



**CITY OF VINCENT**

# **AGENDA**

## **Council Briefing**

**17 July 2018**

**Time: 6pm**

**Location: Administration and Civic Centre  
244 Vincent Street, Leederville**

**Len Kosova  
Chief Executive Officer**





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**PROCEDURE FOR PUBLIC SPEAKING TIME**

The City of Vincent Local Law Relating to Meeting Procedures prescribes the procedure for persons to ask questions or make public statements relating to a matter affecting the City, either verbally or in writing, at a Council meeting.

Questions or statements made at an Ordinary Council meeting can relate to matters that affect the City. Questions or statements made at a Special Meeting of the Council must only relate to the purpose for which the meeting has been called.

1. 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).
2. Public speaking time will be strictly limited to three (3) minutes per member of the public.
3. Members of the public are encouraged to keep their questions/statements brief to enable everyone who desires to ask a question or make a statement to have the opportunity to do so.
4. Public speaking time is declared closed when there are no further members of the public who wish to speak.
5. Questions/statements are to be directed to the Presiding Member and 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 a Council Member or City Employee.
6. Where the Presiding Member is of the opinion that a member of the public is making a statement at a Council meeting, that does not affect the City, he may ask the person speaking to promptly cease.
7. Questions/statements and any responses will be summarised and included in the Minutes of the Council meeting.
8. 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.
9. 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 (FOI) Act 1992. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

**RECORDING AND WEBSTREAMING OF COUNCIL MEETINGS**

- All Ordinary and Special Council Meetings are electronically recorded except when the Council resolves to go behind closed doors;
- All recordings are retained as part of the City's records in accordance with the General Disposal Authority for Local Government Records produced by the Public Records Office;
- A copy of the recorded proceedings and/or a transcript of a particular section or all of a Council meeting is available in accordance with Policy No. 4.2.4 – Council Meetings – Recording and Web Streaming.
- Ordinary Meetings of Council and Council Briefings are streamed live on the internet in accordance with the City's Policy – 4.2.4 - Council Meetings Recording and Web Streaming. It is another way the City is striving for transparency and accountability in what we do.
- The live stream can be accessed from <http://webcast.vincent.wa.gov.au/video.php>
- Images of the public gallery are not included in the webcast, however the voices of people in attendance may be captured and streamed.
- If you have any issues or concerns with the live streaming of meetings, please contact the City's Manager Governance and Risk on 08 9273 6538.

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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**

## 5 DEVELOPMENT SERVICES

5.1	NO. 2/18 (LOT: 2; STR: 42377) ROBINSON AVENUE, PERTH PROPOSED CHANGE OF USE FROM RESIDENTIAL TO UNLISTED USE (SHORT TERM DWELLING)
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TRIM Ref: D18/81766

Author: Rana Murad, Senior Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: South

Attachments:

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Proposed Development Plans [↓](#) 
3. Attachment 3 - Management Plan [↓](#) 
4. Attachment 4 - Summary of Submissions and Administration's Comments [↓](#) 
5. Attachment 5 - Summary of Submissions and Applicant's Comments [↓](#) 
6. Attachment 6 - Parking Management Plan [↓](#) 
7. Attachment 7 - Determination Advice Notes [↓](#) 

### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the Change of Use from Dwelling (Grouped) to Unlisted Use (Short Term Dwelling) at No. 2/18 (Lot: 2; STR: 42377) Robinson Avenue, Perth, in accordance with plans provided in Attachment 2, subject to the following condition, with the associated determination advice notes in Attachment 7:

#### 1. Use of Premises

- 1.1 The Short Term Dwelling shall accommodate a maximum of six guests at any one time;
- 1.2 The Short Term Dwelling shall operate in accordance with the Management Plan dated 19 May 2018 and the terms and conditions outlined in the Management Plan shall be provided to guests of the Short Term Dwelling at the time of check-in and displayed in a prominent location within the entrance area of the Short Term Dwelling;
- 1.3 The Code of Conduct contained in the approved Management Plan shall be provided to guests of the Short Term Dwelling at the time of check-in and displayed in a prominent location within the entrance area of the Short Term Dwelling; and
- 1.4 The Short Term Dwelling shall operate with a mandatory minimum night stay period of two consecutive nights;

#### 2. Car Parking

A minimum of two on-site parking bays shall be made available to guests at all times and be maintained to the satisfaction of the City; and

#### 3. General

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

**PURPOSE OF REPORT:**

To consider an application for development approval for a change of use from Grouped Dwelling to Unlisted Use (Short Term Dwelling) at Unit 2, 18 Robinson Avenue, Perth (subject site).

**PROPOSAL:**

The subject site comprises of a two storey grouped dwelling with three bedrooms and two car bays. The proposal involves the use of the entire dwelling as a Short Term Dwelling for up to six patrons at any one time. The application does not involve any external modifications to the unit or any signage. The development plans are included as **Attachment 2** with the submitted Management Plan and Code of Conduct included as **Attachment 3**. The Management Plan outlines that a maximum of six guests can be accommodated at the subject site at any one time and that guests are required to provide the landowner with details of the nature of their intended stay before a booking is accepted.

**BACKGROUND:**

<b>Landowner:</b>	Jason Edwards
<b>Applicant:</b>	Jason Edwards
<b>Date of Application:</b>	12 February 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Mixed Use R Code: R80
<b>Built Form Area:</b>	Mixed Use Area
<b>Existing Land Use:</b>	Grouped Dwellings
<b>Proposed Use Class:</b>	Unlisted Use (Short Term Dwelling)
<b>Lot Area:</b>	2,030m <sup>2</sup> (total site area)
<b>Right of Way (ROW):</b>	Not applicable
<b>Heritage List:</b>	No however, adjacent to a Category A heritage listed property

The subject site is located on the northern side of Robinson Avenue midway between Beaufort Street and William Street in Perth, as shown in **Attachment 1**. The subject site has been developed with 12, two storey grouped dwellings. The locality is characterised by a mix of uses including residential dwellings, a hotel and eating houses. Adjoining the subject site at the rear is a Category A heritage listed building which was the former Brisbane Street post office. The proposal will not impact on the heritage significance of this property as no changes to the façade of the building are proposed.

The subject site has been operating as a Short Term Dwelling without development approval from the City since circa October 2017. The applicant submitted a development application seeking approval for development which has already commenced, at the request of the strata body. The applicant paid a fee that is three times that of a standard application fee, which encompasses the processing fee of the development application and a penalty for commencing development without prior approval, as provided by the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The City has been made aware that the use has continued, notwithstanding the absence of any development approval and that the activity has had a direct, negative impact on the amenity of the permanent residents within the complex. As a result, the City directed the landowner to cease the unapproved use by no later than 10 July 2018 and not recommence until and unless development approval is granted by Council.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City's LPS 2 and the City's Policy No. 7.4.5 – Temporary Accommodation and the State Planning Policy 3.1 – Residential Design Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓
Parking & Access	✓	

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Temporary Accommodation Management Plan		✓
Strata Consent		✓

### Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
Local Planning Scheme No. 2 (LPS2)	
"P" Use	Unlisted Use (Short Term Dwelling)

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the comments section below.

### CONSULTATION/ADVERTISING:

The application was advertised for a period of 21 days in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, from 19 March 2018 to 12 April 2018. The method of consultation being a sign on site, a notice in the local newspaper 'The Voice', and 52 letters being mailed to all owners and occupiers as shown on **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation. At the commencement of the advertising period the applicant provided photographic evidence of the sign being erected on the subject site. Subsequently, Administration was notified that the sign has been removed and a site visit conducted on 3 April 2018 confirmed that to be the case. The applicant stated that it is a common occurrence for property left within the front setback area to be stolen.

A total of 12 submissions were received; eight objecting to the proposal and four supporting the proposal. The main concerns raised by the submissions are as follows:

- The lack of car parking on the site and concerns regarding the proposal increasing illegal parking;
- Concerns regarding increased noise as a result of the proposal;
- Concerns regarding safety of the residents within the complex; and
- The proposal having a negative impact on the amenity of the complex.

A summary of submissions and the City's comments are provided in **Attachment 4**. The applicant has provided a response to the submissions and this is included as **Attachment 5**.

In addition to the formal consultation process, on 19 June 2018, staff met with a group of residents on-site to discuss the existing compliance issues as well as the current application.

### Design Review Panel (DRP):

Referred to DRP: No

### LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.4.5 – Temporary Accommodation.

### Delegation to Determine Applications:

This matter is being referred to Council as the application received more than five objections throughout the community consultation undertaken.



**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

*"Natural and Built Environment*

- 1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Land Use

The proposed land use is not specifically identified in the land use table in LPS2 and cannot reasonably be determined as falling within the interpretation of one of the listed uses in LPS2. As such, the proposal is considered as an Unlisted Use. In accordance with Clause 18(4) where a use class is not specifically referred to in the zoning table, the City is to:

- (a) *Determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*
- (b) *Determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- (c) *Determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

Council is therefore required to consider if the use is consistent with the objectives and purposes of the Mixed Use zone. LPS2 includes the following objectives for the Mixed Use zone:

- *To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.*
- *To allow for the development of a mixed of varied but compatible land uses such as housing, offices showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.*
- *To provide for a compatible mix of high density residential and commercial development.*
- *To promote residential use as a vital and integral component of these mixed use zones.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including, but not limited to, solar passive design, energy efficiency and water conservation.*
- *To ensure the provision of wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.*

The proposal, being for short term accommodation, could reasonably be considered to meet the first two objectives as it represents an active use on street level which is potentially compatible with the other uses in the local area. As such, it is considered that the proposed use may be consistent with the objectives of the zone and therefore shall be considered by Council on its individual merits, having regard to any submissions received during the consultation period.

#### Parking

Throughout the community consultation period a number of submissions were received objecting to the proposal and raising concerns regarding car parking due to on-going issues within the complex and Robinson Avenue. The subject site has two existing car parking bays, one immediately in front of the unit and one lockable garage at the rear of the unit. Robinson Street has on-street parking however, a one hour time restriction applies between 8:00am and 5:30pm Monday to Friday. Clause 5.3.3 of the Residential Design Codes (R Code) requires one car parking bay for the subject site and therefore, the proposal satisfies the deemed-to-comply requirements.

As a result of the community concerns the applicant submitted a parking management plan and this is included as part of **Attachment 6**.

The subject site is located approximately 100 metres from Brisbane Street and William Street and is within 1.0 kilometre from the Perth Underground and Claisebrook train stations. The subject site is located approximately 250 metres from the Brisbane Street car park which has 228 car parking bays. Robinson Avenue has on-street car parking bays adjacent to the subject site which have a time restriction for one hour parking from 8:00am to 5:30pm but no restrictions thereafter. The subject site is considered to be well serviced by off-street and on-street car parking as well as public transport.

The subject site has sufficient area within the courtyard for the storage of bicycles. Robinson Avenue has been constructed with a footpath immediately adjacent to the subject site and therefore, there is an opportunity for occupiers to cycle to and from the site.

In light of the above, it is considered that the subject site has satisfactory access to on site bays as well as public parking and transport.

#### Temporary Accommodation Management Plan

The applicant has provided a Management Plan and a set of House Rules for the proposed Short Term Dwelling, in accordance with Clause 2.1.3 of the City's Policy No. 7.4.5. The Management Plan addresses issues relating to car parking, noise control, complaints management and the security of guests and residents.

The Management Plan outlines a process to be followed if a complaint is received in relation to the operations of the Short Term Dwelling. As the landowner is often away for work, two other caretakers have been nominated as contacts should the landowner not be available to attend to a breach and/or complaint. The Management Plan has identified that there is a mechanism to evict tenants if needed. The applicant has also provided a copy of the letter which will be posted out to all landowners within the strata development notifying them of the operations of the proposed Short Term Dwelling, as well as providing contact details should any issues arise.

