeding one year.*
- (2) The Statewide public notice must contain —*
- (a) the details of the remuneration and benefits offered; and*
 - (b) details of the place where applications for the position are to be submitted; and*
 - (c) the date and time for the closing of applications for the position; and*
 - (d) the duration of the proposed contract; and*
 - (da) a website address where the job description form for the position can be accessed; and*
 - (e) contact details for a person who can provide further information about the position; and*
 - (f) any other information that the local government considers is relevant.*
-

18B. *Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))*

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) the value of one year's remuneration under the contract; or*
- (b) the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. *Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))*

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) the recruitment of CEOs;*
- (b) the review of the performance of CEOs;*
- (c) the termination of the employment of CEOs.*

18FB. *Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))*

- (1) *In this regulation —*

adopted standards means —

- (a) the standards adopted by a local government under section 5.39B; or*
- (b) if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*

- (2) *This regulation applies if —*

- (a) a local government employs a person in the position of CEO of the local government; and*
- (b) the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*

- (3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*

** Absolute majority required.*

- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

18FC. *Certification of compliance with adopted standards for CEO termination (Act s. 5.39B(7))*

- (1) *In this regulation —*

adopted standards has the meaning given in regulation 18FB(1).

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-
- (2) *This regulation applies if a local government terminates the employment of the CEO of the local government.*
- (3) *As soon as practicable after the CEO's employment is terminated, the local government must, by resolution*, certify that the CEO's employment was terminated in accordance with the local government's adopted standards in relation to the termination of the employment of CEOs.*
- * Absolute majority required.*
- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

FINANCIAL IMPLICATIONS

Nil

COMMENT

Nil

VOTING REQUIREMENT

Absolute majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Approve the amendments to the Chief Executive Officer Job Description Form and selection criteria, and after:

- a. **Essential Skills**, insert "Sound financial literacy";
- b. **Essential Knowledge**, insert "Demonstrated knowledge of local government Governance including report to and liaising with governing bodies";
- c. Insert "Highly Desirable Experience, Demonstrated change management experience and the ability to lead in new directions as endorse by the Council";
and
- d. **Qualifications and/or Training**, Highly Desirable remove, "Knowledge of the waste management industry".

(Absolute majority)

Moved Cr Newton, seconded Cr Cvitan

RESOLVED

That the recommendation be adopted
(CARRIED UNANIMOUSLY 9/0)

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7 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

The Chair requested that in accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, Council proceed to meet "behind closed doors" to allow the Council to consider item 7.1 as the item is of a confidential nature.

The Chair invited MRC Officers and Member Council Officers seated in the public gallery to remain in the gallery.

The Chair noted that there were no members of the public present in the gallery.

Moved Cr Boothman, seconded Cr Proud

RESOLVED

To close the meeting to the public.

(CARRIED UNANIMOUSLY 9/0)

Doors closed at 6.50 pm

Moved Cr Boothman, seconded Cr Proud

RESOLVED

Under clause 16.1 suspend the operation of clause 7.9, Speaking Twice, for the duration of the meeting behind closed doors

(CARRIED 8/1)

For: Cr's Boothman, Cvitan, Ferrante, Newton, Proud, Sargent, Shannon and Vernon

Against: Cr Gordon

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This report is Confidential in accordance with Section 5.23 (2)(c) of the <i>Local Government Act 1995</i> as the report deals with a contract which may be entered into.	
7.1	CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE RECOMMENDED CONSULTANT TO ASSIST IN THE CEO RECRUITMENT PROCESS
File No:	GF – 21 - 0001615
Appendix(s):	Appendix 3 Appendix 4 Appendix 5 Appendix 6 Appendix 7 Appendix 8
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Appoint Ms Sylvana Caranna, Executive Recruitment Consultant of Lo-go Appointments to assist the CEO Recruitment Committee in the recruitment of a new CEO at the cost outlined in the report.

(Simple majority)

Moved Cr Newton, seconded Cr Vernon

6.52 pm Cr Newton left the Council Chambers prior to voting on the item

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 8/0)

Moved Cr Boothman, seconded Cr Cvitan

RESOLVED

That the meeting be reopened

(CARRIED UNANIMOUSLY 8/0)

Doors were reopened at 6.57 pm and the Chair declared the meeting reopened.
No members of the public entered the public gallery.

The Chair noted the resolutions passed behind closed doors.

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8 NEXT MEETING

The next meeting will be an Ordinary Council Meeting to be held on Thursday 25 March 2021 at the City of Wanneroo commencing at 6.30 pm.

9 CLOSURE

The Chair closed the meeting at 7.00 pm and thanked the City of Stirling for their hospitality and use of their meeting facilities.

Signed Chair

Dated day of2021



MINUTES

ORDINARY COUNCIL MEETING

TIME: 6.30 PM

25 MARCH 2021

CITY OF WANNEROO

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



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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chair declared the meeting open at 6.32 pm.

2 ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Councillor Attendance

Cr D Boothman, JP (Chair)	City of Stirling
Cr K Vernon (Deputy Chair) <i>entered at 6.42 pm</i>	Town of Victoria Park
Cr A Jacob, JP	City of Joondalup
Cr R Gordon	City of Perth
Cr J Ferrante	City of Stirling
Cr S Proud, JP	City of Stirling
Cr K Sargent	City of Stirling
Cr E Cole <i>entered at 6.34 pm</i>	City of Vincent
Cr F Cvitan, JP	City of Wanneroo
Cr D Newton, JP	City of Wanneroo
Cr K Shannon	Town of Cambridge

Apologies

Cr R Fishwick, JP	City of Joondalup
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Leave of Absence

Nil

Absent

Nil

MRC Officers

Mr G Hoppe (Chief Executive Officer)
Ms A Slater (Director Corporate Services)
Ms S Cherico (Manager Human Resources)
Ms D Toward (Executive Support)

Member Council Observers

Mr M MacPherson (City of Joondalup)
Mr R Bryant (City of Stirling)
Mr A Murphy (City of Vincent)
Ms Y Plimbley (City of Vincent)
Mr D Simms (City of Wanneroo)
Mr G Chettleburgh (City of Wanneroo)
Mr S Cairns (City of Wanneroo)
Mr M Foley (City of Perth)
Mr K Hincks (Town of Cambridge)
Mr J Wong (Town of Victoria Park)

MRC Observers

Mr B Twine
Mr A Griffiths

Visitors

Ms Rosalind Casey

3 DECLARATION OF INTERESTS

6.34 pm Councillor Emma Cole entered the meeting

Nil

4 PUBLIC QUESTION TIME

The following public questions from Ms Rosalind Casey of Merriwa WA, were submitted to the MRC at the meeting.

Ms Casey was seated in the public gallery and invited by the Chair to read out her questions. The Chair asked the Chief Executive Officer to respond to the questions. The Chief Executive Officer responded to the questions during the meeting, the questions and answers are as follows:

- Q1: Why are MRC member councils so badly lagging behind with FOGO?
A1: The MRC owns the Resource Recovery Facility (RRF) at Neerabup which has been operating for 10 years, diverting organics waste from landfill by producing a soil conditioner.
It takes time to transition from existing waste systems and contract to FOGO. A number of MRC Member Councils have already committed to implementing FOGO and are on track for the 2025 timeframe, in line with the State Waste Strategy.
Whilst it is acknowledged that some other smaller councils have already implemented FOGO, they are dealing with smaller waste volumes that the MRC.
- Q2: Why has valuable time been wasted looking for a third party to set up a FOGO plant on a for-profit basis when waste management is a key area of responsibility of local authorities as outlined in the WARR Act?
A2: The MRC already has an existing organics facility in place in the RRF which is diverting organics away from landfill.
Councils regularly use third party contractors to provide a variety of services to ratepayers. Each council will make these decisions based on what they believe will provide the best outcomes for their ratepayers.
- Q3: Could MRC member councils combine forces and resources to establish and operate a FOGO recycling plant, similar to that run by the City of Launceston, Tasmania?
A3: The MRC is not familiar with the site at Launceston. However, the MRC is similar in that its member councils have created a combined entity to carry out waste management activities on their behalf and the RRF is an example of this collaborative approach.
- Q4: Is there a suitable site available in Neerabup to build a FOGO recycling plant?
A4: The City of Wanneroo would be best placed to answer this question. The MRC does have a parcel of land adjacent to the RRF on Pederick road. The site's suitability or not would depend on the specific technology chosen and the DWER licence conditions imposed.
-

6.42pm Councillor Karen Vernon entered the meeting

- Q5: Can MRC obtain copies of State approved FOGO recycling plant plans to fast-forward planning approval?
- A5: The MRC is not aware that there is a blueprint available that the State Government has produced for any off-the-shelf plants.
- Q6: Approximately how long would it take to build a FOGO plant and for it to become operational?
- A6: The MRC has not investigated this. It would require a suitable parcel of land and appropriate DWER licencing. Assuming there is an available waste stream, a suitable parcel of land which is appropriately zoned and licenced exists, an estimated construction and commissioning timeframe could be 3 years. There would also need to be a transition period where existing waste contracts roll off and come to an end.
- Q7: Has any member council of MRC approached the State government regarding establishing a market for high volumes of FOGO produced compost for landscaping the new Mitchell Freeway extension, and for refurbishment of other main road verges, roundabouts and new or debilitated State owned sites?
- A7: A FOGO reference group exists which looks at the implementation, and the barriers to implementation at a State level with Local Government collaboration. The State Government is leading the consultation through DWER. It should be noted that soil conditioner produced at the RRF was successfully used for the recent Freeway extension to Hester Avenue.
- Q8: Has Wesfarmers/Bunnings been approached re a market for FOGO composts?
- A8: The MRC is not aware if any other local government or the State Government has done this, but the MRC has not.
- Q9: Will MRC ensure that when a FOGO system is introduced it will accept dog poo (as the aforementioned cities do), as dog poo is a particularly contentious issue for many residents and some members of council?
- A9: The acceptable inputs into a potential FOGO waste stream is one of the matters that the FOGO reference group is considering. This takes into account the views of local governments, as well as those of organics producers. The MRC is able to provide input into those discussions but is not able to mandate what the outcome will be.

6.48 pm Ms Rosalind Casey left the meeting

5 ANNOUNCEMENTS BY THE PRESIDING PERSON
--

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE
--

Nil

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7 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

8 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**8.1 ORDINARY COUNCIL MEETING – 28 January 2021**

The Minutes of the Ordinary Council Meeting held on 28 January 2021 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 28 January 2021 be confirmed as a true record of the proceedings.

8.2 SPECIAL COUNCIL MEETING – 4 March 2021

The Minutes of the Special Council Meeting held on 04 March 2021 have been printed and circulated to members of the Council.

RESPONSIBLE OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of Council held on 4 March 2021 be confirmed as a true record of the proceedings.

Moved Cr Sargent, seconded Cr Gordon

RESOLVED

That the recommendations for items 8.1 and 8.2 be adopted.
(CARRIED UNANIMOUSLY 11/0)

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9.1 CHIEF EXECUTIVE OFFICER REPORTS

9.1	FINANCIAL STATEMENTS FOR THE MONTHS ENDED 31 DECEMBER 2020 AND 31 JANUARY 2021
File No:	GF-21-00000008
Appendix(s):	Appendix No. 1 Appendix No. 2 Appendix No. 3
Date:	9 March 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

SUMMARY

The purpose of this report is to provide financial reporting in line with statutory requirements which provides useful information to stakeholders of the Council.

BACKGROUND

Reporting requirements are defined by Financial Management Regulations 34 of the Local Government (Financial Management) Regulations 1996.

The financial statements presented for each month consist of:

- Operating Statement by Nature – Combined
- Operating Statement by Nature – RRF Only
- Operating Statement by Function
- Statement of Financial Activity
- Statement of Reserves
- Statement of Financial Position
- Statement of Investing Activities
- Information on Borrowings
- Tonnage Report

DETAIL

The Financial Statements for the months ended 31 December 2020 and 31 January 2021 are attached at **Appendix No. 1 and 2** to this Item. The Tonnage Report for the 7 months to 31 January 2021 is attached at **Appendix No. 3**.

The financial statements are pending external auditor approval of the 2019/2020 final accounts.

The complete suite of Financial Statements which includes the Operating Statements, Statement of Financial Position, Statement of Financial Activity and other related information are reported on a monthly basis.

The estimates for Provisions for Amortisation of Cell Development, Capping and Post Closure expenditure are based on the estimated rates per tonne calculated with reference to estimated excavation cost of various stages of the landfill and the life of the landfill. An adjustment is made (if necessary) at the end of the year based on actual tonnages on a survey carried out to assess the "air space" remaining and other relevant information.

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Summary of results for the year to date period ended 31 January 2021

	Actual	Budget	Variance
	t	t	t
Tonnes – Members	143,437	144,902	(1,465)
Tonnes – Others	9,767	7,577	2,190
TOTAL TONNES	153,204	152,479	725
	\$	\$	\$
Revenue – Members	29,440,586	29,704,947	(264,361)
Revenue – Other	2,725,054	2,326,187	398,867
TOTAL REVENUE	32,165,640	32,031,134	134,506
Expenses	32,234,214	33,089,545	(1,144,670)
Profit on sale of assets	56,441	-	56,441
Loss on sale of assets	-	(7,963)	7,963
Impairment of assets	-	-	-
NET DEFICIT	(2,012,134)	(1,066,374)	(945,760)

Commentary

Overall tonnages for the financial period ended 31 January 2021 were 725 tonnes more than budgeted, member councils bringing in more processable waste and less non processable waste than anticipated.

The net deficit result variance against budget of \$945,760 is mainly attributable to RRF expenditures, which is 3,546 tonnes ahead of budget, abated marginally by unbudgeted income received.

RRF

The Resource Recovery Facility residue tonnes have delivered 34,041 tonnes in total to Tamala Park year to date.

Trade & Casuals

The Casual and Trade tonnages are 2,190 tonnes higher than forecast for the financial year to date, 951 tonnes attributable to the discounted rate waste tender.

VOTING REQUIREMENT

Simple Majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Receive the Financial Statements set out in Appendix No. 1 and Appendix No. 2 for the months ended 31 December 2020 and 31 January 2021.

Moved Cr Vernon, seconded Cr Cvitan

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.2	LIST OF PAYMENTS MADE FOR THE MONTHS ENDED DECEMBER 2020 AND JANUARY 2021
File No:	GF-21-00000008
Appendix(s):	Appendix No. 4 and 5
Date:	9 March 2021
Responsible Officer:	Director Corporate Services

SUMMARY

The purpose of this report is to provide details of payments made during the periods identified. This is in line with the requirement under the delegated authority to the Chief Executive Officer (CEO), that a list of payments made from the Municipal Fund since the last Ordinary Council meeting be presented to Council.

COMMENT

The lists of payments for the month ended 31 December 2020 and 31 January 2021 are at **Appendix 4 and 5** to this Item and is presented to Council for noting. Payments have been made in accordance with the delegated authority to the CEO which allows payments to be made between meetings. At the Ordinary Council Meeting held on 24 September 2020, the Council delegated to the CEO the exercise of its power to make payments from the Municipal Fund. In order to satisfy the requirements of Clause 13(2) of the Local Government (Financial Management) Regulations, a list of payments made must be submitted to the next Council meeting following such payments.

It should be noted that generally all payments are GST inclusive and the Mindarie Regional Council is able to claim this tax as an input credit when GST remittances are made each month to the Australian Tax Office.

Months Ended	Account	Vouchers	Amount
31 December 2020	General Municipal	Cheques	\$14,168.12
		EFT	\$3,671,802.79
		DP	\$146,170.70
		Inter account transfers	\$0.00
		Total	\$3,832,141.61
31 January 2021	General Municipal	Cheques	\$440.00
		EFT	\$6,356,847.85
		DP	\$152,369.69
		Inter account transfers	\$0.00
		Total	\$6,509,657.54

VOTING REQUIREMENT

Simple Majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Note the list of payments made under delegated authority to the Chief Executive Officer, for the months ended 31 December 2020 and 31 January 2021.

Moved Cr Sargent, seconded Cr Ferrante

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.3	ADOPTION OF THE 2020 ANNUAL REPORT
File No:	GF-20-000119
Appendix(s):	Appendix No. 6
Date:	2 March 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

BACKGROUND

The Mindarie Regional Council (MRC) is required to prepare an annual report in accordance with Section 5.53 of the Local Government Act 1995.

The annual audit of the Financial Statements for the financial year ended 30 June 2020 has been completed and the Financial Report has been considered by the Audit Committee.

The Annual Report, which includes the Financial Statements, is presented for consideration by Council.

The Annual Report for a Financial Year is to be accepted by the Local Government no later than 31 December after that Financial Year. If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

DETAIL

The Annual Report includes the audited Financial Report for the financial year. The Auditor, in accordance with the Local Government (Audit) Regulations 1996 Sections 10.2 and 10.3 is required to issue an audit report after the completion of the annual audit that expresses an opinion on the financial position and results of the operations of the local government for each financial year. Under S7.9 of the Local Government Act 1995, the auditor must prepare and sign a report on the financial audit and present the report to the Chairperson, the CEO and the Minister.

The Auditor has completed the financial audit of the MRC and has issued an unqualified audit opinion in respect of the year ended 30 June 2020.

In addition, the Auditor has prepared an interim management letter and an audit completion letter which outline their observations in relation to the MRC's internal controls. These observations have been tabled with the Audit Committee for discussion.

The Audit Committee met on 25 February 2021 to consider the Financial Statements for the year ended 30 June 2020 and have recommended that these be adopted by the Council. The unconfirmed minutes of this meeting are included in the Members' Information Bulletin.

A copy of the Annual Report, including the Financial Statements, is included at **Appendix 6**.

The MRC, in accordance with the Local Government (Financial Management) Regulations 1996 Section 51.1, is required to include in the annual Financial Statements a signed Statement of

Declaration by the Chief Executive Officer after this report has been audited in accordance with the Local Government Act 1995. This declaration is included in the Annual Report.

STATUTORY ENVIRONMENT

Relevant Extracts from the Local Government Act 1995

5.53. Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
 - (a) *a report from the mayor or president; and*
 - (b) *a report from the CEO; and*
 - [(c), (d) *deleted*]
 - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
 - (f) *the financial report for the financial year; and*
 - (g) *such information as may be prescribed in relation to the payments made to employees; and*
 - (h) *the auditor's report prepared under section 7.9(1) or s7.12AD(1) for the financial year; and*
 - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
 - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints; and*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require;**and*
 - (i) *such other information as may be prescribed.*

[Section 5.53 amended by No. 44 of 1999 s. 28(3); No. 49 of 2004 s. 42(4) and (5); No. 1 of 2007 s. 6.]

5.54. Acceptance of annual reports

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*

** Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

5.55. Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

5.55A *Publication of annual reports*

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.

7.9. *Audit to be conducted*

- (1) *An auditor is required to examine the accounts and annual financial report submitted for audit and, by the 31 December next following the financial year to which the accounts and report relate or such later date as may be prescribed, to prepare a report thereon and forward a copy of that report to —*
- (a) *the mayor or president; and*
 - (b) *the CEO of the local government; and*
 - (c) *the Minister.”*

Relevant Extracts from the Local Government (Audit) Regulations 1996

“10. *Report by auditor*

- (1) *An auditor's report is to be forwarded to the persons specified in section 7.9(1) within 30 days of completing the audit.*
- (2) *The report is to give the auditor's opinion on —*
- (a) *the financial position of the local government; and*
 - (b) *the results of the operations of the local government.*
- (3) *The report is to include —*
- (a) *any material matters that in the opinion of the auditor indicate significant adverse trends in the financial position or the financial management practices of the local government; and*
 - (b) *any matters indicating non-compliance with Part 6 of the Act, the Local Government (Financial Management) Regulations 1996 or applicable financial controls in any other written law; and*
 - (c) *details of whether information and explanations were obtained by the auditor; and*
 - (d) *a report on the conduct of the audit; and*
 - (e) *the opinion of the auditor as to whether or not the following financial ratios included in the annual financial report are supported by verifiable information and reasonable assumptions —*
 - (i) *the asset consumption ratio; and*
 - (ii) *the asset renewal funding ratio.*

(4A) *In sub regulation (3)(e) —*

asset consumption ratio *has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2);*

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asset renewal funding ratio has the meaning given in the Local Government (Financial Management) Regulations 1996 regulation 50(2).

- (4) *Where it is considered by the auditor to be appropriate to do so, the auditor is to prepare a management report to accompany the auditor's report and to forward a copy of the management report to the persons specified in section 7.9(1) with the auditor's report."*

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

The MRC has a deficit from operations of \$2.3 million for the 2019/20 financial year, which will reduce retained earnings.

COMMENT

The Annual Report for the MRC has been prepared in accordance with the requirements of Local Government Act 1995 and applicable Australian Accounting Standards.

AMENDMENTS

There have been no amendments made to the Financial Statements presented to the Audit Committee.

VOTING REQUIREMENT

Absolute Majority

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

1. notes the recommendation of the Audit Committee meeting held on 25 February 2021 to adopt the Financial Report for the year ended 30 June 2020;
2. adopts the Annual Report for the year ended 30 June 2020, which includes the Financial Report detailed in 1. above.

(Absolute Majority Required)

Moved Cr Newton, seconded Cr Cvitan

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.4 LEASE AT TAMALA PARK – MARKET RENT REVIEW	
File No:	GF-20-0000170
Appendix(s):	Appendix 7
Date:	15 February 2021
Responsible Officer:	DIRECTOR CORPORATE SERVICES

SUMMARY

The purpose of this report is to brief the Council on the findings of the Market Rent Review on the Tamala Park lease, conducted by Landgate in line with the terms of the Lease Agreement between Mindarie Regional Council and the seven participating Member Councils.

BACKGROUND

The land on which the Tamala Park Landfill Facility resides, is owned by the seven participating member Councils namely; Cities of Joondalup, Perth, Stirling, Wanneroo and Vincent and Towns of Cambridge and Victoria Park. The land was leased to Mindarie Regional Council (MRC) for an initial term from 1 July 1990 to 30 June 2011 with an option for extension of the term to 30 June 2032.

The option to extend the lease was exercised and the lease was extended by a Deed of Variation dated 25 September 2006, from 1 January 2006 to 30 June 2032.

Under this Deed of Variation, a Market Rent Review need to be conducted every five years with the first review to be conducted on 1 January 2011.

Landgate was appointed in November 2020 to conduct a market review of the leased area and the findings can be found in the report at **Appendix 7**.

DETAIL

The Report has placed an annual Market Rental Value of \$816,000 on the lease of the land for the Tamala Park Landfill Facility. The lease rental, in accordance with the Deed of Variation, will be adjusted from 1 January 2021.

Financial Implications.

The Financial impact of the increase in rental of the land for the Tamala Park Facility, in line with this Market Rent Review, relating to the period 1 January 2021 to 30 June 2021 is summarised below:

Finance Interest Charges (1 January 2021 to 30 June 2021)	\$995.20
Depreciation Charges (1 January 2021 to June 2021)	\$44,542.57
	<u>\$45,537.77</u>

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CONSULTATION

Consultation was carried out with the following:

- Landgate

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The shortfall in funding of approximately \$45,538 arising from the revision of the lease rental as a result of the Market Rental Review was reflected in the mid-year review.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. Receive the Landgate Report, pertaining to the Market Value Review in respect of the land leased to the Tamala Park Landfill Facility.
2. Approve the adoption of the revised Lease Rental, as recommended in the Landgate Report, effective from 1 January 2021, in accordance with the Deed of Variation for the lease dated 25 September 2006.