The Management Plan and House Rules submitted as a part of this application are considered to meet the requirements outlined in the City's Policy 7.4.5 – Temporary Accommodation. However, since the lodgement of the application, the City has received a number of complaints regarding the use of the subject site, including the number of occupants exceeding the maximum permissible occupancy rate of 6 people and excessive noise during the evenings. The online advertisement for the short term rental of this property also refers to a maximum occupancy of eight (8) persons at any one time. The other complaints relate to noise, illegal car parking and general anti-social behaviour. On this basis, it is clear that the current Management Plan and House Rules are not being enforced and that current lack of enforcement is having an unreasonable impact on nearby residents.

Whilst the above compliance issues are acknowledged, Council is required to consider the application as submitted by the applicant as opposed to the activity which is alleged to be currently occurring. In the event that development approval is granted and the short term dwelling is not operated in accordance with the terms of the development approval (including a maximum occupancy of six people and strict adherence to the submitted Management Plan and House Rules), it would be open to the City to undertake formal compliance action.

Strata Approval

The City's Policy No. 7.4.5 – Temporary Accommodation requires the consent of the Council of Owners to be obtained in accordance with the provisions of the *Strata Titles Act 1985* and associated By-Laws. As part of the supporting information submitted with the development application, the applicant provided minutes from a Council of Owners meeting held on 30 November 2017 confirming that the continuation of the Short Term Dwelling was permitted on the conditions that:

- i) That development approval is immediately obtained from the City;
- ii) If a breach was to be reported then the operations would cease immediately; and
- iii) After determination of the development approval by the City, a decision will be made on whether to accept the request to continue the operation of the Air BnB at the subject property by the Council of Owners.

On 13 April 2018, the Council of Owners submitted an objection to the City regarding the proposed development. The letter stated that:

- the Council of Owners did not support the short term accommodation operating at the premises,
- the Council of Owners had given the owner of the subject property the opportunity to prove that it could operate without impinging of the privacy and security of owners and other tenants;
- the landowner had failed to provide the contact details of the keeper for the short term dwelling to the Council of Owners which was originally agreed to;
- the premises was being advertised for 8 guests despite the City's requirement for a maximum of six guests;
- there have been on-going disturbances as a result of gatherings and parties;
- that the property is being used as an Air BnB on a full time basis, and not for a maximum of two weeks as stated previously by the owner;
- access to the complex was obstructed as a result of illegal car parking on a particular day (17 March).

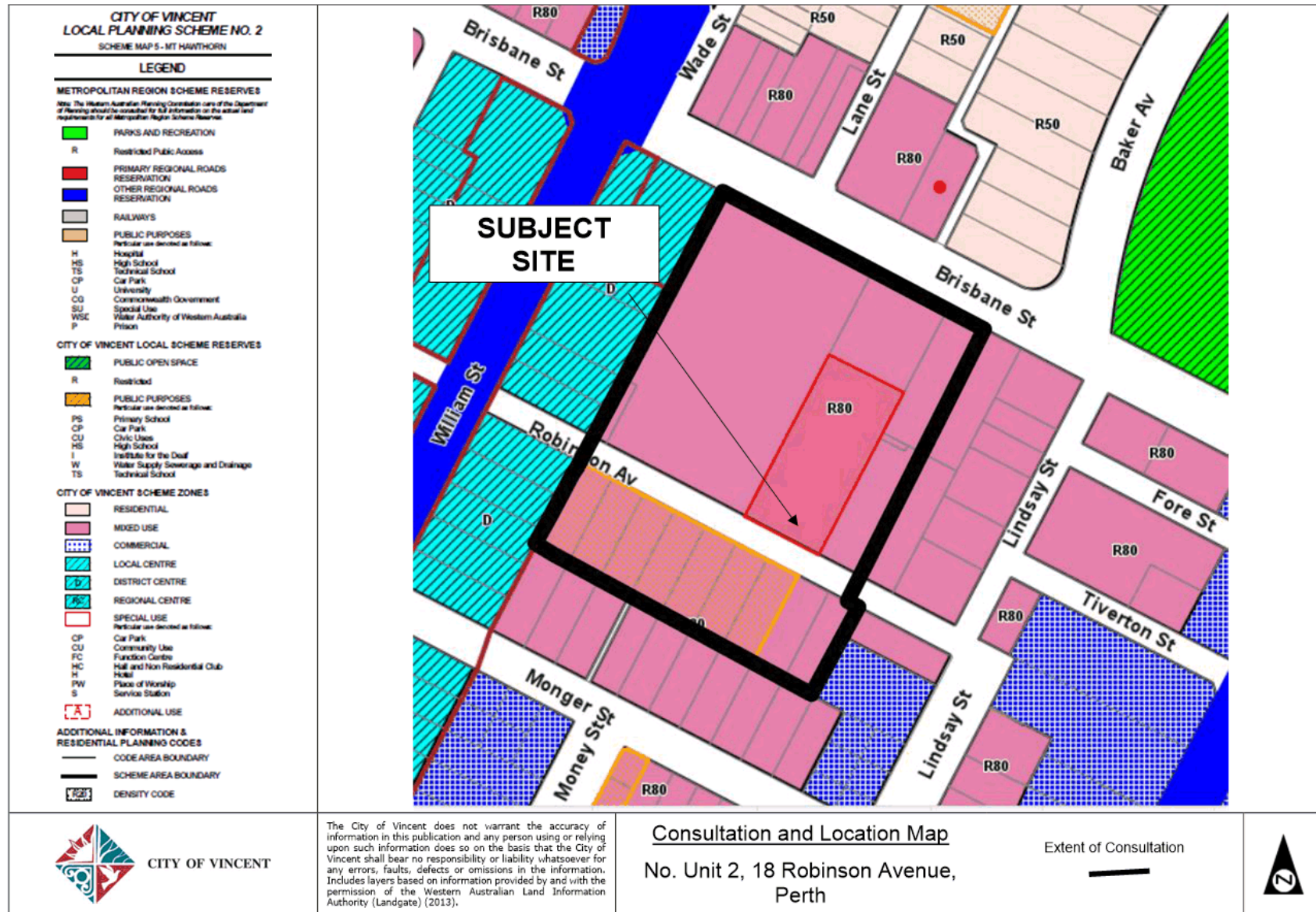
Three formal complaints have subsequently been made to the City by residents and owners from the complex after the consultation period ended. The Council of Owners stated that in light of the objections received during the consultation period and the subsequent formal complaints submitted, the consent has been withdrawn. It must be noted that notwithstanding the lack of Strata Council consent, Council is able to consider the proposal in its individual planning merits. If Council were to approve the current application, such an approval does not impact the ability of the Council of Owners to take action in accordance with the *Strata Titles Act 1985* and/or the associated by-laws.

Conclusion

This application for development is seeking approval for the operation of a Short Term Dwelling at the premises located at No. 2/18 Robinson Avenue, Perth. The application was submitted with a supporting Management Plan, House Rules and a copy of the Council of Owners AGM Minutes dated 30 November 2017, in accordance with the City's Policy No. 7.4.5 – Temporary Accommodation.

Council is required to exercise its discretion with respect to the proposed land use and the Council of Owners consent. For the purposes of this application the proposed land use of a Short Term Dwelling has been assessed as an unlisted use under the provisions of Clause 18 (4) of LPS2. The land use is considered to be consistent with the Residential R80 zone and reflective of nearby land uses. The supporting Management Plan and House Rules submitted by the applicant are consistent with the expectations and requirements as outlined in the City's Policy No. 7.4.5 whereby appropriate measures are put in place to ensure that impacts on the residential amenity of nearby residents and occupiers are not unduly compromised by the use.

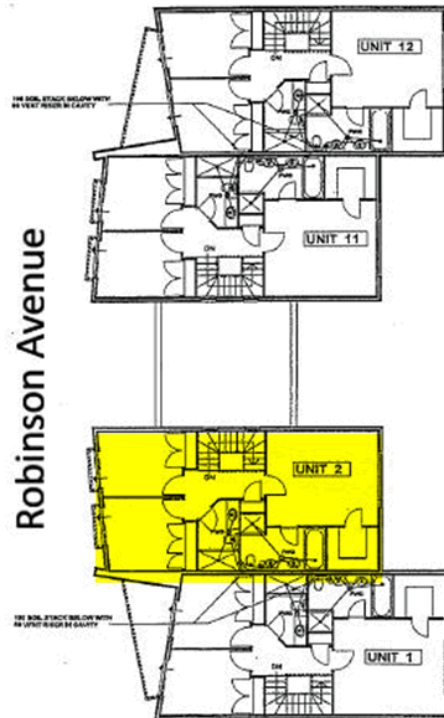
In light of the above, the proposed Short Term Dwelling use is supported, subject to conditions, which would include a requirement to strictly adhere to the submitted Management Plan and House Rules.





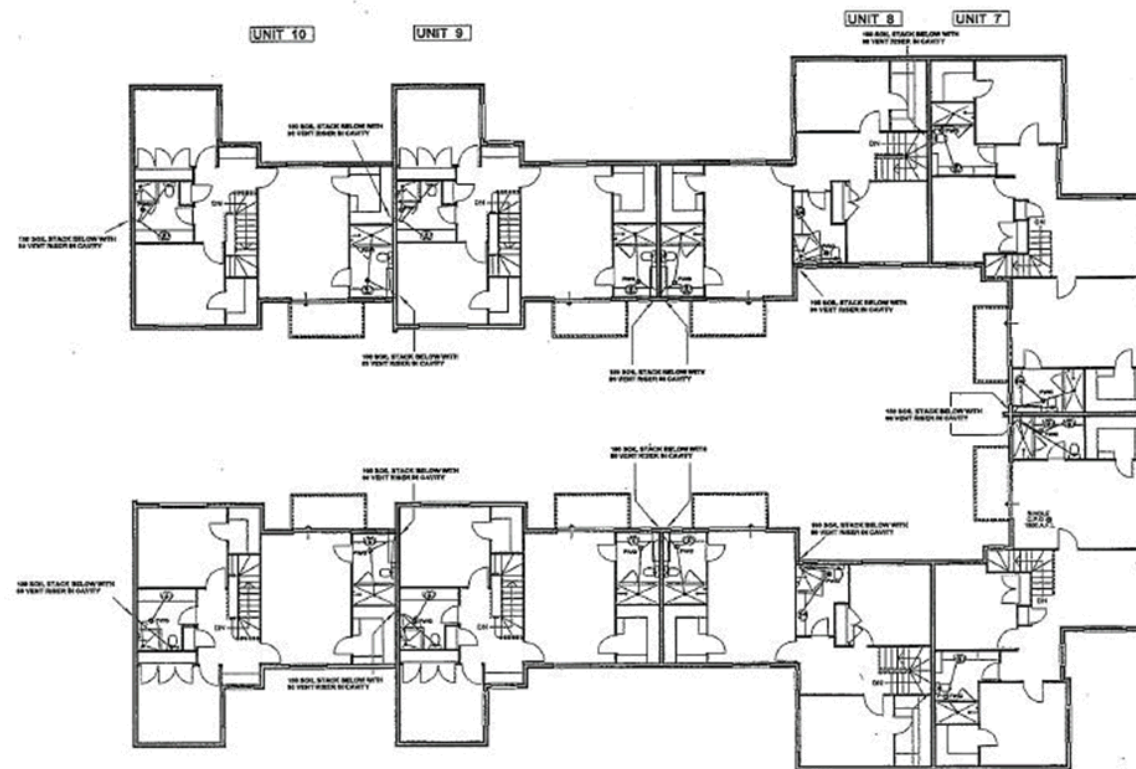


RECEIVED  
19 May 2018



UPPER PLUMBING LAYOUT  
1 : 100

UNITS 1 & 2  
UNITS 11 & 12



UPPER PLUMBING LAYOUT  
1 : 100

UNITS 3 TO 10

RECEIVED  
28 JUN 20  
BY: [Signature]

SHELTER DESIGN

PTY. LTD. A.O.N. 000000000 33 BUCKLEY STREET PERTH W.A. 6003 PH: 08 92275402 FX: 08 92288250

NOTE:

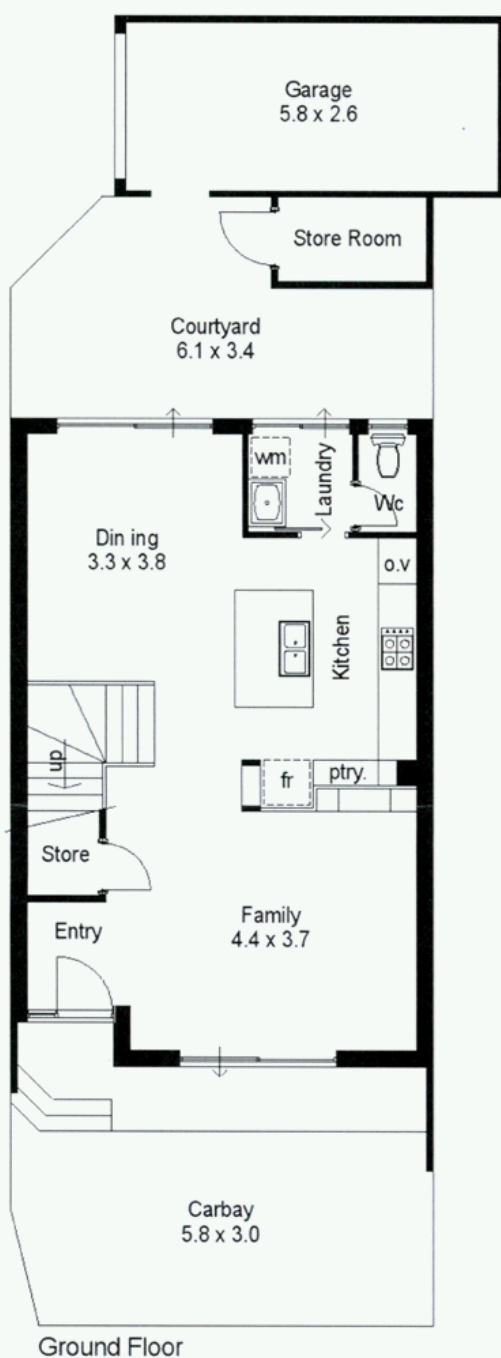
1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CURRENT BUILDING REGULATIONS.
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PROPOSED UNIT DEVELOPMENT

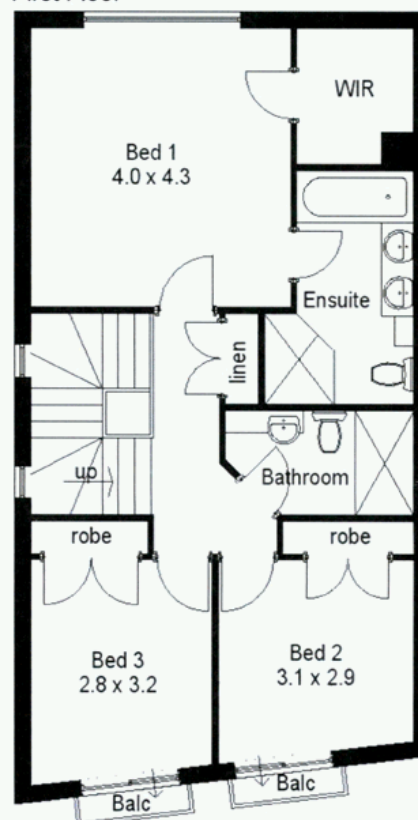
AT: LOT 11 (815) ROBINSON AVENUE, PERTH.

DATE  
SCA  
DRA





First Floor



## Approximate Areas

GROUND FLOOR  
 Residence: 64m  
 Garage: 17m  
 Store: 4m

FIRST FLOOR  
 Residence: 76m  
 Balconies: 2m

Total area: 163m  
 Total area: 203m

All measurements are estimates.  
 All dimensions are in metres.  
 Plans are for demonstration only.  
[www.cribcreative.com.au](http://www.cribcreative.com.au)

2/18 Robinson Avenue, Perth

Short Term Leasing, Management Plan

2/18 Robinson Ave Perth

CITY OF VINCENT  
RECEIVED  
19 May 2018

## ***Landowner and Caretaker Contact Details Concealed for Privacy***

### **Objective:**

To present an application to The City of Vincent to obtain approval to use my home for Short Term Leasing. Home will be advertised on online platforms to generate income while I am away at work, operating only within the guidelines of Town of Vincent Policy 7.4.5 and those outlined by my building strata committee.

### **Description of Property**

- 3 Bedroom, 2.5 bathrooms, 2 car bays, laundry, living room, dining room, kitchen, private rear courtyard, two-storey layout
- Direct access straight onto the street from front door, no shared facilities or shared access with other strata properties at the address. Front town-house separate from "complex".

### **Car Parking:**

Guests can only use the car bays assigned to my property. Parking instructions and rules are provided to all guests in writing, along with labelled photos identifying the allocated parking. Private bays are easy to access and parking at my property will never pose any issues to the neighbours or the Town of Vincent. Guests are informed in writing prior to check in that breaching the City of Vincent parking rules will result in fines from the City's ranger.

### **Strata Situation:**

At length discussion was held with my strata committee at a recent meeting regarding Short Term Rental use of my property. Strata has no by-laws in place that oppose this, and was agreed to allow me to operate a short-term rental operation provided I obtain approval from The City of Vincent and carry this out under strict guidelines stated in this application.

### **Noise Control:**

The property is separate from the main layout of the complex and has only 1 joining wall, joining my kitchen/laundry with the living room of Unit 1. There is no stereo or music playing device in the property and the downstairs smart TV is set and locked to "Hotel Mode", restricting any loud volume or loud music. House rules have a strict focus on ensuring guests remain quiet and refrain from using the outside courtyard late at night, this preventing any possible disturbance to neighbours and operating well within noise restrictions outlined by the Town of Vincent. I have set a minimum of 2 nights stay to any booking to assist in eliminating "party bookings". My 3-bedroom home attracts mainly international families on vacation and have never accepted a booking that shows signs of a potentially noisy group, with intentions to party during their stay. The respect of my neighbours is of utmost importance to me.

### **Complaints Management:**

As discussed in the relevant strata meeting all my details have been provided to the strata and all neighbours and I have made myself contactable at any time with any issues. I have agreed to meet with neighbours on an ongoing basis to discuss any arising issues or conflicts and maintain a positive relationship with each of them. For the times that I am not contactable or in Perth, I have also assigned 2 other people as my nominated care-takers of the property, who are also contactable 24/7 to assist in the unlikely event of a disturbance. My cleaner/ housekeeper and my father, who both live locally and frequently visit the property on my behalf. The procedure for a significant disturbance would be for the neighbours to contact myself at any time and I will either visit the property myself or allocate my father/ property care-taker to attend immediately. Depending on the issue, I have the power to evict tenants at any time, with support of the short-term rental websites. The tenants will lose security bonds and any



other money outlaid for lost booking dates. In cases of a minor noise complaints, I will contact the tenants immediately and ask them to lower the noise levels via the phone.

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**Security of Guests and Residents:**

House has only one exit straight onto the street making it a very unique strata property. Guests and neighbours have no shared facilities or access therefor no issue with security of the rest of the strata residents. Digital key pad dead bolt lock on the front door is self-locking and the pin code changed after each booking by the property manager/owner, providing excellent security to short term guests. With a digital door lock there is no Key/Swipe cards required.

**House Rules:**

Rules have been developed after lengthy discussion with my strata and the Town of Vincent. As an experienced Short-Term rental host, I have learnt the best way to outline and enforce the House rules, and all guests are required to sign a code of conduct before booking approval. In the case that a guest breaches any house rules or disrupts a neighbour in any way, they will be evicted from the property and will pay the financial penalty of loss of security bond and no refund for remaining days booked. I have found over my time as a host that by having the guests sign this code of conduct and the risk of financial loss is always enough to ensure rules are followed. Rules will be displayed on the website and displayed in the house at all times. Signing of the code of conduct is mandatory before booking approval.

***AIRBNB HOUSE RULES/ CODE OF CONDUCT***

- Guests must state reason for travel, and list names and age of all guests staying
- No booking requests from guests under the age of 21 will accepted
- No booking requests from Perth based guests will be accepted
- Strictly no extra guests other than those listed to stay
- No smoking at all inside the house or outside in the courtyard as per strata by-laws. Smokers must smoke away from the entire complex
- No loud music to be played at the property
- Strictly no parties/ events or anti-social behaviour
- No use of the outside courtyard area late at night. Guests wishing to stay up late must stay inside with doors/ windows closed to minimise noise to neighbouring homes at night. Outside conversation at night travels a long way and may cause disturbance.
- When entering or exiting the house, please do so in a quiet and respectful manner, regardless of the time of day
- No loitering at the front of property or in driveways of the complex at any time
- Guests must only park in parking allocated to Unit 2. Under no circumstance will use of any bay not assigned to Unit 2 or parking in the common driveway/ footpath areas be tolerated. Any parking in surrounding areas must be conducted within the laws of The City of Vincent, breaching these rules will result in fines from the local council rangers patrolling the area.
- Guests must only use assigned bins for waste disposal located in the courtyard of the property
- Children must be accompanied by adults at all times throughout the stay
- Any damage to property or the house must be reported immediately. Costs of damages may be withheld from security bond

**\*The peace and quiet of my neighbours is of utmost importance to me. By signing below, you agree to adhere to all house rules outlined in this code of conduct. Any breach of these rules may result in you being evicted from the house immediately. Any monetary loss of booked days will not be recovered and security bond will be withheld. This signed copy must be returned to the property manager via email before check in details will be provided.**

**Guest Name:**\_\_\_\_\_

**Signature:**\_\_\_\_\_

**Date:**\_\_\_\_\_

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19 May 2018

Dear Neighbours,

Please see below the contact details for myself and my property managers/ emergency contacts for any issues regarding my short-term rental guests. Contact myself 24/7 and I will ensure the issue is resolved in person or via my father/property managers. Also feel free to knock on my door at any time while I am home from work with any concerns.

***Landowner and Caretaker Contact Details  
Concealed for Privacy***

Regards Jason.