Moved Cr Cole, seconded Cr Jacob

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.5	ADOPTION OF 2020 ANNUAL COMPLIANCE RETURN
File No:	GF-20-1460
Appendix(s):	Appendix 8
Date:	19 February 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The purpose of this report is to provide Council with information on the completed Compliance Audit Return (1 January 2020 – 31 December 2020).

BACKGROUND

The 2020 Local Government Compliance Audit Return (CAR) covers the calendar year from 1 January to 31 December 2020.

The 2020 Compliance Audit Return is mandatory pursuant to the *Local Government (Audit) Regulations 1996* which requires all local governments to complete a Compliance Audit Return annually.

Local governments not only have to explain or qualify cases of non-compliance, but also provide details of any remedial action taken or proposed to be taken in regard to instances of non-compliance. The Administration has completed the Return.

The Return was placed on the agenda for the Audit Committee meeting on 25 February 2021 for consideration. The Return should be lodged with the Department of Local Government before 31st March, 2021.

DETAIL

The Compliance Audit covers a range of matters that require specific actions to be completed by Local Government authorities in performing their functions.

The Compliance Audit Return requires the responsible officer to indicate against each item whether the required action is relevant to Mindarie Regional Council (MRC) and if it has been completed by either answering;

- (a) Yes; or
- (b) No; or
- (c) N/A – Not applicable

Local Governments are required to provide feedback or comments on areas of non-compliance. This assists the Department of Local Government to have a better understanding of any problems or issues relating to a Local Government's inability to achieve full compliance in a particular area.

The following table summarises the MRC's performance in each of the relevant categories and a comparison with the 2019 Return is also provided.

The Compliance Audit Return for calendar year 2020 is at **Appendix 8**.

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Table of CAR Comparison & Compliance

Category ^A	2020 Audit Questions	Compliant	2019 Audit Questions	Compliant
Commercial Enterprises by Local Governments	5	100%	5	100%
Delegation of Power / Duty	13	100%	13	100%
Disclosure of Interest	21	100%	19	100%
Disposal of Property	2	100%	2	100%
Finance	11	100%	14	100%
Integrated Planning and Reporting	3	100%	7	100%
Local Government Employees	6	100%	5	100%
Official Conduct	4	100%	6	100%
Optional Questions	10	100%	4	100%
Tenders for Providing Goods and Services	24	100%	27	100%
TOTAL	99	100%	102	100%

The Local Government is to submit the Compliance Audit Return to its Audit Committee for consideration so that it has the opportunity to examine the Return and report to council the results of that review.

A joint certification is also required to be completed by the Chairperson and Chief Executive Officer to the effect that the information contained in the Return is true and correct to the best of their knowledge. Several other requirements must be met in the Return process and these include: -

- The particulars of all matters of concern raised by Council should be recorded in the minutes of the meeting and a copy of the relevant page(s) attached to the Compliance Audit Return as an appendix; and
- The completed Compliance Audit Return and appendices should be forwarded to the Director General of the Department of Local Government by 31 March 2021.

The Section dealing with the Joint Certification by the Chairperson and Chief Executive Officer requires inter alia that:

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-
- each Councillor has had the opportunity to review the return and to make comment to the Council;
 - particulars of any matters of concern relating to the return have been recorded in the minutes of the meeting; and
 - a true and correct copy of the relevant sections of the minutes covering Council's consideration of the return must be attached to it.

The Audit Committee, at its meeting on 25 February 2021, considered the Return and resolved the following:

"That the Audit Committee recommends that Council endorse the Compliance Audit Return for the 2020 calendar year, as presented.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Regional Councils are required to carry out a Return in accordance with the Local Government (Audit) Regulations 1996. The requirements set for the Return are contained in s.14 and 15 of the Regulations, which read as follows:

14. Compliance audits by local governments

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council; and*
 - (b) *adopted by the council; and*
 - (c) *recorded in the minutes of the meeting at which it is adopted.*

15. Certified copy of compliance audit return and other documents to be given to Departmental CEO

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
 - (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
 - (b) *any additional information explaining or qualifying the compliance audit,*

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is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.

- (2) *In this regulation —*
- certified in relation to a compliance audit return means signed by —*
- (a) the mayor or president; and*
 - (b) the CEO.*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

COMMENT

In order to comply with Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* it is necessary for the MRC to complete the Local Government Compliance Audit Return in the form approved by the Minister.

The results contained in the Compliance Audit Return required by the Department of Local Government for the period 1 January to 31 December 2020 indicates that the Council is continuing to operate within the Local Government Legislative requirements.

The Audit Committee, at its meeting held on 25 February 2021, recommended that the Council adopts the Compliance Audit Return.

It is recommended that the Return be adopted by the Council and that the component comprising the form approved by the Minister be certified by the Chairperson and Chief Executive Officer and be forwarded to the Director General, Department of Local Government.

VOTING REQUIREMENT

Simple Majority

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RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. adopt the Local Government Compliance Audit Return in the form approved by the Minister for the period 1 January to 31 December 2020 as contained within the Appendices in accordance with the provisions of *Regulation 14(3) of the Local Government (Audit) Regulations 1996* and in line with the recommendation from the Audit Committee;
2. authorise the Chairperson and the Chief Executive Officer to complete the Joint Certification contained in the adopted Return detailed in (1) above; and
3. authorise the Chief Executive Officer to submit the adopted Return detailed in (1) to the Director General, Department of Local Government.

Moved Cr Vernon, seconded Cr Proud

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.6	MODEL CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES
File No:	GF-21-0000117
Appendix(s):	Appendix 9 Appendix 10
Date:	10 March 2021
Responsible Officer:	Chief Executive Officer

SUMMARY

The report seeks endorsement of the Model Code of Conduct for Council Members, Committee Members and Candidates, the Code of Conduct Alleged Breach Form and the appointment of a Complaints Officer.

BACKGROUND

Section 5.103 of the *Local Government Act 1995* (the Act) requires every local government to prepare and adopt a code of conduct to be observed by council members, committee members and candidates that incorporates the mandatory Model Code of Conduct (the Model Code).

The Mindarie Regional Council's (MRC) Code of Conduct Employees, Elected Members and Committee Members was prepared in 2017 and has been review annually to meet legislative changes.

DETAIL

On 3 February 2021, the Local Government (Model Code of Conduct) Regulations 2021 (included at **Appendix 9**) introduced the mandatory Model Code for council members, committee members and candidates.

The purpose of the Model Code is to guide decisions, actions and behaviours. It also recognises that there is a need for a separate code of conduct for council members, committee members and candidates to clearly reflect community expectations of behaviour and ensure consistency between local governments.

Each local government was previously required to develop their own code of conduct and manage behaviour in accordance with that code. These regulations replace those individual codes by introducing a Model Code that applies to all members and candidates. It also provides for a high-level process to deal with complaints to ensure a more consistent approach between local governments and across the sector. The intent of the Model Code is to address behaviour through education rather than sanctions.

If a Council Member does not comply with any action required by the local government following a breach of the Model Code, the local government may refer the matter to the Standards Panel as an alleged contravention of a rule of conduct. The Standards Panel has the authority to make binding decisions to resolve minor breaches.

Local governments will be required to prepare and adopt the Model Code within three months of these regulations coming into effect (by 3 May 2021). In adopting the Model Code, local

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governments can include additional behaviours under Division 3 provided these are consistent with the Model Code.

As a result, the current MRC Code of Conduct Elected Members and Committee Members will be superseded by the new Model Code.

The Model Code, as drafted, provides a template for local governments to adopt the code as their own by inserting their local government name. To adopt the code, a resolution needs to be passed by an absolute majority. Once the code is adopted, it must be published on the local government's website.

Clause 11 of the Regulations requires the local governments to approve the Model Code of Conduct Alleged Breach Form (**Appendix 10**), which must then be published on the local government's website for access by complainants.

Clause 11 (3) of the Regulations requires the local governments, in writing, to authorise 1 or more persons to receive complaints and withdrawals of complaints regarding members and candidates.

Clause 12 of the Regulations outlines the process for dealing with complaints and leaves it open for local governments to determine the most appropriate and effective process for this to be undertaken. The MRC administration will be seeking assistance from the Department of Local Government in developing a process and will seek the approval of the process by Council at a later date.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act

5.103. Model code of conduct for council members, committee members and candidates

(1) Regulations must prescribe a model code of conduct for council members, committee members and candidates.

(2) The model code of conduct must include —

- (a) general principles to guide behaviour; and
- (b) requirements relating to behaviour; and
- (c) provisions specified to be rules of conduct.

(3) The model code of conduct may include provisions about how the following are to be dealt with —

- (a) alleged breaches of the requirements referred to in subsection (2)(b);
- (b) alleged breaches of the rules of conduct by committee members.

(4) The model code of conduct cannot include a rule of conduct if contravention of the rule would, in addition to being a minor breach under section 5.105(1)(a), also be a serious breach under section 5.105(3).

(5) Regulations may amend the model code of conduct.

5.104. Adoption of model code of conduct

(1) Within 3 months after the day on which regulations prescribing the model code come into operation, a local government must prepare and adopt a code of conduct to be observed by council members, committee members and candidates that incorporates the model code.*

** Absolute majority required.*

(2) Within 3 months after the day on which regulations amending the model code come into operation, the local government must amend the adopted code of conduct to incorporate the amendments made to the model code.*

** Absolute majority required.*

(3) A local government may include in the adopted code of conduct requirements in addition to the requirements referred to in section 5.103(2)(b), but any additional requirements —

(a) can only be expressed to apply to council members or committee members;

and

(b) are of no effect to the extent that they are inconsistent with the model code.

(4) A local government cannot include in the adopted code of conduct provisions in addition to the principles referred to in section 5.103(2)(a) or the rules of conduct.

(5) The model code is taken to be a local government's adopted code of conduct until the local government adopts a code of conduct.

(6) An alleged breach of a local government's adopted code of conduct by a candidate cannot be dealt with under this Division or the adopted code of conduct unless the candidate has been elected as a council member.

(7) The CEO must publish an up-to-date version of a local government's adopted code of conduct on the local government's official website.

5.105. Breaches by council members

(1) A council member commits a minor breach if the council member —

(a) contravenes a rule of conduct; or

(b) contravenes a local law under this Act, contravention of which the regulations specify to be a minor breach.

(1A) Subsection (1) extends to the contravention of a rule of conduct that occurred when the council member was a candidate.

(1B) Regulations cannot specify that contravention of a local law under this Act is a minor breach if contravention of the local law would, in addition to being a minor breach under subsection (1), also be a serious breach under subsection (3).

(2) A minor breach is a recurrent breach if it occurs after the council member has been found under this Division to have committed 2 or more other minor breaches.

(3) A council member who commits any offence under a written law, other than a

local law made under this Act, of which it is an element that the offender is a council member or is a person of a description that specifically includes a council member commits a serious breach.

Extract from the Local Government (Model Code of Conduct) Regulations 2021

Clause 11. Complaint about alleged breach

(1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.

(2) A complaint must be made —

- (a) in writing in the form approved by the local government; and*
- (b) to a person authorised under subclause (3); and*
- (c) within 1 month after the occurrence of the alleged breach.*

(3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

Clause 12. Dealing with complaint

(1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.

(2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.

(3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.