**Summary of Submissions:**

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

Comments Received in Support:	Officer Technical Comment:
<u>Land Use</u> <ul style="list-style-type: none"> <li>Perth can only benefit from a well-run accommodation sources that gives travellers options in regards to cost, location and accommodation types.</li> <li>Supports the diversity in accommodation types in the City of Vincent, which is not heavily invested with hotels, but offers many attractions for tourists.</li> <li>Experienced short-stay managers should be supported to assist Vincent to diversify accommodation options and economic activation by tourist expenditure.</li> </ul>	All comments of support are noted.
Comments Received in Objection:	Officer Technical Comment:
<u>Land Use</u> <ul style="list-style-type: none"> <li>Submitter alleges that the proposal has been in operation since circa October 2017 without any approval.</li> <li>The proposal has been advertised to host up to eight people however, the units is designed to sleep two adults and two to three children at most.</li> </ul>	Noted. The City's Policy No. 7.4.5 – Temporary Accommodation permits up to six patrons to be accommodated. Should development approval be granted, a condition has been recommended to be imposed on the approval notice which restricts the maximum number of patrons to six.
<u>Advertising</u> <p>The applicant was required to erect a sign notifying surrounding landowners of the proposal during the community consultation and this sign was not erected.</p>	<p>The applicant submitted photographic evidence of the sign being erected on the subject site at the commencement of the advertising period. A site visit conducted on 3 April 2018 by Administration revealed that the sign was no longer erected. The applicant advised that the sign had been removed by an unknown party. The advertising period remains to be in compliance with the City's Policy No. 4.1.5 and written notification to surrounding landowners was sent by Administration. The application was also advertised on the City's website and the local newspaper. In this regard, it is considered that the advertising undertaken was sufficient.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<p><u>Car Parking and Traffic</u></p> <ul style="list-style-type: none"> <li>There is one car parking bay for the unit and this causes parking issues when there are multiple adults with more than one vehicle staying the premises.</li> <li>On-going parking issues causing obstruction to the footpath and common property. Previous issues have occurred whereby the access to the complex was obstructed from cars and residents not being able to enter the complex.</li> <li>There are existing car parking issues on the road network surrounding the subject site.</li> <li>The management plan states that there are two car parking bays however, the submitter alleges that there is only one bay as the garage remains locked for security.</li> <li>The proposal will result in increased traffic in the locality.</li> </ul>	<p>The subject site has two existing car parking bays, one immediately in front of the unit and one lockable garage at the rear of the unit.</p> <p>It is unclear whether the ongoing parking issues described by the submitter relate specifically to the subject site or other vehicles. Notwithstanding, any unauthorised parking should be referred to the City's Rangers for investigation who will infringe in accordance with the City's Local Laws.</p> <p>It is considered that the proposed development will generate the same amount of traffic that the dwelling would otherwise result in.</p>
<p><u>Noise</u></p> <ul style="list-style-type: none"> <li>There are on-going noise issues from the short term dwelling as a result of too many people at one time.</li> <li>On-going issues with noise as a result of parties on weekends.</li> </ul>	<p>The applicant has provided a Management Plan and House Rules in accordance with City's Policy No. 7.4.5 – Temporary Accommodation to ensure that the impact on surrounding landowners is minimised. Notwithstanding, the proposal is required to comply with <i>Environmental Protection (Noise) Regulations 1997</i> at all times.</p>
<p><u>Safety</u></p> <p>As long as someone is able break a code of conduct, there will be threats to the security of residents, and having a digital keypad is not fail-proof. Losing a bond after an event is not a guaranteed deterrent, and other people finding out a code is always a possibility. The fact that there is a wall at the rear of the property which can easily be climbed over to give access to the complex, is of concern.</p>	<p>Noted. The applicant has addressed issues relating to security through the Management Plan which is in accordance with the City's Policy No. 7.4.5 – Temporary Accommodation. Any other criminal matters should be referred to the Western Australian Police.</p>
<p><u>Rubbish</u></p> <p>Concerns raised regarding the storage and disposal of rubbish as the owner of the property does not frequently visit the unit and the bins are not being put out for collection.</p>	<p>It is the landowners responsibility to ensure that bins are on the verge for collection. The applicant has stated that the property is inspected and bins are regularly put out for collection.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<p><u>On-Going Breaches, Issues and Complaint Management</u></p> <ul style="list-style-type: none"> <li>The landowners contact number has not been made available to the strata.</li> <li>Submitter alleges that there have been a number of breaches and non-compliances with the proposed management plan including:               <ol style="list-style-type: none"> <li>More than six guests have been permitted to stay at the unit;</li> <li>Smokers at the front of the unit on the weekend; and</li> <li>Use of the courtyard area late at night.</li> </ol> </li> </ul>	<p>The applicant has provided a Management Plan and House Rules in accordance with City's Policy No. 7.4.5 – Temporary Accommodation. Should the development be approved a condition has been recommended to ensure the development is compliant with the Management Plan and the House Rules. Should any breaches occur, the City is able to investigate and undertake any necessary compliance action.</p>
<p><u>Complaints Management</u></p> <p>Strata does not have the applicant's mobile phone number. This was the applicant's initial offer as a suggestion for if/when a disturbance should.</p>	<p>Noted. The applicant has stated in the Management Plan that the contact details of the landowner and a secondary caretaker are available.</p>
<p><u>Strata Approval</u></p> <ul style="list-style-type: none"> <li><i>"Strata allowed the applicant to continue the operation on the provisos that his application with the CoV be lodged immediately (which did not occur for a lengthy period), and that if there was a reported disturbance, it would be immediately discontinued. No approval has been given by the CoV as it's obviously still in the public comment stage, and at the time of writing this submission, the applicant will be requested in accordance with the Strata's proviso, to immediately discontinue the operation due to the above-mentioned complaints being received."</i></li> <li><i>"It was also discussed at this meeting that the members of the Council of Owners were not in support of him running the business in the complex, however we were prepared to support him for a trial period if he ceased advertising for 8 guests and changed his advertisement to 6 guests. This number is in keeping with the CoV's guidelines. Again he was aware of the stipulated number of guests by CoV and immediately made the change. However, in January it was brought to the attention of the Council of Owners that he had reverted his number of guests back to 8, breaking our agreement and the CoV guidelines. It is still currently advertised as accommodating 8."</i></li> </ul>	<p>Noted. It is considered that the proposal is capable of satisfying the objectives of the City's Policy No. 7.4.5 – Temporary Accommodation. As discussed above, the applicant has provided a Management Plan and a Code of Conduct which satisfy the City's requirements. In light of this, it is considered that the proposal is capable of being supported without the Council of Owners consent.</p> <p>Any discussions and/or arrangements between the applicant and the strata are unrelated to the determination of this development application which is required to be assessed in accordance with the City's planning framework.</p> <p>A condition is recommended to limit the number of guests to six in accordance with the City's Policy No. 7.4.5 – Temporary Accommodation.</p> <p>It is important to note that Council approval of this application does not impact the ability of the Council of Owners to take action in accordance with the <i>Strata Titles Act 1985</i> and/or the associated by laws.</p>
<p><u>Loitering</u></p> <p>The submitter alleges that there have been instances of loitering in front of the premises and the entrance.</p>	<p>Noted. It is unclear whether this allegation relates to the prior use of the premises for Short Term Dwelling or other events notwithstanding, any criminal activity should be reported to the Western Australian Police who can investigate and take any necessary action.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<u>Impact on Strata Complex</u> <ul style="list-style-type: none"><li>• The proposal will adversely impact on the harmonious environment within the complex.</li><li>• The layout of the unit results in windows to living area being opened into the main common area of the <u>complex</u>.</li></ul>	<p>Noted. The proposal is capable of meeting the objectives of the City's Policy No. 7.4.5 – Temporary Accommodation. The proposal is also consistent with the objectives of the Mixed Use zone. The applicant has provided a Management Plan and House Rules in accordance with City's Policy No. 7.4.5 – Temporary Accommodation. In light of this, it is considered that the proposal is capable of being approved in this location.</p> <p>The unit can be entered directly from Robinson Avenue with parking bay being located immediately in front of the unit. This is considered to reduce the potential impact on the strata complex.</p>

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

**Summary of Submissions:**

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

Comments Received in Support:	Applicant's Comment:
<p><u>Land Use</u></p> <ul style="list-style-type: none"> <li>Perth can only benefit from a well-run accommodation sources that gives travellers options in regards to cost, location and accommodation types.</li> <li>Supports the diversity in accommodation types in the City of Vincent, which is not heavily invested with hotels, but offers many attractions for tourists.</li> <li>Experienced short-stay managers should be supported to assist Vincent to diversify accommodation options and economic activation by tourist expenditure.</li> </ul>	<ul style="list-style-type: none"> <li>As an active member of the Holiday Rental Industry Association (HRIA) I am aware of the positive impacts that a well ran short-term rental can have on a city and its economy.</li> </ul>
Comments Received in Objection:	Applicant's Comment:
<p><u>Land Use</u></p> <ul style="list-style-type: none"> <li>Submitter alleges that the proposal has been in operation since circa October 2017 without any approval.</li> <li>The proposal has been advertise to host up to eight people however, the units is designed to sleep two adults and two to three children at most.</li> </ul>	<ul style="list-style-type: none"> <li>I commenced short-term leasing in October and have run a very well operated property while I am away at work. This is also my home I live in while I am not away working. During this time, I have never created any disturbance to anyone from the strata or neighbouring real estate.</li> <li>The property is 203m2, the number of guests is relevant to the amount of beds within my 3 bedrooms.</li> </ul>
<p><u>Advertising</u></p> <p>The applicant was required to erect a sign notifying surrounding landowners of the proposal during the community consultation and this sign was not erected.</p>	<ul style="list-style-type: none"> <li>The advertising requirements were met, and received by the City of Vincent.</li> </ul>
<p><u>Car Parking and Traffic</u></p> <ul style="list-style-type: none"> <li>There is one car parking bay for the unit and this causes parking issues when there are multiple adults with more than one vehicle staying the premises.</li> <li>On-going parking issues causing obstruction to the footpath and common property. Previous issues have occurred whereby the access to the complex was obstructed from cars and residents not being able to enter the complex.</li> <li>There are existing car parking issues on the road network surrounding the subject site.</li> <li>The management plan states that there are two car parking bays however, the submitter alleges that there is only one bay as the garage remains locked for security.</li> </ul>	<ul style="list-style-type: none"> <li>My unit is a two car bay unit, however I have only ever had bookings with 1 vehicle so far. Any other vehicles have not been associated with my bookings at my property.</li> <li>There has only been 1 complaint made and that was of a parking obstruction. I hosted a guest for her wedding day and they had a wedding vehicle parked in a position that partially obstructed the driveway for 10 minutes, while the mature group of people took wedding day pictures at the front of the house and around vehicle before heading to the wedding. This was a Saturday morning and does not class as a "disturbance or loitering".</li> <li>Existing issues of parking on road ways in the City of Vincent have no relevance to my proposal.</li> </ul>



**Summary of Submissions:**

Comments Received in Objection:	Applicant's Comment:
<ul style="list-style-type: none"> <li>The proposal will result in increased traffic in the locality.</li> </ul>	<ul style="list-style-type: none"> <li>The garage is locked when not in use. As previously stated I have not had anyone book the property with 2 vehicles and have always offered the front bay to these guests with 1 car.</li> <li>This proposal will obviously have no effect on local traffic. It is just a home like any other residence in the City of Vincent.</li> </ul>
<u>Noise</u> <ul style="list-style-type: none"> <li>There are on-going noise issues from the short term dwelling as a result of too many people at one time.</li> <li>On-going issues with noise as a result of parties on weekends.</li> </ul>	<ul style="list-style-type: none"> <li>No complaint of noise has ever been made. Noise levels do not differ to those of any other home in the City of Vincent. There has never been anything remotely close to a party in my property. It's quite clear that these neighbours concerned would have lodged complaints instantly if this was ever the case. My house rules stipulate "no parties" and have been followed.</li> </ul>
<u>Safety</u> <p>As long as someone is able break a code of conduct, there will be threats to the security of residents, and having a digital keypad is not fail-proof. Losing a bond after an event is not a guaranteed deterrent, and other people finding out a code is always a possibility. The fact that there is a wall at the rear of the property which can easily be climbed over to give access to the complex, is of concern.</p>	<ul style="list-style-type: none"> <li>My front door lock is a high-end secure device. The deadbolt security lock is operated by a 7-digit code changed on a fortnightly basis. My choice of door lock on my home is of no concern or business to any of my neighbours. No cases of anything remotely close to a security threat has ever occurred or been reported by these neighbours. The lay out of my home is perfect for short-term leasing as it has absolutely no effect on neighbours, no shared facilities and only one exit and entry straight onto the streets of Northbridge.</li> </ul>
<u>Rubbish</u> <p>Concerns raised regarding the storage and disposal of rubbish as the owner of the property does not frequently visit the unit and the bins are not being put out for collection.</p>	<ul style="list-style-type: none"> <li>I am a FIFO worker so of course I am not always home to put my bins out every week. In conjunction with my cleaner, I manage my own rubbish just like any of my neighbours manage theirs. My bins live inside my garage and I have full control over my own waste management.</li> </ul>
<u>On-Going Breaches, Issues and Complaint Management</u> <ul style="list-style-type: none"> <li>The landowners contact number has not been made available to the strata.</li> <li>Submitter alleges that there have been a number of breaches and non-compliances with the proposed management plan including:             <ol style="list-style-type: none"> <li>More than six guests have been permitted to stay at the unit;</li> <li>Smokers at the front of the unit on the weekend; and</li> <li>Use of the courtyard area late at night</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>I have supplied my number to the strata at a strata meeting in 2017. We have been in contact numerous times. I also have a nominated 24/7 caretaker while I am away at work.</li> <li>The number of guests has been dictated by the number of beds in my property. I have never had a booking exceeding 6 persons.</li> <li>Strata by-laws dictates that smoking is not permitted inside the building complex so as requested have instructed all guests to smoke outside the front of the property and has zero impact on the complex this way. I'm pleased to see the guests are following my effective code of conduct and the "no smoking" sign on display in my courtyard.</li> <li>No complaints have ever been raised to me regarding any form of noise since commencing short-term leasing in October, Including noise from my courtyard.</li> <li>There are no strata by-laws about using your own courtyard at night, nor is there any opposing short-term leasing.</li> </ul>