(4) If the local government makes a finding that the alleged breach has occurred, the local government may —

- (a) take no further action; or*
- (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.*

(5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.

(6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —

- (a) engage in mediation;*
 - (b) undertake counselling;*
 - (c) undertake training;*
 - (d) take other action the local government considers appropriate.*
-

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(7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of

- (a) its finding and the reasons for its finding; and*
- (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).*

STRATEGIC/COMMUNITY AND CORPORATE/BUSINESS PLAN IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

COMMENT

Nil

VOTING REQUIREMENT

Absolute/Simple majority

RESPONSIBLE OFFICER RECOMMENDATION

That Council:

1. **Endorse the adoption of the Local Government (Model Code of Conduct) Regulations 2021 at Schedule 1 of Appendix 1, as the Mindarie Regional Council's Model Code of Conduct for Elected Members and Committee Members.**
(Absolute majority)
2. **Endorse the Model Code of Conduct Alleged Breach Form at Appendix 2.**
(Simple Majority)
3. **Appoint the Mindarie Regional Council Chief Executive Officer to be the Complaints Officer to receive complaints and withdrawals of complaints.**
(Simple Majority)

Moved Cr Newton, seconded Cr Gordon

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

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9.7	APPOINTMENT OF AN INDEPENDENT PERSON ON TO THE CEO RECRUITMENT AND PERFORMANCE REVIEW COMMITTEE
File No:	GF - 21 – 0001615
Appendix(s)	Appendix 11: Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination
Date:	23 February 2021
Responsible Officer:	Chief Executive Officer

At the Special Council Meeting held on 4 March 2021, a procedural motion was carried to hold this item over to the Ordinary Council meeting on 25 March 2021.

SUMMARY

The purpose of this report to seek the appointment of an Independent Person to the Mindarie Regional Council Chief Executive Officer Recruitment and Performance Review Committee.

BACKGROUND

The MRC Chief Executive Officer (CEO) Recruitment and Performance Review Committee (“the Committee”) has been established in accordance with the LG Act. This committee was established in 2017 to combine recruitment and performance into one single committee consisting of a minimum of 4 Councillors.

At the Ordinary Council Meeting on 21 November 2019, Council resolved to appoint Cr Boothman, Cr Newton, Cr Cole, Cr Cvitan and Cr Shannon onto the committee. On 20 August 2020 Council resolved to accept Cr Cole’s withdrawal and to appoint Cr Vernon.

DETAIL

On 2 February 2021 an amendment to the *Local Government (Administration) Regulation 1996* (“the regulation”) was passed. The regulation includes requirements for model standards covering the recruitment and selection, performance review and termination of employment of local government CEO’s. The accompanying guidelines the “*Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination*” (Appendix 1) will assist local governments to meet the model standards.

The regulation requires the Committee to be made up of council members and at least one independent person.

On 18 February 2021 the Committee met electronically by Zoom to discuss the Independent Person appointment. Given the CEO recruitment process has commenced an appointment is required swiftly to comply with the regulations. The Committee nominated three (3) persons for consideration for the role as follows:

1. Dr Genevieve Armson (Leadership Consultant)
2. Mr Phillip Draber (Current Independent Member of the MRC Audit Committee)
3. Mr Geoff Glass (Retired CEO of the City of South Perth)

On 19 February 2021, the MRC Administration contacted all nominees to seek acceptance of the role, their responses were as follows:

1. Dr Genevieve Armson responded by respectfully declining and wished to thank the Committee for the offer.
2. Mr Phillip Draber accepted the nomination to assist the Committee pending Council approval of appointment.
3. Mr Geoff Glass accepted the nomination to assist the Committee pending Council approval of appointment.

The Committee recommends the Council appoints one of the accepting nominees.

There is no mandated period for the Independent person, it would be appropriate for the period to be the duration of the current recruitment process. A letter of appointment will be provided to the appointed Independent Person which will include the primary functions of the committee and the period of appointment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Extract from the Local Government Act 1995

"5.36. Local government employees

- (1) *A local government is to employ —*
 - (a) *a person to be the CEO of the local government; and*
 - (b) *such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed."*

Local Government (Administration) Regulations 1996

18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) *If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government must give Statewide public notice of the position unless it is proposed that the position be filled by —*
 - (a) *a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or*
 - (b) *a person who will be acting in the position for a term not exceeding one year.*
- (2) *The Statewide public notice must contain —*
 - (a) *the details of the remuneration and benefits offered; and*
 - (b) *details of the place where applications for the position are to be submitted; and*

-
- (c) *the date and time for the closing of applications for the position; and*
 - (d) *the duration of the proposed contract; and*
 - (da) *a website address where the job description form for the position can be accessed; and*
 - (e) *contact details for a person who can provide further information about the position; and*
 - (f) *any other information that the local government considers is relevant.*

18B. *Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))*

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) *the value of one year's remuneration under the contract; or*
- (b) *the value of the remuneration that the person would have been entitled to had the contract not been terminated.*

18FA. *Model standards for CEO recruitment, performance and termination (Act s. 5.39A(1))*

Schedule 2 sets out model standards for local governments in relation to the following —

- (a) *the recruitment of CEOs;*
- (b) *the review of the performance of CEOs;*
- (c) *the termination of the employment of CEOs.*

18FB. *Certification of compliance with adopted standards for CEO recruitment (Act s. 5.39B(7))*

- (1) *In this regulation —*
adopted standards means —
 - (a) *the standards adopted by a local government under section 5.39B; or*
 - (b) *if the local government has not adopted standards under that section, the standards taken under section 5.39B(5) to be the local government's adopted standards.*
 - (2) *This regulation applies if —*
 - (a) *a local government employs a person in the position of CEO of the local government; and*
 - (b) *the local government's adopted standards in relation to the recruitment of CEOs apply to the employment.*
 - (3) *As soon as practicable after the person is employed in the position of CEO, the local government must, by resolution*, certify that the person was employed in accordance with the local government's adopted standards in relation to the recruitment of CEOs.*
-

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** Absolute majority required.*

- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government.*

18FC. Certification of compliance with adopted standards for CEO termination (Act s. 5.39B(7))

- (1) *In this regulation —
adopted standards has the meaning given in regulation 18FB(1).*
- (2) *This regulation applies if a local government terminates the employment of the CEO of the local government.*
- (3) *As soon as practicable after the CEO's employment is terminated, the local government must, by resolution*, certify that the CEO's employment was terminated in accordance with the local government's adopted standards in relation to the termination of the employment of CEOs.*

** Absolute majority required.*

- (4) *The local government must give a copy of the resolution to the Departmental CEO within 14 days after the resolution is passed by the local government."*

FINANCIAL IMPLICATIONS

There is no remuneration attached to the position.

COMMENT

Nil

VOTING REQUIREMENT

Absolute

ORIGINAL RESPONSIBLE OFFICER RECOMMENDATION

That Council:

Appoint _____ as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

(Absolute majority)

Moved Cr Proud, seconded Cr Cvitan

That Council:

Appoint Mr Draber as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

LOST 6/3 – an absolute majority was not reached

For: Cr's Boothman, Cvitan, Ferrante, Newton, Proud and Sargent

Against: Cr's Gordon, Shannon and Vernon

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ALTERNANATIVE MOTION
Moved Cr Vernon, Seconded Cr Shannon

That Council:
Appoint Mr Glass as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

PROCEDURAL MOTION
Moved Cr Sargent, seconded Cr Ferrante

To hold the item over to the Ordinary Council Meeting to be held on 25 March 2021 so that the Council can review the qualifications of the 2 nominees.

(CARRIED 6/3)

For: Cr's Boothman, Cvitan, Ferrante, Gordon, Newton, Proud, Sargent
Against: Cr's Proud, Shannon and Vernon

Continuation of debate - Council meeting of 25 March 2021

The qualifications of each of the candidates has been sent to Member Council Councillors by confidential email.

At the Ordinary Council meeting on 25 March 2021, Council voted on the alternate motion from the Special Council meeting held on 04 March 2021.

That Council:
Appoint Mr Glass as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

(LOST 5/6)

For: Cr's Cole, Gordon, Sargent, Shannon, Vernon
Against: Cr's Boothman, Cvitan Jacob, Ferrante, Newton, Proud

ALTERNATIVE MOTION
Moved Cr Proud, Seconded Cr Cvitan

That Council:
Appoint Mr Draber as the Independent Person to the Chief Executive Officer Recruitment and Performance Review Committee.

(CARRIED 8/3)

For: Cr's Boothman, Cvitan, Ferrante, Newton, Gordon, Jacob, Proud, Sargent
Against: Cr's Cole, Shannon, Vernon

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10 MEMBERS INFORMATION BULLETIN – ISSUE NO. 59

RESPONSIBLE OFFICER RECOMMENDATION

That the Members Information Bulletin Issue No. 59 be received.

Moved Cr Sargent, seconded Cr Proud

RESOLVED

That the recommendation be adopted

(CARRIED UNANIMOUSLY 11/0)

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 URGENT BUSINESS

Nil

13 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

14 MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

The Chair requested that in accordance with clause 10.1(h) of the Mindarie Regional Council Meeting Procedures Local Law 2020 and s5.23 of the Local Government Act 1995, Council proceed to meet “behind closed doors” to allow the Council to consider item 14.1 as the item is of a confidential nature.

The Chair invited MRC Officers and Member Council Officers seated in the public gallery to remain in the gallery.

The Chair noted that there were no members of the public present in the gallery.

Moved Cr Boothman, seconded Cr Proud

RESOLVED

To close the meeting to the public.

(CARRIED UNANIMOUSLY 11/0)

Doors closed at 7.24 pm

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This report is Confidential and dealt with in a confidential session, under Section 5.23 (2) (c) of the <i>Local Government Act 1995</i> as the report deals with a matter where a contract is entered into.	
14.1	TENDER TO LANDFILL CAPACITY FINANCIAL YEAR 2021/22
File No:	GF-21-0000127
Attachment(s):	
Date:	22 March 2021
Responsible Officer:	Chief Executive Officer

RESPONSIBLE OFFICER RECOMMENDATION

That the Council:

Authorise the CEO to undertake a public tender process for the supply of up to 150,000 tonnes of complying waste to Tamala Park landfill for the 2021/22 financial years at the nominated price detailed within the report.

(Simple majority)

Moved Cr Cole, seconded Cr Proud

RESOLVED

(CARRIED UNANIMOUSLY 11/0)

Cr Boothman moved, Cr Proud seconded

RESOLVED

To re-open the meeting

(CARRIED UNANIMOUSLY 11/0)

Doors were reopened at 7.30 pm and the Chair declared the meeting reopened.

No persons entered the meeting after the doors were reopened and no members of the public were present.

The Chair noted the resolution passed behind closed doors.

15 NEXT MEETING

The next Ordinary Council meeting to be held on Thursday 27 May 2021 at the City of Stirling commencing at 8.30 pm.

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16 CLOSURE

The Chair closed the meeting at 7.31 pm and thanked the City of Wanneroo for their hospitality and use of their meeting facilities.

SignedChair

Dated day of2021

MINUTES



CHILDREN AND YOUNG PEOPLE ADVISORY GROUP

Wednesday 17 February 2021 at 6pm

Venue: Committee Room
City of Vincent
Administration and Civic Centre
244 Vincent Street Leederville

Attendees:

City of Vincent Councillors
Cr Alex Castle (Chairperson)
Cr Sally Smith (Cr Smith)

Community Representatives
Laura Dunlop – o/b David Reid (LD)
Shari Stockdale (SS)
Abid Imam (AI)
Suzanne Lawrence (SL)
Daniel Langlands (DL)

City of Vincent Officers
Virginia Miltrup – Executive Director Community & Business Services (VM)
Kate Allen – Community Partner (KA)

1. Welcome/Declaration of Opening

The Chairperson opened the meeting at 6.08pm and delivered the Acknowledgement of Country.

2. Apologies

Nil

3. Confirmation of Previous Minutes

Noted.

4. Business

4.1 Implementation of Youth Action Plan

KA shared that she will be changing portfolios to Diversity, Access and Inclusion and will no longer be responsible for the Children and Young People portfolio. A new officer has been recruited and will commence next month.

KA advised of several upcoming events that are part of the Youth Action Plan implementation.

'Chill Inc' will be on Friday 26 February at the basketball court next to YMCA HQ. This event will feature a basketball clinic run by Perth Lynx as well as a DJ set by DJ Mondii and a free barbeque.

The Vincent Youth Network (VYN) are assisting with running the event. The Chairperson noted that the event was on the VYN Instagram but not on the City's main Instagram – KA to get marketing to add this. The group asked about where and how this was being promoted. KA advised that posters and flyers had been handed out at the library, YMCA HQ. More posters and flyers would be handed out this week at the Loftus Recreation Centre, North Perth Town Centre, The Mezz, around Leederville and at Beatty Park. VYN members at Churchlands will be promoting this. KA will promote in person to Aranmore at a visit/

presentation next week and is also requesting this be promoted via their newsletter and to send to all primary schools for year 6 students.

The group discussed that a marketing plan would be good for youth events to help the information get out to the target audience. It was noted that there is an action in the YAP to investigate a social media strategy – this could possibly include Snapchat and TikTok accounts.

The next event will be 'Shady Sounds', a concert featuring local acts The Washing Line Economy, Farraday's Cage and Churchlands Senior High School students who are looking for performance experience. The event will be 'all ages' targeted at 12-25's. The group asked about whether there would be other elements to the event e.g. Food Trucks and KA advised that this would depend on budget. The group suggested finding out whether the food trucks who commonly visit Hyde Park would be interested in being there for the event.

KA shared that the 'Youth Forum,' which was first held in 2019 (and was not held in 2020 due to COVID), would go ahead again this year in May. A date was currently being sorted out with Aranmore College, Churchlands Senior High and Mt Lawley Senior High, who are the main organisations that will send participants. Young people from Foyer Oxford and YMCA HQ will also be invited to attend. Facilitators and keynote speakers were being looked into. Discussed getting invites to Bob Hawke College students also – KA advised that contact attempts have been made with the College but with no responses as yet. Several members of the group suggested possible contacts.

KA advised that the Headspace mental health presentations were scheduled to start next week and YMCA HQ Youth Workers would also attend and undertake engagement during recess.

ACTION: 1) KA to request marketing add Chill Inc event to main Instagram page

2) KA to obtain contact details for Hyde Park food trucks and gauge their interest in attending Shady Sounds event.

3) KA to follow up various leads for contacts at Bob Hawke College

4.2 Vincent Youth Network Update

The VYN assisted this week with the City's Random Acts of Kindness campaign. This campaign aimed to spread awareness of the movement and encourage the community to take park. KA assisted the VYN to hand out flowers and Random Acts of Kindness information cards within the Town Centres.

The VYN have lost a few members as they have moved on to new jobs, study and even moved states. KA advised that they are attempting to recruit new members through the schools and our events. The group discussed various methods to get young people on board including making it informal, offering food, events targeted at different interests etc. It was also discussed that engaging the kids in primary school could assist with making them more interested in VYN and events as they get older.

KA advised she has been unable to get resolution from Churchlands about whether VYN volunteering would count towards students community service hours and will continue to follow up on this. It was noted that the requirements vary greatly across schools.

The Young Makers Christmas Market was successful and KA advised that the VYN did a fantastic job on the day dealing with stallholders and customers and assisting with set up and pack down.

ACTION: 1) KA to continue to liaise with Churchlands Senior High School about community service hours

4.3 Youth Week 2021

The Youth Heroes idea, that CYPAG had previously suggested, is being implemented. Nominations have been sought from youth organisations and schools and one nomination from Foyer Oxford has been submitted so far, with several schools and organisations indicating they would send through nominations in the coming weeks.

The Chairperson suggested discussing the social media campaign with the Marketing team to understand lessons learned from previous '12 Heroes of Christmas' campaign.

KA advised that a budgeting and finance workshop has also been planned for youth week and the VYN will be consulted on the specific topic to be covered. Other workshops and events will be scheduled in the coming weeks.

The group asked about whether the City could engage local businesses in youth week by asking if they wanted to offer a special deal to under 25's for the week or participate in some other way e.g. offering a day of work experience.

KA mentioned that a local café had expressed interest in offering barista training sessions and that she was going to meet with them to discuss further.

ACTION: 1) KA to meet with marketing to plan social media campaign for Youth Heroes and ask about engaging local businesses for youth week.

2) KA to send out request for nominations to sports clubs, Beatty Park and TAFE.

4.4 Other Business

The Chairperson asked whether the City would be running the Interschool Debating Competition again this year. KA advised that this was being investigated for Term 3 and they would look to engage WADL again for this. The group also discussed having school groups come to the City for tours to see how Local Government works and participate in mock Council meetings etc.

The group discussed further ideas for getting children and young people involved and interested in government such as 'kid cities' or opportunities for kids and young people to 'takeover' a City function such as Beatty Park, the Library etc for a day. It was suggested that the City could offer to sponsor a local young person to participate in Youth Parliament.

KA advised that RSA courses for young people had been looked into and there were several options that appeared to be suitable and cost effective. As these are online courses, the intention is to create an event with a speaker from a local hospitality business answering questions about working in the industry and then the option to either complete the RSA with assistance from staff after the talk or to complete this online at home.

AI asked about whether the coaching/ refereeing courses that were discussed at a previous meeting were being considered. KA advised that these would be investigated after RSA training had been looked into, and that the City would continue looking at training and employment offerings under the YAP.

ACTION: 1) KA to investigate youth parliament sponsorship.

5. Close/Next Meeting

The meeting was closed at 7.40pm.

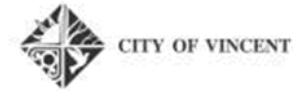
Next meeting is scheduled for Wednesday 21 April 2021

Signed

Councillor (Chairperson)

Dated this _____ day of _____ 20__

Summary of Actions	Date	Status
KA to request marketing add Chill Inc event to main Instagram page	18/2/21	Completed
KA to obtain contact details for Hyde Park food trucks and gauge their interest in attending Shady Sounds event.	5/3/21	In progress
KA to follow up various leads for contacts at Bob Hawke College.	7/4/21	In progress
KA to continue to liaise with Churchlands Senior High School about community service hours	7/4/21	In progress
KA to meet with marketing to plan social media campaign for Youth Heroes and ask about engaging local businesses for youth week.	26/2/21	Completed
KA to send out request for nominations to sports clubs, Beatty Park and TAFE.	26/2/21	Completed
KA to investigate youth parliament sponsorship.	7/4/21	In progress



SUSTAINABILITY AND TRANSPORT ADVISORY GROUP

Thursday 18 March, 2021 at 6pm

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

Attendees:

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

Community Representatives
Chris Cutress, Chris Wilson, Helen Griffiths, Ian Kininmonth, Jacinta Key, Julian Ledger, Adam Wilmot, Catrina Wold, Suzannah Randle

City of Vincent Officers
Chief Executive Officer, Sustainability & Innovation Advisors, Active Transport Officer, A/Project Officer Parks & Environment

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1. Welcome/Declaration of Opening

Councillor Loden opened the meeting at 6:04pm and delivered the Acknowledgement of Country.

2. Apologies

Executive Director Infrastructure & Environment, Manager Engineering, Katherine Celenza

3. Confirmation of the Minutes

That the Minutes of the meeting held on 29 October, 2020 be received and confirmed as true and correct record.

4. Business

4.1 Review of Sustainable Environment Strategy 2019-2024 Targets

The Senior Sustainability & Innovation Advisor provided an update on progress towards Sustainable Environment Strategy (SES) Targets and advised that the target for installed solar capacity by Vincent households was not in fact exceeded in 2019/20 as originally reported. Growth in installed capacity is tracking as expected and no revision of this target was sought.

Comments were sought from STAG members on the revision of targets that had been met or exceeded:

- Tree canopy cover on public land (percentage): and
- Total number of street trees.

A/Project Officer Parks & Environment provided an update on the challenges associated with increasing tree planting targets, including running out of appropriate planting spaces due to engineering constraints and maintenance issues. Acknowledged targets could be revised to reflect anticipated tree planting numbers leading up to 2023 and revise canopy percentage reflective of past years' increase trends.

STAG members provided advice relating to:

- Further reduction of barriers to the installation of domestic solar PV systems; and
- Potential mechanisms for overcoming barriers to further street tree planting.

RECOMMENDED ACTION: Administration will follow up and investigate information and advice provided by STAG members at this Meeting and use the findings to inform community education and revised targets. These will be presented at the next STAG meeting for support.

4.2 Power Purchase Agreement update

The Senior Sustainability & Innovation Advisor provided an update on a Western Australian Local Government Association (WALGA) led process to secure renewable energy at a competitive price for local government. The City is participating in this process, which if successful. Will result in the City's operations transitioning to 100% renewable electricity as early as 1 April, 2021.

RECOMMENDED ACTION: STAG members to note update.

4.3 WALGA Road Safety Update – Katherine Celenza

Katherine Celenza was an apology for this meeting so was not able to provide a verbal update.

RECOMMENDED ACTION: STAG members to note the WALGA Road Safety report attachment provided with the meeting agenda.

4.4 Status Update of Previous Agenda Items

Item	Current Status	Next Step
Accessible City Strategy	Advertising for Public Comment.	To be presented to Council for approval pending changes following Public Consultation.
Future Climate Technology Review	Discussed at 29 October 2020 STAG.	To be presented to Council to note.

5. Close/Next Meeting

The Chairperson closed the meeting at 7:41pm. The next meeting will be held on Thursday 27 May at 6pm.

Signed

_____ **Councillor (Chairperson)**

Dated this _____ day of _____ 20__

Statistics for Development Applications As at the end of December 2020

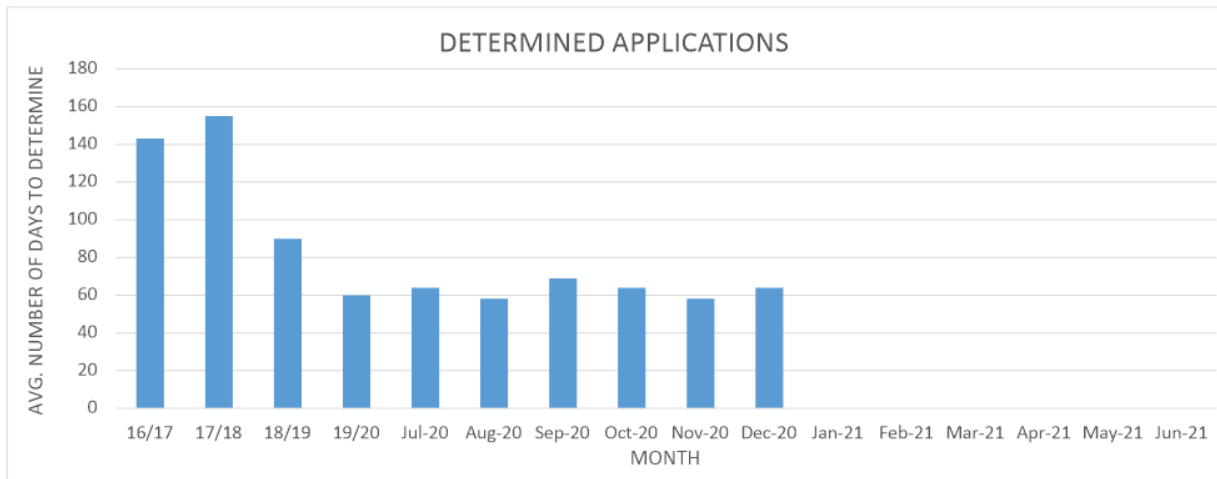


Table 1: Minimum, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2020.