**Summary of Submissions:**

Comments Received in Objection:	Applicant's Comment:
<p><u>Complaints Management</u></p> <p>Strata does not have the applicant's mobile phone number. This was the applicant's initial offer as a suggestion for if/when a disturbance should.</p>	<p>- Stata was supplied with my phone number in 2017 at the strata meeting. I have had discussions with neighbours on the phone regarding the internet and other business since moving in back in July 2017.</p>
<p><u>Strata Approval</u></p> <ul style="list-style-type: none"> <li>• <i>"Strata allowed the applicant to continue the operation on the provisos that his application with the CoV be lodged immediately (which did not occur for a lengthy period), and that if there was a reported disturbance, it would be immediately discontinued. No approval has been given by the CoV as it's obviously still in the public comment stage, and at the time of writing this submission, the applicant will be requested in accordance with the Strata's proviso, to immediately discontinue the operation due to the above-mentioned complaints being received."</i></li> <li>• <i>"It was also discussed at this meeting that the members of the Council of Owners were not in support of him running the business in the complex, however we were prepared to support him for a trial period if he ceased advertising for 8 guests and changed his advertisement to 6 guests. This number is in keeping with the CoV's guidelines. Again he was aware of the stipulated number of guests by CoV and immediately made the change. However, in January it was brought to the attention of the Council of Owners that he had reverted his number of guests back to 8, breaking our agreement and the CoV guidelines. It is still currently advertised as accommodating 8."</i></li> </ul>	<p>- As the City of Vincent is aware, this lengthy process involves a lot of research, planning and interaction from both myself and the council. I have been working hard on achieving this approval since it was initially raised to me at the strata meeting.</p> <p>- The number of guests that my property is advertised for is stipulated by the number of beds in my property. I have never accepted a booking of greater than 6 persons.</p>
<p><u>Loitering</u></p> <p>The submitter alleges that there have been instances of loitering in front of the premises and the entrance.</p>	<p>- The alleged isolated incident of "loitering" was a group photo of a wedding party in the middle of the day on a Saturday. Given the time of day and the Northbridge location, this is far from a disruptive event.</p>

**Summary of Submissions:**

Comments Received in Objection:	Applicant's Comment:
<u>Impact on Strata Complex</u> <ul style="list-style-type: none"><li>• The proposal will adversely impact on the harmonious environment within the complex.</li><li>• The layout of the unit results in windows to living area being opened into the main common area of the complex.</li></ul>	<ul style="list-style-type: none"><li>- This proposal or anything that happens in my home is of no concern or issue to any residents of the City of Vincent.</li><li>- In alignment with any house in the City of Vincent, my home does have windows and doors. The neighbours making these statements also have the exact same layout and we all live in a "harmonious" environment.</li><li>- In summary I would like to advise the council that absolutely no complaints were ever raised to myself or the council prior to the neighbours receiving the letter from City of Vincent providing them with an opportunity to comment on my proposal. The neighbours have taken this opportunity and then fabricated a back dated "complaint" about the wedding day "disturbance" that occurred some weeks before. It's a perfect circumstance for vindictive neighbours with no real grounds for complaint to contact the council in a last-minute bid to hinder my application. Given the unsubstantial nature of this isolated complaint, it is quite clear that if any real instances of disturbance ever did occur, the neighbours would have certainly generated complaints to myself and the City of Vincent.</li></ul>

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

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

## APPENDIX 2 – PARKING MANAGEMENT PLAN FRAMEWORK

<u>Owner/Applicant Details</u>	
Name:	JASON EDWARDS
Address:	2/18 ROBINSON AVE, PERTH
Phone:	Landowner Contact Details Concealed for Privacy
Email:	
Applicant Signature:	

<u>Property Details</u>	
Lot Number:	2
Address:	2/18 ROBINSON AVE, PERTH 6000

### Parking Allocation:

The following table should be prepared for inclusion in this Parking Management Plan to outline the parking available for the different users of this development application.

<u>Parking Allocation</u>	
Total Number Car Parking Spaces:	2.
Total Number Short Term Bicycle Parking Spaces:	(BIKES CAN BE PARKED IN COURTYARD)
Total Number Long Term Bicycle Parking Spaces:	// //
Total Number Other Bays:	NA.
	STREET PARKING AVAILABLE.

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
E.g. Private Recreation Town Centre	Staff	Employee (> 3 hours)	2	1	-
	Customers	Visitor (< 3 hours)	7	2	-
	Other	Service (15 minute)	-	-	1
	Other	Disabled	-	-	1
SHORT TERM RENTAL (HOUSE)	OCCUPANTS	PERMANANT PRIVATE BAYS	2	REAR COURTYARD	STREET.

Note: In a mixed use development the parking allocation for residential and non-residential portions must be provided separately in the above table.

#### Alternative Transport:

The following table should be prepared for inclusion in this Parking Management Plan to outline the alternative transport options available to users of this development application.

Transport Option	Type & Level of Service
Public Transport	
Train	WALKING DISTANCE TO PERTH TRAIN STATION
Bus	WALK TO PERTH STATIONS. MULTIPLE BUS ROUTES IN CLOSE PROXIMITY-

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CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Pedestrian	
Paths	ALONG FRONT OF PROPERTY.
Facilities	
Cycling	
Paths	ALONG FRONT OF PROPERTY AND ALL SURROUNDING STREETS
Facilities	
Secure Bicycle Parking	THROUGHOUT SURROUNDING STREETS, INSIDE REAR OF HOME
Lockers	INSIDE HOME
Showers/Change Room	INSIDE HOME.

**Public Parking:**

Identify the number of on street and off street public parking in the vicinity in the following table.

	No. Marked Spaces	Location	Parking Restrictions
On Street Parking		ROBINSON AVE STREET PARKING	1 HOUR MON-FRI NO RESTRICTIONS ON WEEKENDS
Off Street Parking		PUBLIC CAR PARKS BEAUFORT ST, PERTH CBD	FREE AND PAID PARKING.

**Parking Management Strategies**

**Determination Advice Notes:**

1. This approval relates to a change of use from Grouped Dwelling to Unlisted Use (Short Term Dwelling) and shall operate in accordance with the definition of Short Term Dwelling as defined in the City's Policy No. 7.4.5 as the following:  
  
*'Short Term Dwelling means the provision of temporary accommodation, lodging or boarding within a residential dwelling for a maximum of six (6) persons, inclusive of the keeper if they reside at the dwelling, for a continuous period of less than six (6) months within any twelve month period.'*
2. A separate application for approval will be required for any proposed change or addition of a different category of Temporary Accommodation under the City's Policy No. 7.4.5 to that approved under this approval.
3. This is a development approval issued under the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
4. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
5. Any new signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application and all signage shall be subject to a Building Permit application, being submitted and approved prior to the erection of the signage.
6. The applicant and owner are advised that sufficient parking can be provided on the subject site and as such the City of Vincent will not issue a residential or visitor car parking permit to any owner or occupier of the Short Term Dwelling under Policy No. 3.9.3 – Parking Permits. This information should be provided to all prospective purchasers and it is recommended that a notice be placed on Sales Contracts to advise purchasers of this restriction.

**5.2 NO. 462 (LOT 2; D/P: 3824) BEAUFORT STREET (CORNER OF BROOME STREET) HIGHGATE - PROPOSED AMENDMENT TO CONDITION OF APPROVAL - SIGNAGE AND PAID CAR PARK TO SHOP**




**TRIM Ref:** D18/84459

**Author:** Kylie Harrison, Senior Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Previous Planning Approval - 20 December 2011 [↓](#) 
3. Attachment 3 - Revised Landscaping and Car Park Layout Plan [↓](#) 
4. Attachment 4 - Parking Management Plan [↓](#) 

#### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application to amend the approval period for a Paid Car Park at No. 462 (Lot 2; D/P: 3824) Beaufort Street, corner of Broome Street, Highgate for development approval 5.2011.235.1 granted by Council on 20 December 2011, subject to the following conditions:

1. All other conditions, requirements and advice notes detailed on the development approval 5.2011.235.1 granted on 20 December 2011 included in Attachment 2 continue to apply to this approval, with the exception of the following:

**1.1 Condition 3.1 is amended as follows:**

*“The approval for the fee paying car park is valid for a period of five (5) years only with the approval expiring on 24 July 2023, following which the use shall revert back to a non-fee paying car park.”*

**1.2 Condition 3.4 is amended as follows:**

*“The operating hours of the eighteen (18) paid car parking bays are 7.00am to 10.00pm Monday to Thursday and 7.00am to 12.00pm Friday and Saturday.”*

- 1.3 That the nominated tree species (*Robinia pseudoacacia*) be replaced with *Platanus orientalis* (Oriental Plane) and be planted in the three locations as shown on the revised Landscaping and Car Park Layout Plan included as Attachment 3, as well as the proposed weekly hand watering system being implemented to the City's satisfaction, and shall be maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers.

#### PURPOSE OF REPORT:

To consider an application for development approval for amendments to two conditions of the previous approval (development approval 5.2011.235.1) for signage and a paid car park to shop (pharmacy). The two conditions in the previous approval proposed to be amended are as follows:

- “3.1 The approval for the fee paying car park is valid for a period of five (5) years only, following which, the use shall revert back to a non-fee paying car park;
- 3.4 The operating house of the eighteen (18) paid car parking bays are 7.00am to 10.00pm Monday to Thursday and 7.00am to 12.00pm Friday to Saturday.”



**PROPOSAL:**

The application proposes to extend the existing approval period for five years for the operation of a paid car park facility at No. 462 Beaufort Street (corner of Broome Street), Highgate (subject site) (as shown in **Attachment 1**).

Approval for the paid car park use was granted on 20 December 2011 and was valid for a period of five years (refer to **Attachment 2**). The approval for the paid car park use lapsed on 20 December 2016. There are no changes proposed to the approved plans dated 20 December 2011 with the exception of:

- Additional information being provided to comply with Condition 5.2 of the previous approval in relation to shade trees reflected in a plan showing the location, species and proposed watering system (refer to **Attachment 3**); and
- Confirmation of allocated bays (seven) for the pharmacy use on-site as required by Condition 2.4 of the previous approval.

The car park was approved to operate as a fee paying car park for 18 of the 25 car parking bays located on the subject site. Seven of the car bays were required under the previous approval to be allocated specifically for use by customers and employees of the pharmacy between 7:00am to 10:00pm Monday to Sunday.

The applicant also noted in their supporting submission for this proposed amendment that there was a typographical error in Condition 3.4 of the previous approval relating to operating times. Specifically, the operating hours for the fee paying car park read as '7:00am to 12:00pm' for Fridays and Saturdays, rather than '7:00am to 12:00am'. In this way, the applicant is seeking the hours of operation to be corrected as part of this application as follows:

- Monday to Thursday and Sunday: 7:00am to 10:00pm;
- Friday and Saturday: 7:00am to 12:00am

There are no changes to operating hours of the paid car park aside from this.

A parking management plan has been submitted as part of this application and provides an overview in relation to parking arrangements (refer to **Attachment 4**).

**BACKGROUND:**

<b>Landowner:</b>	Michael Ronald Hopkins / Braxton Pty Ltd
<b>Applicant:</b>	Rowe Group
<b>Date of Application:</b>	12 April 2018
<b>Zoning:</b>	MRS: Urban LPS2: Commercial
<b>Built Form Area:</b>	Activity Corridor
<b>Existing Land Use:</b>	Car Park and Shop (Pharmacy)
<b>Proposed Use Class:</b>	Car Park: "D"
<b>Lot Area:</b>	1083m <sup>2</sup>
<b>Right of Way (ROW):</b>	Not Applicable
<b>Heritage List:</b>	Not listed

The subject site is located on the corner of Beaufort Street and Broome Street, Highgate. The total area of the subject site is 1083 square metres. The subject site currently contains a pharmacy and car park with associated landscaping and footpaths.