Processing Days	16/17	17/18	18/19	19/20	Jul-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Minimum	7	1	0	0	14	0	23	20	20	0						
Average	143	155	85	60	64	58	69	64	58	64						
Maximum	924	1008	787	499	113	132	191	110	141	268						

	Jul-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
DA's Determined	31	35	28	36	49	41						
Value of Determined DA's (in millions)	10.2	23.20	18.89	33.8	27.6	19.2						

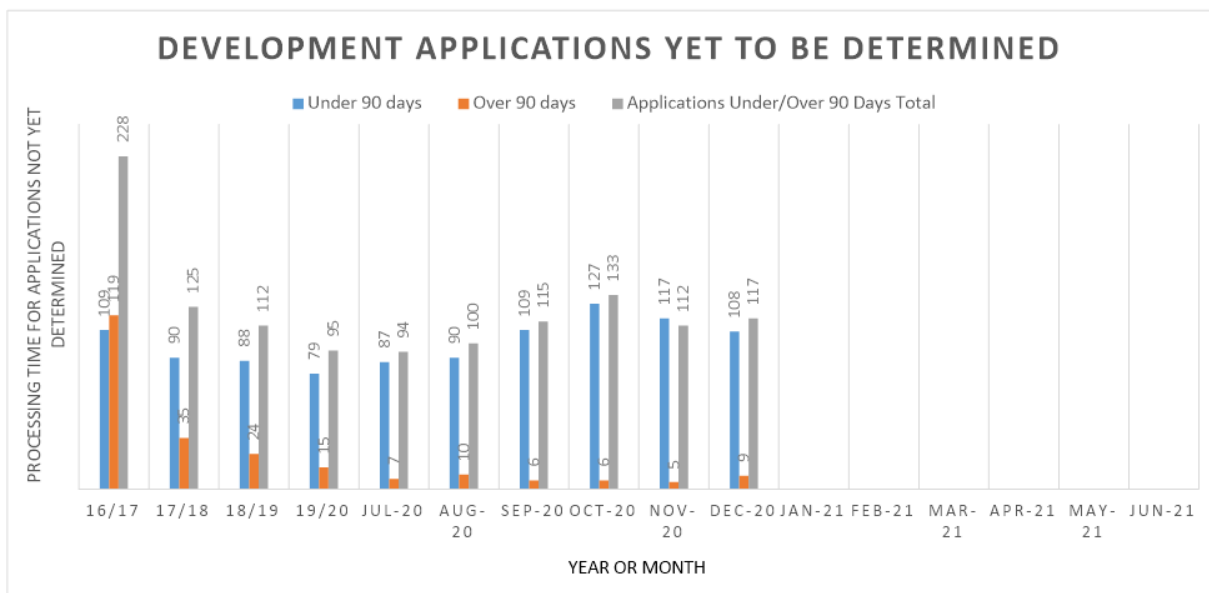


Table 2: No. of DA's to be determined

	Jul-20	Aug-20	Sept-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
DA's lodged	26	42	47	57	38	33						
DA's to be Determined	94	100	115	133	117	117						
Value of DA's to be Determined (in millions)	36.73	35.17	42.58	57.68	35.25	61.10						



CITY OF VINCENT

INFORMATION BULLETIN

SUBJECT:	Quarterly Street Tree Removal Request Report
DATE:	11 January 2021
AUTHOR:	Tracy Bilyk, Executive Assistant John Gourdis, Supervisor Parks Services
AUTHORISER:	Yvette Plimbley, Acting Executive Director Infrastructure & Environment

PURPOSE:

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

BACKGROUND:

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

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

COMMENTS:

Please find below listing for the period 1 October 2020 to 5 January 2021.



INFORMATION BULLETIN

Date	Requested By	Location / Address	Reason for Removal	Tree Species	Inspection Comments	Number of Trees Removed	Approved for Removal (Y/N)	Replacement Tree (Y/N - species)
14/09/2020	Resident	108 Eton Street, North Perth	Resident request to remove 2 x Queensland Box trees due to fruit drop and crossover trip hazard.	<i>Lophostemon conferta</i>	Trees are in healthy condition with no disruption to paths nor walls	0	No	N/A
16/09/2020	Resident	109 Alma Road, North Perth	Trees were vandalised	<i>Jacaranda mimosaeifolia</i>	Tree vandalised - trunk snapped at base.	2	Yes	<i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape
16/09/2020	Supervisor Parks	201 Carr Place, Leederville	Resident request/dead tree	<i>Lophostemon conferta</i>	Tree is confirmed dead	1	Yes	<i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape
25/09/2020	Resident	105 Zebina Street, East Perth	Resident request/dead tree	<i>Jacaranda mimosaeifolia</i>	Tree is confirmed dead	1	Yes	<i>Jacaranda mimosaeifolia</i> Note: resident request to match existing streetscape
13/10/2020	Resident	115 Coogee Street, Mount Hawthorn	Tree is dead - stump remains	<i>Agonis flexuosa</i>	Only stump remains. Stump to be removed	1	Yes	<i>Agonis flexuosa</i>
21/10/2020	Resident	8 Forrest Street, Mount Lawley	Remove existing Tipuana and replace with WA native. Customer is tired of cleaning up leaves and flowers. Please call to advise if tree can/will be replaced.	<i>Tipuana tipu</i>	Tree is in perfect health	0	No	N/A
21/10/2020	Resident	100 Palmerston Street, Perth	Resident request/tree is dying	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
23/10/2020	Resident	49 Burt Street, North Perth	Resident request - tree will impede proposed crossover widening	<i>Olea europaea</i>	Waiting planning approval	3 (TBD)	TBD	TBD, currently liaising with resident
29/10/2020	Supervisor Parks	86 Edinboro Street, Mt Hawthorn	Resident requested/dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	119 Edinboro Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca linarifolia</i>
29/10/2020	Supervisor Parks	122 Edinboro Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca linarifolia</i>



INFORMATION BULLETIN

29/10/2020	Supervisor Parks	109 London Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	125 London Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	137 London Street, Mt Hawthorn	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	104 Raglan Road, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	116 Chelmsford Road, North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Sapium sebiferum</i>
29/10/2020	Supervisor Parks	41 Joel Tce, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	122-124 Joel Tce, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
29/10/2020	Supervisor Parks	143 Joel Tce, Mt Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
16/11/2020	Acting Supervisor Parks	68 Shakespeare Street Mount Hawthorn	Dead tree	<i>Agonis flexuosa</i>	Tree is confirmed dead	1	Yes	<i>Agonis flexuosa</i>
16/11/2020	Acting Supervisor Parks	19 Raglan Road Mount Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
17/11/2020	Resident	5 Byron Street Leederville	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
19/11/2020	Resident	31 Albert Street North Perth (Vine St frontage)	Resident suspects tree is dying - tree is hollow in centre and rats are living in it.	<i>Agonis flexuosa</i>	Tree in serious decline	1	Yes	<i>Agonis flexuosa</i>
24/11/2020	Resident	17 Cliveden Street, North Perth	Tree leaning into street, causing issues for vehicles parking and passing. Please contact customer with outcome of request, he has safety concerns and has previously contacted us about this tree.	<i>Agonis flexuosa</i>	Tree is old and showing some signs of trunk opening with internal roots. Still looks sound and in reasonable health, despite having a slight lean to road side.	0	No	N/A
25/11/2020	Acting Supervisor Parks	66 Redfern Street North Perth	Tree has been damaged by vandalism	<i>Agonis flexuosa</i>	Tree sawn off at ground level	2	Yes	<i>Agonis flexuosa</i>
25/11/2020	Resident	116 Raglan Road Mount Lawley	Dead tree	<i>Callistemon K.P.S.</i>	Tree is confirmed dead	1	Yes	<i>Melaleuca viridiflora</i>
25/11/2020	Resident	31 Camelia Street North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>



INFORMATION BULLETIN

25/11/2020	Resident	34 Camelia Street North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
25/11/2020	Resident	26 Camelia Street North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
25/11/2020	Resident	35 Camelia Street North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
26/11/2020	Resident	107 Zebina Street East Perth	Dead tree	<i>Jacaranda mimosaeifolia</i>	Tree is confirmed dead	1	Yes	<i>Jacaranda mimosaeifolia</i>
30/11/2020	Resident	23 Marian Street Leederville	Dead tree	<i>Lophostemon confertus</i>	Tree is confirmed dead	1	Yes	<i>Corymbia eximia</i>
04/12/2020	Resident	2A Haynes Street North Perth	Dead tree	<i>Callistemon K.P.S.</i>	Tree in serious decline	1	Yes	<i>Melaleuca viridiflora</i>
15/12/2020	Resident	119 Egina Street, Mount Hawthorn	Resident suspects tree is dying	<i>Agonis flexuosa</i>	Tree is confirmed dead	1	Yes	<i>Agonis flexuosa</i>
05/01/2021	Resident	6b, 236 Lake Street, Perth	Dead tree	<i>Agonis flexuosa</i>	Tree is confirmed dead	1	Yes	<i>Agonis flexuosa</i>

REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS
AS AT 8 APRIL 2021

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 3 Bulwer Avenue, Perth (DR 202 of 2019)	2 September 2019	Justin Mortley	<p>Application for review of decision to give a direction under Section 214 of the <i>Planning and Development Act 2005</i> (Reinstatement of Façade).</p> <p>*****</p> <p>Directions Hearing held on 25 October 2019. Directions Hearing held on 28 February 2020. Directions Hearing held on 22 May 2020. Mediations held on 15 June 2020 and 7 July 2020. Directions Hearing held on 14 August 2020. SAT advised that it cannot reopen a withdrawn SAT matter and that a new Development Application may be submitted. Applicant advised that this could be lodged within 2-3 weeks (by 4 September 2020). New development application lodged with City on 11 September 2020. Currently under assessment by Administration. Directions Hearing held on 9 October 2020 matter adjourned to 4 December 2020 to await determination of the development application. Development application approved under delegated authority on 12 November 2020. Direction Hearing held on 4 December 2020 matter adjourned to 14 May 2021 to allow time to comply with the condition of development approval relating to the removal of render and painting of the façade.</p> <p><i>Representation by: McLeods</i></p>

**METRO INNER-NORTH JOINT DEVELOPMENT ASSESSMENT PANEL (DAP)
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT
AS AT 8 APRIL 2021**

No.	ADDRESS	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	No. 379 Beaufort Street, Perth	Serneke	Form 1 – Mixed Use Development	15 September 2020	No date set	Application deferred by DAP 15 February 2021. RAR due to DAP 6 April 2021.
2.	No. 48 Cowle Street, West Perth	Element	Form 2 – 64 Multiple Dwellings (Amendment to Approved)	17 December 2020	22 March 2021	Application approved in accordance with officer recommendation. Minutes available here . Carried: 4/1 For: Ms Lee O'Donohue Ms Karen Hyde Mr John Syme Cr Joshua Topelberg Against: Cr Susan Gontaszewski
3.	No. 116 West Parade, East Perth	Urbis	Public Works – Transport Control Centre	4 January 2021	18 March 2021	Public Works proposal – City referral agency only. Application approved in accordance with officer recommendation. Minutes available here . Carried Unanimously.
4.	Nos. 521 – 525 Beaufort Street, Highgate	Studio Roam	Form 1 – Change of use from Shop to Tavern and associated Alterations and Additions	27 January 2021	No date set	RAR due to DAP 21 April 2021.

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)
REGISTER OF APPLICATIONS CONSIDERED BY DRP
AS AT 8 APRIL 2021**

NO.	ADDRESS	APPLICANT	PROPOSAL	DRP MEETING DATE	REASON FOR REFERRAL
1.	Nos. 79 Paddington Street & 432-434 Charles Street, North Perth	CF Town Planning and Development	Child Car Premises	3/3/21	Pre-lodgment Application – Previously Referred. To consider amendments to the proposal made in response to the comments of the Design Review Panel on 9 December 2020. No development application lodged.
2.	No. 310 Oxford Street, Leederville	Urbanista Town Planning Pty Ltd	Four (4) Grouped Dwellings	3/3/21	The proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Build Form Policy) and Residential Design Codes (R Codes), and the appropriateness of the development within its setting. Development application lodged.
3.	No. 380-382 William Street, Perth	Gordon Chong	Three Storey Commercial Development	3/3/21	This proposal would benefit from referral to the Design Review Panel to consider departures to the City's Policy No. 7.1.1 – Built Form (Built Form Policy), William Street Design Guidelines and the appropriateness of the development within its setting. No development application lodged
4.	No. 577 William Street, Mount Lawley	JA Constructions	Seven Multiple Dwellings	24/3/21	Pre-lodgment Application – Previously Referred To consider amendments to the proposal made in response to the comments of the Design Review Panel (DRP) on 25 November 2020. No development application lodged.



INFORMATION BULLETIN

TITLE:	Register of Petitions – Progress Report – March 2021
DIRECTORATE:	Chief Executive Officer

DETAILS:

Petitions received by the City of Vincent are read out at the Council Meeting and are referred to the appropriate Director for investigation and report. This normally takes 6-8 weeks and the purpose of this report is to keep the Council informed on the progress of the petitions which have been reported to the Council.

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following petitions still require action or are in the process of being actioned.

Key Index:	
CEO:	Chief Executive Officer
EDCBS:	Executive Director Community & Business Services
EDIE:	Executive Director Infrastructure & Environment
EDSD:	Executive Director Strategy & Development

Date Rcd	Subject	Action Officer	Action Taken
26/2/2021	Petition with 387 signatures requesting that Council rescind the Council decision that the Special Needs Dental Clinic at 31 Sydney Street, North Perth be vacated by 30 June 2021 and instead extend the lease until 2025, to mirror that of Kidz Galore.	CEO	Administration is currently in negotiation with the Dental Health Services in respect to the extension of the lease to allow an alternative location to be secured by the Dental Health Services for the clinic. A report recommending a short term extension of the lease will be presented to Council at its 27 April 2021 Meeting.



INFORMATION BULLETIN

TITLE:	Register of Notices of Motion – Progress Report – March 2021
DIRECTORATE:	Chief Executive Officer

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following Notices of Motion still require action or are in the process of being actioned.

Key Index:
CEO: Office of the CEO
EDCBS: Executive Director Community & Business Services
EDIE: Executive Director Infrastructure & Environment
EDSD: Executive Director Strategy & Development

Details	Action Officer	Comment
20 October 2020 – Submitted by Mayor Cole		
Review of Graffiti Removal Service in City Owned Rights of Way	EDIE	A report is being presented to the 13 April 2021 Council Workshop.
20 October 2020 – Submitted by Cr Topelberg		
Review of Local Planning Policy No. 7.5.2 - Signs and Advertising	EDSD	Notice of Motion was moved and with the timeframe amended to state the revised completion date of December 2021. Administration working on amending the policy to include the words “, excluding Clause 3(iii),” after the words “particular standard or provision of this Policy”, pursuant to clause 5(1) of Schedule 2 of <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . Administration also investigating the suitability of Billboard Signs in the City of Vincent.



CITY OF VINCENT

INFORMATION BULLETIN

TITLE:	Register of Reports to be Actioned – Progress Report – March 2021
DIRECTORATE:	Chief Executive Officer

DETAILS:

A status report is submitted to Council as an Information Bulletin item on a monthly basis.

The following reports still require action or are in the process of being actioned.

Key Index:	
CEO:	Office of the CEO
EDCBS:	Executive Director Community & Business Services
EDSD:	Executive Director Strategy & Development
EDIE:	Executive Director Infrastructure & Environment

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
23 March 2021				
9.5	Community Sporting and Recreation Facilities Fund Small Grants Application – Forrest Park Croquet Club	EDSD	Grant application to be completed in March 2021.	The outcome of the grant application will be communicated to the City in June 2021.
9.6	Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation	EDSD	The City will forward required documentation to the Western Australian Planning Commission pursuant to Regulation 53 of the Planning and Development (Local Planning Schemes) Regulations 2015. After the Western Australian Planning Commission has determined Amendment No. 6 to Local Planning Scheme No. 2, the City will publish notices of adoption.	Support by the Western Australian Planning Commission to be obtained in 2021. Following this both Amendment 6 to LPS2 and Amendment 1 to LPP 7.4.5 will be published simultaneously and come into effect together.
9.7	Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention and Heritage Areas. Relating to Guidelines for The Boulevard, Kalgoorlie Street, Matlock Street and Buxton Street	EDSD	A notice in the local newspaper will be published to inform the community of the adoption of Amendment No. 4.	The notice will be published in April 2021. Following this the City will adopt the associated Guidelines for the new Character Retention Area.
10.1	Tender no IE105/2020 Design, Supply and Install Solar Photovoltaic Systems at City of Vincent Sites	EDIE	Further information on how to recover costs of solar from leaseholders to be provided.	Report to be presented to 18 May 2021 Council Meeting.
10.2	Waste Strategy Project - 2 Bulk Hard Waste Options Appraisal	EDIE	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Further report will be provide to council on the progress and the community feedback.	Carry out one final scheduled collection in July 2021. Implement an 18 month trial of the WMRC Verge Valet from January 2022. Report to be presented to Council in March 2023
10.3	E-Permit Implementation Update	EDIE	A monthly report on the progress of the implementation system is to be provided to Council.	Report to be presented to 27 April 2021 Council Meeting, monthly thereafter.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
11.1	Management Agreement - Leederville Toy Library - Portion of Lot 10927, 99 Loftus Street, Leederville	EDCBS	Administration is drafting the Management Agreement. Once signed, this will be forwarded to the Mayor & CEO for final approval	30 May 2021
12.2	Amendment of Fraud and Corruption Prevention Policy	CEO	Policy to be advertised in April, results proposed for the June meeting	June 2021
12.6	Results of community consultation - Future use of 10 Monmouth Street, Mount Lawley	EDIE	Sketch of the eco-zoning to be prepared in consultation with the community and presented to Council in early 2021/22.	Early 2021/22
12.7	Minutes and Motions from the Annual General Meeting of Electors held on 9 February 2021	CEO	Present a report to Council on affordable financial model and feasibility of underground power by November 2021	November 2021
16 February 2021				
9.5	Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation	EDSD	The motion was deferred to return key provisions to the policy and to ensure that the policy set out is unambiguous of Council's intent.	Complete Report regarding the consultation findings and Officer recommendation was presented to OMC in March 2021.
10.1	Proposed Parking Restriction - Broome and Wright Streets, Highgate	EDIE	Installation of signage will be completed by end of March 2021.	Complete March 2021
15 December 2020				
9.1	Development Application and Licence to locate a fence in the Gregson Street road reserve adjacent to No. 76 (Lot: 1; D/P: 52824) Newcastle Street, Perth	CEO	Licence is with strata company for signing by the strata owners. Signing will depend on timing of next strata meeting.	Complete April 2021
9.9	Review of Policy No. 4.1.22 - Prosecution and Enforcement	EDSD	Listed for July 2021 in Policy Review Schedule.	July 2021
10.3	North Perth Traffic Report	EDIE	Implement a 12 month trial by extending the Fitzgerald street median island through the intersection. Undertake consultation with the businesses and residents in the area bounded by Angove, Charles, Vincent and Fitzgreal streets on the installation of mid-block traffic calming measures. Present a further report at the conclusion of public consultation in March 2021 Inform the petitioners of the Council's decision. Undertake traffic, speed and volume and data collection on Alma Road and present to council in March 2021.	Public consultation in February March-April with report March May 2021 OMC.
11.2	Surrender of North Perth Playgroup Lease - 15 Haynes Street, North Perth	EDCBS	Administration is drafting a memo for CEO to formalise the surrender.	Completed

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
11.3	Advertising of Amendment to Community Funding Policy - Student Citizenship Awards	EDCBS	Report will be presented to OMC 23 March 20 for final endorsement. No comments were received.	Completed
11.4	Review of Library Collection Management Policy (3.11.1) and Local History Collection Management Policy (3.11.2)	EDCBS	Advertising of Policy ceased 15 February. Further item to be presented to OMC 27 April 2021	23 March 2021 27 April 2021
11.5	Support for the Uluru Statement from the Heart	EDCBS	Administration has drafted a letter to be sent to WALGA, the Prime Minister and Federal Leader of the Opposition showing Council's support for the Uluru Statement from the Heart.	15 February 2021 15 March 2021 Complete
17 November 2020				
9.2	No. 305 (Lot: 4, D/P: 1602) Fitzgerald Street, West Perth - Change of Use from Warehouse to Recreation Private (Amendment to Approved) (Unauthorised Existing Development)	EDSD	Deferral to allow the applicant to arrange for an Acoustic Report to be prepared and submitted prior to consideration of the item at a future Council Meeting. Applicant is currently considering their options in how to progress the matter, with this expected to be confirmed prior to commencement of 2021.	During 2021
12.5	Updated project plans for 5 strategic projects in the Corporate Business Plan 2020/21 - 2023/24	EDSD	Project plans approved and will be completed as per the detailed timeframes and milestones. With following updates each quarter.	Due to be presented back to Council for an update on progress at the February May 2021 Council Meeting.
12.6	Advertising of new policy – Attendance at Events Policy	CEO	The policy was advertised in early 2021. No community comments were received. The policy is being presented to Council for adoption at its 23 March Meeting.	Complete 23 March 2021
20 October 2020				
9.5	Adoption of Amendments to Mobile Food Vendor Policy and Consideration of a Commercial Kiosk Proposal at Hyde Park	EDSD/ CEO	Consultation will occur in early March 2021. Results proposed to be presented to Council at April May Council Meeting.	Mid 2021
9.6	Draft Haynes Street Reserve Development Plan	EDSD	Development plan complete. Implementation phase to commence in 2021.	Implementation phase to commence in 2021.
9.7	Accessible City Strategy	EDSD	Strategy approved for advertising with amendment. Advertising is open until February 2021. A report will be presented to Council following this.	A report will be presented to Council in mid April 2021.
10.1	Update on Manna Inc Meal Service at Weld Square	EDIE	Service ended 24 December 2020.	Further report to Council in October 2021.
11.5	Authorisation of Expenditure for the Period 1 August 2020 to 31 August 2020 (Amendment: REQUESTS that Council be provided with a report of expenditure against the Devco maintenance and repairs contract, that has been issued	EDIE	This information has been added to the expenditure report that was presented to OMC on 23 March 2021	Completed March 2021