Council at its Ordinary Meeting on 27 September 2011 resolved to conditionally approve an application for proposed signage and paid car park to the existing shop (pharmacy). The applicant contested a number of the conditions imposed as part of the approval granted on 27 September 2011 through an appeal to the State Administrative Tribunal (SAT). In relation to the term of approval for the paid car parking, this appeal included Condition 6 of the approval as follows:

- "6. *PRIOR TO THE FIRST USE OF THE FEE PAYING CAR PARK ON-SITE, the owner(s) shall enter into a legal agreement with the City and lodge an appropriate assurance bond/bank guarantee of \$1750 =, that addresses the following undertaking to the satisfaction of the City, that the part fee paying car park shall cease within five (5) years with the expiry date being 27 September 2016. The legal agreement*

*shall be secured by a caveat on the Certificate(s) of Title of the subject land. The legal documentation shall be prepared by the City's solicitors or other solicitors agreed upon by the City. All costs associated with this condition, including the cost of the City's solicitors checking the documentation if prepared by the other solicitors, shall be borne by the applicant/owner(s);".*

The applicant was of the view that the condition was unnecessary and superfluous, as the five (5) year term of approval for the paid parking was set out in Condition 3.1 of the approval. Subsequently, Council reconsidered the matter and resolved at its Ordinary Meeting on 20 December 2011 to conditionally approve the application for proposed signage and paid car park to existing shop (pharmacy). As part of this decision, it was resolved by Council to remove Condition 6 as detailed above.

The paid car parking was proposed by the applicant as a means to stop illegal parking occurring on the site. The applicant advised that given the site's strategic location within the Beaufort High Street, the prevalence of illegal parking on-site to service other uses within the vicinity was creating a car parking issue for the existing pharmacy. The paid car park has been managed by a private operator.

It is noted that the paid car parking use has continued to operate following 20 December 2016, being the expiration of the five year approval period. The City brought the matter to the attention of the landowner and the applicant has subsequently sought to amend the terms of the previous approval to enable the continuation of the paid car park use.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓

### Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
Local Planning Scheme No. 2	
'P' Use	Car Park 'D' Use

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the Comments section below.

## CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days commencing on 25 May 2018 to 7 June 2018. Community consultation was undertaken by means of written notifications being sent to surrounding landowners (as shown in **Attachment 1**) and a notice on the City's website. At the conclusion of the community consultation period, no submissions were received.

### Design Advisory Committee (DAC):

Referred to DAC: No

The proposal relates to a land use issue and does not involve any proposed built form development.

**LEGAL/POLICY:**

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

**Delegation to Determine Applications:**

This matter is being referred to Council as the proposal was previously determined by Council and the application is seeking an extension of time to the previous approval.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment

- 1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Land Use

The subject site is zoned Commercial under LPS 2 and is located in the Activity Corridor area under the City's Policy NO. 7.1.1 – Built Form. The maximum number of storeys permissible in this built form area is six storeys with a nil setback on primary and secondary streets for the first three storeys. The existing pharmacy with associated 25 parking bays is a single storey retail development, with the building located in the south-eastern corner of the site. It is noted that future redevelopment of the site will be required to reflect the City's desired built form and scale ultimately intended for this location under Policy No. 7.1.1 – Built Form. Notwithstanding this, the subject application relates to the paid car parking of this existing development only.

The proposal to use 18 of the existing 25 car bays on the subject site for five years as paid car parking is considered acceptable and will not have a detrimental impact for the following reasons:

- Condition 3.3 of the previous approval is as follows:
  1. *"The paid parking is subject to the operation of the existing pharmacy. Should the pharmacy use cease, or the property be sold, the paid parking situation shall also cease operation and all associated signage and pay machines shall be removed within twenty-eight (28 days)."*
  2. This effectively ties the paid car parking use to the operation of the existing pharmacy and means that once the pharmacy use ceases, as will the paid parking.
- It is not anticipated that the paid car parking will become a long term commercial use given the attractiveness of the site for redevelopment. In this way and should the future planning for the site progress within the term of the five (5) years approval for the paid car parking, it is anticipated that the landowner will seek to optimise the development potential for this site and develop the site consistent with the desired built form for this area.

- The existence of this land use and the five year approval being sought does not preclude or prejudice the land from being redeveloped for a more intensive Commercial land use if the landowner chooses to do so.
- The application does not propose any changes to the existing built form and therefore does not detrimentally affect the existing amenity of the site.
- No objections were received during the advertising of this application and there have been no complaints about the car parking land use in the time period in which the car park has been operating.

On this basis, the continuation of the land use, while not representative of the built form and scale the City ultimately intends in this location, is considered to be a suitable interim use, and the proposed time extension to the existing approval for a further five years for the paid car park use should be supported.

#### Typographical Error in Condition 3.4 of Previous Approval

It is acknowledged that the previous approval had a typographical error in relation to the operating times for the car park on Fridays and Saturdays, denoting the closing time for the car park on these two days as being "12:00pm". It is recommended that this error should be rectified and the condition be amended to reflect the closing time of "12:00am" should the approval be granted.

#### Landscape and Car Park Layout Plan

As part of this application seeking an extension of time to the approval period for the paid car park land use, the applicant has taken the opportunity to demonstrate compliance with Conditions 2.4 and 5.2 of the previous approval. Specifically, these conditions related to:

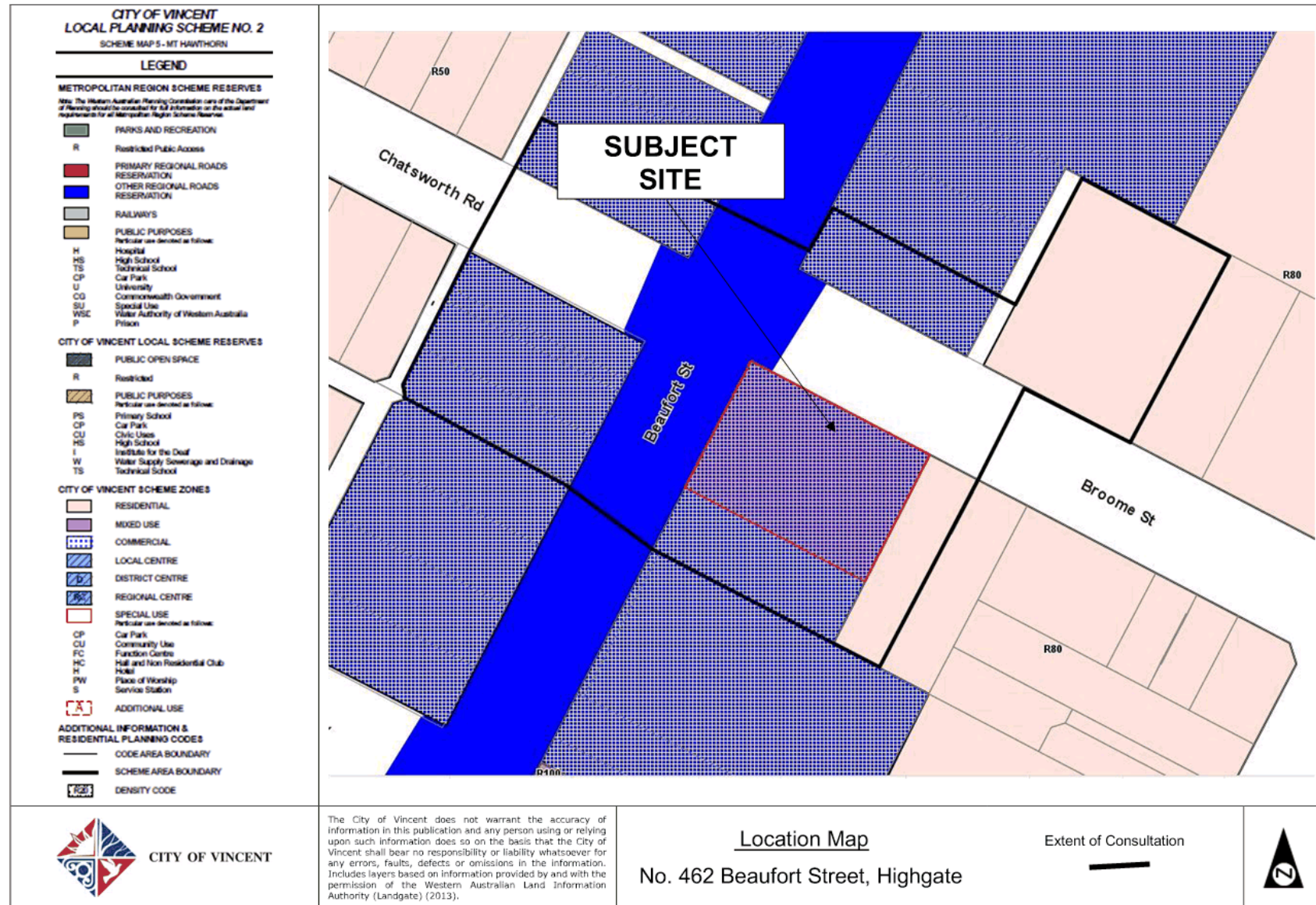
- The provision of a seventh car bay that is solely dedicated for the existing shop (pharmacy) and not subject to parking fees; and
- The provision of three shade trees being provided in the open car parking area, including detailing the tree species and proposed watering management system.

These matters are reflected in the revised Landscaping and Car Park Layout Plan submitted to the City and as contained in **Attachment 3**. The car parking layout denotes a seven car parking bays being allocated solely for the existing pharmacy use. The information provided with respect to the shade trees was referred to the City's Parks Services for comment and it was recommended that the landscaping plan be revised to indicate replacement of the nominated tree species of *Robinia pseudoacacia* (Robinia) with the recommended tree species of *Platanus orientalis* (Oriental Plane) in the three locations noted on the plan. With respect to the watering system of hand watering, Parks Services also noted that this will be acceptable provided that a weekly schedule be put in place as proposed. In lieu of the trees not being hand watered on a weekly basis, Parks Services recommended that the trees be placed on a reticulation scheme.

The Landscaping and Car Park Layout Plan submitted is considered to adequately address Conditions 2.4 and 5.2 of the previous approval, provided that a condition be imposed requiring the species of trees to be *Platanus orientalis* (Oriental Plane).

#### Conclusion

In light of the above assessment, it is recommended that the application for development to allow for an extension of time for the existing paid car park land use, the requested correction to the previous condition of approval relating to operating times, and the revised Landscaping and Car Park Layout Plan subject to the requirement to change the nominated species be approved.