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
	under the tender, and how this spend is compared to previous years.)			
12.2	Request to the Minister for Lands to Acquire Six Rights of Way as Crown Land and Reserve as Public Rights of Way - Perth Precinct	EDCBS	Request submitted to the Minister for Lands in February 2021 Assessment expected to take 6 – 12 months.	Expected completion 31 December 2021. End of 2021/22 financial year.
12.5	Transfer of ANZAC Cottage, 38 Kalgoorlie Street, Mount Hawthorn, to the National Trust of Western Australia	CEO	Transfer of land and surrender of lease drafted. Waiting on VVAAWA for signing. Settlement scheduled for April 2021.	Estimated to occur by early 2021.
12.6	Extension of Lease - Barlee Street Car Park, 596 (Lots 49 & 50) Beaufort Street, Mount Lawley	CEO	Public notice for extension of lease occurring, Extension of lease signed, to be drafted and finalised for signing. Consultation on the potential sale of Lot 48 and the town square concept proposed to commenced in early February 2021. A report proposed to be presented to Council in mid April 2021.	Extension of lease to be signed by February 2021. Complete April 2021
15 September 2020				
9.4	City of Vincent Rebound Plan	EDSD	The Rebound Plan is a living document that will constantly update and evolve to meet the changing needs of businesses and the community. The plan will be updated and reported monthly to the Rebound Roundtable and COVID-19 Relief and Recovery Committee, and quarterly to Council. First update to council due December. With following updates each quarter.	First quarterly update due to 15 December 2020 Council meeting. The next quarterly update will be provided to Council at its meeting in April 2021.
10.1	Waste Strategy Project - 8 Commercial Waste Collections (Update Report)	EDIE	Administration currently preparing next steps for ending commercial services as per council approved Communications Strategy	Implementation review report to Council on the discontinuation of the commercial waste service will be provided six months after implementation.
11.1	Lease of Community Building at Woodville Reserve, 10 Farmer Street, North Perth, Wadjak Northside Aboriginal Community Group	EDCBS	Administration are waiting on Wadjak Northside Aboriginal Community Group to affix the common seal on the lease documentation. Once affixed a memo will be presented to the Mayor & CEO for final approval.	18 April 2021
12.2	Repeal of the City of Vincent Parking and Parking Facilities Amendment Local Law 2020	CEO	The Joint Standing Committee has been advised of Council's decision. Public notice of the repeal of the amendment local law occurred in January 2021. No	Mid 2021. Complete 23 March OCM

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			public comments were received. A report is being presented to 23 March Council Meeting. A new local law is being drafted for Council's review in mid 2021.	
12.4	Outcome of advertising and adoption of Meeting Procedures policy	CEO	The Electronic Meeting Guidelines will be reviewed and updated in respect to the public question time process in early 2021.	15 December 2020 Early 2021
Council Meeting – 18 August 2020				
12.1	Progress update on the Sustainable Environment Strategy 2019-2024	CEO EDSD	Consider the C40 principles as part of SES and Public Health Plan implementation.	Report back to Council on SES and PHP by May-April March 2021. PHP implications to be included in CBP 26 Strategic Projects quarterly report in May 2021.
Council Meeting – 28 July 2020				
12.7	Advertising of new Local Government Property Local Law 2020 and new Election Signs	CEO	Public notice to be provided commenced in August 2020. Minister for Local Government to be provided with draft for comment. Minister's comments on draft local laws received, review ongoing. Report to Council on amendments proposed to draft local laws and present to Council in mid 2021.	Report to Council on amendments proposed to draft local laws and present to Council in Mid 2021. February 2021 on outcomes of public notice in November 2020.
12.9	Advertising of amended Development on City Owned and Managed Land Policy	CEO	Public notice to be provided in August 2020, extended to September to allow updated policy with diagrams to be provided to public. Public consultation complete, further internal revision and discussion with relevant stakeholders required due to comments received. Report to Council proposed for mid 2021.	Report to Council on outcomes of consultation by October 2020. Report to Council proposed for February/March Mid 2021.
Council Meeting – 19 May 2020				
9.1	Amendment No. 6 to Local Planning Scheme No. 2 and Amendment No. 1 to Local Planning Policy No. 7.4.5 - Temporary Accommodation	EDSD	Scheme and Policy has been advertised in accordance with Council's resolution. Advertising closed on 17 October with 9 responses. Scheduled to be presented to OMC in 2021.	Completed. Report regarding the consultation findings and Officer recommendation was presented to OMC in March 2021.
12.3	Grant of access easement over the City's Right of Way (Lot 303) for the benefit of Lot 49 (No 33) Scarborough Beach Road, North Perth and transfer of Lots 303 & 304 on Deposited Plan 28000 to the Crown	CEO	Land transfer with DPLH for registration. Expected to be completed by end February 2021. December 2020. The easement has been finalised.	December 2020. February 2021 Mid 2021
Council Meeting – 7 April 2020				
12.3	Sale of miscellaneous portions of City Freehold Land	CEO	Community consultation in respect to Brentham Street proposed for mid-2021.	202 Vincent Street – Complete (Item 12.7) 150 Charles Street - Complete (Item 12.3).

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			Consultation on Monmouth Street closed early 2021 and report to be presented to Council at 23 March Meeting. Administration liaising with adjacent owners regarding Barlee St car park lot. Barlee Street carpark lease extended and consultation on future use of lot occurring in March 2021.	Community consultation in regard to 10 Monmouth Street ongoing report will be presented to Council with outcome of consultation in February-March 2021. Barlee Street carpark – Complete (Item 12.6) Going to Council 27 April 23 March 2021
Council Meeting – 17 March 2020				
12.6	Reimbursing the external members of the City's Audit Committee	CEO	Administration to present a report to Council prior to inviting expressions of interest for new external Audit Committee members in September 2021.	No later than July 2021
Council Meeting – 11 February 2020				
9.5	Amendment No. 4 to Local Planning Policy No. 7.5.15 - Character Retention Areas and Heritage Areas to include Guidelines for The Boulevard, Kalgoorlie Street and Buxton Street	EDSD	The draft amendment has been advertised and a report will be presented to Council on the results of advertising in early 2021.	Completed. Report regarding the consultation findings and Officer recommendation was presented to OMC in March 2021.
12.2	Acquisition of Private Rights of Way - Lots 350 - 357 on Plan 2503, bounded by Scarborough Beach Road, Green, Fairfield and Mallock Streets, Mount Hawthorn as Crown Land, and vesting in the City as Public Rights of Way	CEO	Preparing public and utility provider notification documents, with public notice to be provided from end June 2020. Request will be made to Minister for Lands in August 2020. Advertising commenced, closing 1 October 2020. Request to Minister for Lands October 2020.	Minister for Lands estimated to make a decision by February March 2021
Council Meeting – 10 December 2019				
12.5	Acquisition of the right of way known as Lot 305, bounded by Charles, Walcott and Hilda Streets, North Perth as Crown land, and vesting in the City as a public right of way	CEO	Department of Planning, Lands and Heritage considering the request.	Minister for Lands estimated to make a decision by October 2020. Late 2021
Council Meeting – 15 October 2019				
9.1	No. 51 (Lot: 192; D/P: 56091) Albert Street, North Perth – Proposed Alterations and Additions to the Club Premises and Change of Use from Club Premises to Club Premises and Child Care Premises and Licence for Use of Car Park at No. 160 Albert Street, North Perth	CEO	Car parking licence has been drafted and sent to applicant for review. Waiting on start date of childcare centre to be determined, as that will be commencement date of licence.	Waiting on applicant.
12.2	Dedication of lots 889 and 890 as road – Corner Fitzgerald and Bulwer Streets, Perth and write-off of outstanding rates debt	CEO	Request made to Minister for Lands in March 2020.	Minister for Lands estimated to make a decision by October 2020-early 2021-
Council Meeting – 23 July 2019				
9.8	Beaufort Street Change of Use Exemption and Amendment to Policy No. 7.5.1 - Minor Nature Development	EDSD	The trial has been implemented along with a number of additional exemptions implemented through the State Government in response to the COVID-19	The revised draft Policy will be presented to Council for consideration in the 2020/21 financial year.

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
			pandemic. The draft Policy will be reviewed in the context of the current situation and will be advertised and presented back to Council for consideration.	
Council Meeting – 30 April 2019				
11.4	Transfer and dedication of lots as road - Charles Street, North Perth	CEO	Main Roads to organise State Solicitors Office to prepare have prepared transfer documents. Awaiting signing by both parties. Acquisition of Lot 66 on hold due to adverse possession claim. Resolution of adverse possession claim waiting on Landgate decision.	To be signed by 30 October 2020. Waiting on Landgate decision
Council Meeting – 2 April 2019				
11.4	Amendments to the Trading in Public Places Local Law 2008 and Local Government Property Local Law 2008	CEO	Local Government Property Local Laws and new Election Signs Policy report provided to Council 28 July 2020 for approval to advertise. Trading in Public Places Amendment Local Law will be redrafted in 20/21.	Local Government Property Local Law completed (Item 12.7 28 July 2020). Trading in Public Places Local Law will be redrafted mid in June 2021.
Council Meeting – 5 March 2019				
10.1	Business Case for the Adoption of a Three Bin Food Organic/Garden Organics System	EDIE	Report detailing implementation considerations and further financial modelling on the implications of the adoption of FOGO system will be presented to Council as it becomes available.	Report now to be presented into 2021, as a result of project postponement due to COVID-19. Implementation now scheduled from October 2021. RFQ outcome to be discussed at 2 February Budget Workshop.
Council Meeting – 27 June 2017				
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	EDSD	Administration has forwarded the submission to WALGA. The Minister for Planning and the Attorney General were not advised of Council's position in relation to Third Party Appeal Rights.	Administration is preparing advice to the Minister for Planning and the Attorney General on WALGA's revised preferred model for Third Party Appeal Rights. This is scheduled to be sent in early 2021 2020.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	CEO	City is discussing tenure options and the feasibility of the community garden on this site with the Norwood Neighbourhood Association. An update will be provided to Council following the site meeting in March 2020.	September October 2020 Report to Council 27 April 2021
Council Meeting – 30 May 2017				
12.5	Perth Parking Levy	EDIE	Awaiting outcomes of the Perth CBD Transport Plan and specific recommendations regarding the Perth Parking Levy. State Government yet to release results of consultation.	Update scheduled to be provided in late 2021.
Council Meeting – 7 March 2017				

Item	Report Details	Action Officer	Comments	Due Date / Timeframe for Completion / Completed
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	EDSD	Administration is reviewing the feedback received from the Department of Local Government, Sport and Cultural Industries in respect to the new Local Government Property Local Law. Drafting of the Animal Local Law will recommence, taking this into consideration. Administration expect to present the draft Animal Local Law to Council April 2021. In the interim, Administration is exercising its discretion in applying the poultry provisions of the current Health Local Law.	31 March 2021 Draft proposed to be presented mid 2021.
Council Meeting – 27 May 2014				
9.3.4	East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	CEO	Further discussions ongoing as part of broader discussions with Football Clubs.	September 2020 November 2020 Mid 2021

9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

10 REPRESENTATION ON COMMITTEES AND PUBLIC BODIES

11 CONFIDENTIAL ITEMS/MATTERS FOR WHICH THE MEETING MAY BE CLOSED ("BEHIND CLOSED DOORS")**11.1 LEEDERVILLE GARDENS INC. - REQUEST FOR REMITTANCE OF FUNDS DUE TO OVERPAYMENT**

The Chief Executive Officer is of the opinion that this report is of a confidential nature as it contains information concerning:

Local Government Act 1995 - Section 5.23(2):

- (e(iii)) a matter that if disclosed, would reveal 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 local government

LEGAL:**2.14 Confidential business**

- (1) All business conducted by the Council at meetings (or any part of it) which are closed to members of the public is to be treated in accordance with the Local Government (Rules of Conduct) Regulations 2007.

Confidential reports are provided separately to Council Members, the Chief Executive Officer and Directors.

In accordance with the legislation, confidential reports are to be kept confidential until determined by the Council to be released for public information.

At the conclusion of these matters, the Council may wish to make some details available to the public.

12 CLOSURE