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**THIS IS NOT A BUILDING LICENCE**

Fifth Schedule Clause 42

For Office Use Only

Serial No. 5.2011.235.1

**CITY OF VINCENT TOWN PLANNING SCHEME**  
**APPROVAL TO COMMENCE DEVELOPMENT**

**LOT:** 2 D/P: 3824

STRATA LOT: N/A

**PROPERTY ADDRESS:** No. 462 Beaufort Street, HIGHGATE

**OWNER:** M R Hopkins & Braxton Pty Ltd  
PO Box 8305  
PERTH BUSINESS CENTRE  
PERTH WA 6849

Approval to commence development in accordance with the application for City Planning Approval dated 25 January 2011 for Signage and Paid Carpark to Existing Shop (Pharmacy) and the attached plans dated 6 July 2011 was GRANTED in accordance with the provisions of the City of Vincent Town Planning Scheme and the Metropolitan Region Scheme subject to the following conditions:

1. Building

Any new street wall, fence and gate within the Beaufort Street and Broome Street setback areas, including along the side boundaries within these street setback areas, shall comply with the City's Policy provisions relating to Street Walls and Fences;

2. Car Parking

- 2.1 Six (6) car parking bays shall be solely dedicated for the existing shop (Pharmacy) and are not to be subject to parking fees. The six (6) car parking bays shall be used only by employees, tenants, and visitors directly associated with the existing shop (Pharmacy);
- 2.2 The car parking area on the subject land shall be sealed, drained, paved and line marked in accordance with the approved plans prior to the first use of the paid car park and maintained thereafter by the owner(s)/occupier(s) to the satisfaction of the City;
- 2.3 All car parking bays shall comply with the minimum specifications and dimensions specified in the City's Policy No. 3.7.1 relating to Parking and Access and Australian Standards AS2890.1 - "Off Street Parking"; and



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- 2.4 The provision of a 7th car bay offered by the applicant as per the SAT mediation process shall be solely dedicated for the existing shop (Pharmacy) and is not to be subject to parking fees. The 7th car parking bay shall be used only by employees, tenants, and visitors directly associated with the existing shop (Pharmacy);

3. Paid Parking

- 3.1 The approval for the fee paying car park is valid for a period of five (5) years only, following which, the use shall revert back to a non-fee paying car park;
- 3.2 The desired outcome for the site is for mixed use development. If a planning application is submitted, approved and consequently implemented for a mixed use development, this shall take precedence over the paid car parking approval;
- 3.3 The paid parking is subject to the operation of the existing pharmacy. Should the pharmacy use cease, or the property be sold, the paid parking situation shall also cease operation and all associated signage and pay machines shall be removed within twenty-eight (28) days; and
- 3.4 The operating hours of the eighteen (18) paid car parking bays are 7.00am to 10.00pm Monday to Thursday as well as Sunday, and 7.00am to 12.00pm Friday and Saturday;

4. Signage

- 4.1 All signage that does not comply with the City's Policy No. 3.5.2 relating to Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Sign Licence application being submitted and approved prior to the erection of the signage;
- 4.2 The signage shall not have flashing or intermittent lighting; and
- 4.3 All signage shall be kept in a good state of repair, safe, non-climbable, and free from graffiti for the duration of its display on-site;

5. PRIOR TO THE COMMENCEMENT OF THE FEE PAYING CAR PARK, the following shall be completed to the satisfaction of the City:

5.1 Car Parking Layout Plan

A Car Parking Layout Plan and a fully comprehensive Car Parking Management Plan prepared by a duly qualified consultant shall be submitted and approved by the City. The car parking layout shall show dimensioned car parking bays proposed for the paid-parking and those designated to the shop (pharmacy) being in accordance with Australian Standards AS2890 and the City's Parking and Access Policy. The Car Parking Management Plan shall detail the full operation of the fee



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paying car park, addressing matters relating to signage, location of the pay terminal for the ticket entry, internal circulation of motor vehicle traffic within the fee paying car park and the pharmacy, ensuring that there is no spill of cars being banked up along Beaufort and Broome Streets, awaiting entry into the fee paying car park, signage indicating car park being full, signage and number of car bays allocated for pharmacy car parking; and

## 5.2 Shade Trees

The provision of three (3) shade trees (equivalent to one (1) tree per eight (8) car parking spaces) shall be provided in the open car parking area. For the purpose of this condition, a plan detailing the tree species and proposed watering system shall be submitted to and approved by the City's Parks Services;

### ADVISORY NOTE:

ADVISES the applicant that the City of Vincent;

1. is not responsible for the issuing of illegal parking infringements. This on-site consideration will be implemented by the landowner and their relevant car parking agency; and
2. does not support "wheel clamping" as an enforcement method and recommends that an alternative method be used to control the car park.

### NOTES:

**THE RELEVANT ENVIRONMENTAL HEALTH, ENGINEERING AND BUILDING REQUIREMENTS APPLICABLE TO THIS DEVELOPMENT IS CONTAINED IN THE ATTACHMENTS.**

**PLEASE NOTE THAT ANY AMENDMENTS PROPOSED IN THE BUILDING LICENCE APPLICATION PLANS, WHICH DIFFER FROM THE PLANNING APPROVAL PLANS, MAY RESULT IN THE REQUIREMENT FOR A NEW PLANNING APPLICATION TO BE SUBMITTED FOR ASSESSMENT AND DETERMINATION. SHOULD THIS BE THE CASE, THE OWNER/BUILDER/DEVELOPER IS ADVISED TO FACTOR IN AN ADDITIONAL TIME PERIOD INTO THE DEVELOPMENT/BUILDING PROCESS.**

**PLEASE NOTE THAT ANY ADDITIONAL PROPERTY NUMBERING TO THE ABOVEMENTIONED ADDRESS, WHICH IS RESULTANT FROM THIS APPLICATION, IS TO BE ALLOCATED BY THE CITY OF VINCENT AND NO OTHER PARTIES. IT IS RECOMMENDED THAT YOU LIAISE WITH THE CITY'S PLANNING SECTION ON THE ABOVE MATTER, DURING THE BUILDING LICENCE STAGE.**

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PERSON(S), OWNER(S), BUILDER(S) AND DEVELOPER(S) UNDERTAKING DEVELOPMENT/CONSTRUCTION OF ANY KIND ARE HEREBY ADVISED OF A RESPONSIBILITY TO COMPLY WITH THE REQUIREMENTS OF THE DISABILITY DISCRIMINATION ACT 1992. FOR FURTHER INFORMATION ON THIS ACT, ENQUIRIES SHOULD BE DIRECTED TO THE DISABILITY SERVICES COMMISSION ON TELEPHONE NUMBER (08) 9426 9200 OR TTY ON (08) 9426 2325.

SHOULD THE APPLICANT BE AGGRIEVED BY THE DECISION A RIGHT OF APPEAL MAY EXIST UNDER THE PROVISIONS OF THE TOWN PLANNING SCHEME OR THE METROPOLITAN REGION SCHEME.

This approval is valid for a period of TWO years only. If the development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing the development.

DATE OF DECISION: 20 December 2011  
DATE OF ISSUE: 03 January 2012



ACTING MANAGER  
PLANNING AND BUILDING SERVICES

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### ENGINEERING SPECIFIC REQUIREMENTS

**The following requirements are also applicable to the above development, in addition to the actual planning conditions contained in the attached Approval to Commence Development Serial No. 5.2011.235.1:**

- (1) A Road, Verge security bond or bank guarantee of \$1750 payable by the builder shall be lodged with the City prior to the commencement of work of sealing and line marking of the Car Park and be held until all building/development works have been completed and/or any disturbance of, or damage to, the City's infrastructure, including street verge trees, has been repaired/reinstated to the satisfaction of the City's Technical Services Division. An application for the refund of the security bond or bank guarantee must be made in writing. This bond is non-transferable.
- (2) No street verge tree(s) shall be REMOVED. The street verge tree/s is to be RETAINED and PROTECTED from any damage including unauthorized pruning.
- (3) *WITHIN TWENTY EIGHT (28) DAYS OF THE ISSUE DATE OF THE APPROVAL TO COMMENCE DEVELOPMENT*, a car parking layout plan is to be submitted to the City's Technical Services Section showing dimensioned car parking bays proposed for the paid-parking and those designated to the shop (pharmacy) being in accordance with Australian Standards AS2890 and the City's Parking and Access Policy.
- (4) The City accepts no liability for the cost of relocating any services that may be required as a consequence of this development. The applicant/owner(s) shall ensure that all services are identified prior to submitting a Building Licence application and that the cost of any service relocations is to be borne by the applicant/owner(s).
- (5) All pedestrian access and vehicle driveway/crossover levels shall match into existing verge/footpath and Road levels.
- (6) All storm water produced on the subject land shall be retained on site to the satisfaction of the City's Technical Services Division. No further consideration will be given to the disposal of stormwater without the submission of a geotechnical report from a qualified consultant. Plans detailing stormwater disposal shall be lodged prior to the issue of a Building Licence.

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- (7) Resealing of the crossover/s shall be constructed in accordance with the City's Standard Crossover Specification/s which, in particular, **specify that the portion of the existing footpath traversing the proposed crossover**, subject to the existing footpath being in a good condition as determined by the City's Technical Services Division, must be retained such that it forms a part of the proposed crossover and the proposed crossover levels shall match the level/s of the existing footpath. Crossovers may be constructed by a private contractor provided they are constructed in accordance with the above specifications and a security bond of \$275.00 is paid prior to crossover approval. Application for the refund of the bond must be submitted in writing.
- (8) The movement of all path users, with or without disabilities, within the road reserve shall not be impeded during building works. The area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width of 1.5 metres) shall be maintained for all users at all times during construction works. If the safety of the path is compromised by either construction damage or a temporary obstruction then appropriate warning signs (in accordance with AS1742.3) are to be erected. If a continuous path cannot be maintained, temporary pedestrian facilities suitable for all users shall be installed. Prior approval must be obtained from the City's Ranger & Community Safety Services if scaffolding, site fencing or the like is to be erected, or building materials stored, within the road reserve.
- (9) Standard visual truncations, in accordance with the City's policy and/or to the satisfaction to the City's Technical Services Division, are to be provided at the intersection of the road reserve boundary and all internal vehicular access ways to ensure that the safety of pedestrians and other road users is not compromised. Details of all required visual truncations shall be included on final drawings for Building Licence requirements.

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**ENVIRONMENTAL HEALTH SPECIFIC REQUIREMENTS**

The following requirements are also applicable to the above development, in addition to the actual planning conditions contained in the attached Approval to Commence Development Serial No. 5.2011.235.1:

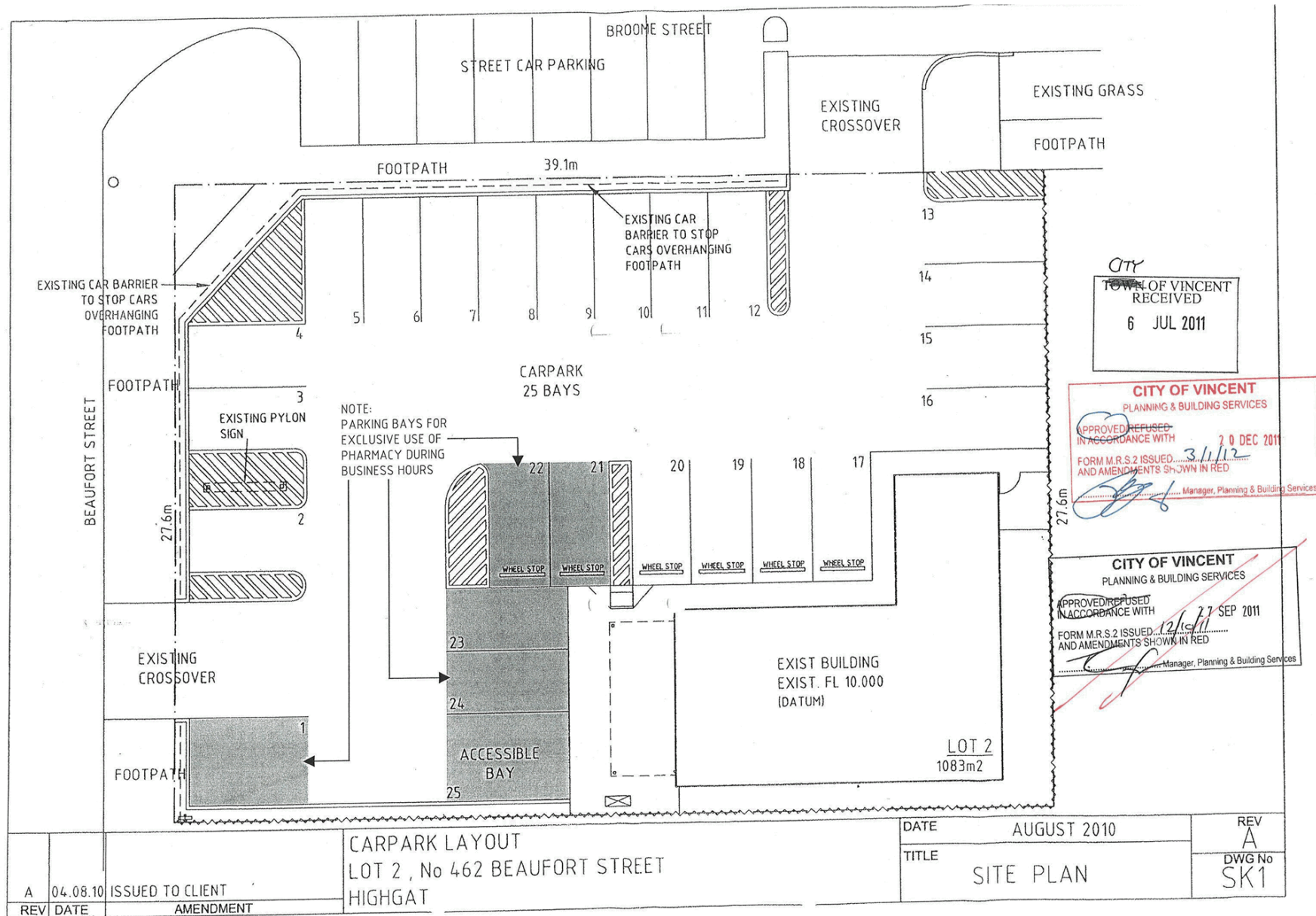
**Conditions**

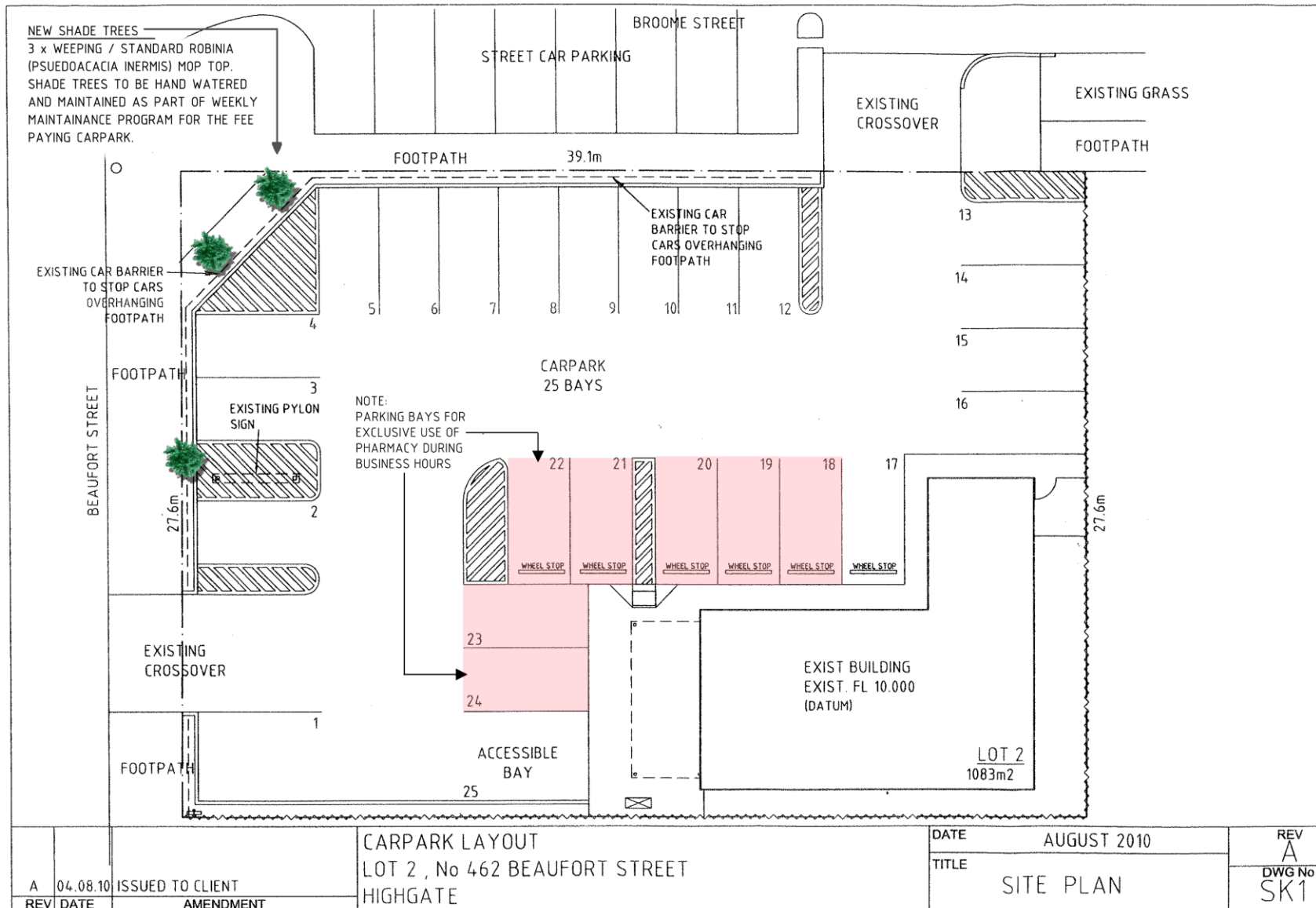
- (1) In accordance with the City of Vincent Health Local Law 2004 and requirements of the Local Government Act 1995 (s.3.25) all **stormwater** shall discharge clear of the building(s) and disposal must not cause erosion, corrosion, or other defects as a result of the method of disposal. If these are likely to occur, then disposal must be into sealed impervious drains, which shall empty into a soakwell (to be located a minimum of 1.8m from footings and boundary fences), or other suitable stormwater scheme. If discharge of water is to surface, it shall not be allowed to flow to adjoining property (publicly or privately owned).
- (2) Sound levels created shall not exceed the provisions of the Environmental Protection Act 1986 and the *Environmental Protection (Noise) Regulations 1997*. All construction work must be carried out in accordance with control of noise practices described in Section Six (6) of AS2436-1981 "Guide to Noise Control on Construction, Maintenance and Demolition Sites"
  - The equipment used for the construction work must be the quietest reasonably available;
  - Construction work is not to commence before 7.00am, or carry on after 7.00pm on Monday to Saturdays;
  - No construction work is permitted on Sundays or Public Holidays.

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

- (3) All mechanical devices/installations (i.e. roller doors, air conditioners, exhaust outlets, pool pumps, compressors etc), to be located in a position that will not result in the emission of unreasonable noise, in accordance with the *Environmental Protection Act 1986* and *Environmental Protection (Noise) Regulations 1997*. Should you be uncertain as to whether compliance will be achieved, it is highly recommended that you contract the services of an Acoustic Consultant, as the City's Environmental Health Officers cannot provide technical advice in this regard. Section 80 of the *Environmental Protection Act 1986* places onus on the installer to ensure that noisy equipment is installed so as not to create unreasonable noise. It is important that you inform mechanical equipment installers of this requirement.









## PARKING MANAGEMENT PLAN

### SUPERCHEM PHARMACY CAR PARK LOT 2 (No. 462) BEAUFORT STREET, HIGHGATE

#### GENERAL OVERVIEW

The parking associated with this management plan is to serve the patrons and tenants of Superchem Pharmacy. In accordance with the approved use of the site, a total of seven (7) bays have been allocated for the exclusive use of the Pharmacy during opening hours, with the remainder of the car bays allocated to the public car parking that is the subject of this management plan.

The car park will operate seven days a week with core trading hours consisting of the following:

Monday, Tuesday, Wednesday and Thursday	7.00am to 10.00pm
Friday	7.00am to 12.00am
Saturday	7.00am to 12.00am
Sunday	7.00am to 10.00pm

In view of the various usage of the open lot car park by the Pharmacy, the car park will be generally open 7 days a week between 7am to 10pm. Out-side these hours, the car park will be closed. These trading hours may be extended to cater for various ad hoc events and activities.

The car park is accessed via existing crossovers on Beaufort Street and Broome Street. There will be a static sign at the crossover to indicate the car park is available to the public. This sign would be visible to motorists approaching the crossover.

#### Customer and Public Parking

The customer car park area entails a total provision of 25 car bays within the site, consisting of 7 bays (including one ACROD bay) for the exclusive use of patrons and tenants of the Pharmacy. These 7 bays are provided free of charge during normal business operating hours (7am-10pm generally). The seven (7) bays allocated for the exclusive use of the Pharmacy are located adjacent to the entrance to the existing building and are to be designated and clearly marked.

The remainder of the bays on site are to be short stay fee-paying bays, with **the intent being to stop long term illegal parking occurring** at the site. Accordingly, these bays shall **be free of charge** to SuperChem customers for the first hour, with the standard rates (listed below) applying thereafter.





The balance of bays will be subject to hourly rate parking charges applicable as indicated below:

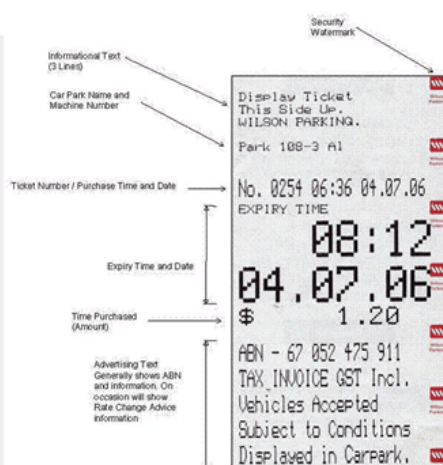
Eg: Proposed Parking Rate Structure

Monday – Sunday

0-1 hour	\$2.00 (1 <sup>st</sup> Hour Free for SuperChem customers)
1-2 hours	\$4.00
2-3 hours	\$6.00
3-4 hours	\$8.00
Max	\$8.00 per day (12 hours parking only)

\* note these rates may change subject to market rate within the area (1km radius)

The public parkers would park their car then purchase a Pay & Display ticket from the Heptronic Pay & Display method of operation. The Pay & Display Station Unit is proposed to be located on existing car barrier within the existing boundaries of the property, at the corner of Beaufort & Broome Streets (See plans provided between bays 4&5).



## Tenant Parking

The two (2) tenant bays are allocated by way of a valid permit displayed on the windscreen. These bays would be clearly marked as tenant bays.



### Disabled Parking

The Pharmacy car park provision includes one (1) disabled bay located at either bay 22 or 25 (whichever the City of Vincent prefers). The provision of disabled bays is in accordance with the Australian Standards. All disabled bays would be clearly marked and set aside for exclusive ACROD use.

**5.3 NO. 12 - 16 CLEAVER STREET, WEST PERTH - PROPOSED CHANGE OF USE FROM WAREHOUSE STORAGE/OFFICE TO RECEPTION CENTRE/EXHIBITION CENTRE/OFFICE/WAREHOUSE STORAGE**








**TRIM Ref:** D18/82892

**Author:** Stephanie Norgaard, Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Location and Consultation Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Development Application Report [↓](#) 
4. Attachment 4 - Car Parking Management Plan [↓](#) 
5. Attachment 5 - Summary of Submissions [↓](#) 
6. Attachment 6 - Applicant's Response to Summary of Submissions [↓](#) 
7. Attachment 7 - Determination Advice Notes [↓](#) 

#### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for the Change of Use from Office/Warehouse Storage to Reception Centre/Exhibition Centre/Office/Warehouse Storage at Nos. 12 – 16 (Lot: 26; D/P: 13767) Cleaver Street, West Perth, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 7:

#### 1. Use of Premises

- 1.1 The development shall be used in accordance with the definition of 'Reception Centre', 'Exhibition Centre,' 'Warehouse Storage' and 'Office' as set out in the City's Local Planning Scheme No. 2;
- 1.2 The number of persons attending the Reception Centre/Exhibition Centre at any one time shall be limited to 100 persons; and
- 1.3 The operating hours of the Reception Centre/Exhibition Centre shall be limited from 5:30pm to 12:00am Fridays and Saturdays and 8:00am to 11:00pm Sundays;

#### 2. Acoustic Report

- 2.1 An Acoustic Report, in accordance with the City's Policy No. 7.5.21 – Sound Attenuation and to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the use of the development. All of the recommended measures included in the approved Acoustic Report shall be implemented as part of the development, to the satisfaction of the City prior to the commencement of the use of the development; and
- 2.2 Certification from an acoustic consultant shall be provided to the City that the recommended measures identified in the approved Acoustic Report have been undertaken to the City's satisfaction, prior to occupancy or use of the development;

#### 3. Venue Management Plan

Prior to the commencement of the Reception Centre/Exhibition Centre use, a Venue Management Plan shall be submitted to and approved by the City. The Venue Management Plan shall detail how the development will operate, including management of patrons before and after attendance at events on the site, and shall address noise and anti-social behaviour to the satisfaction of the City. The premises shall operate in accordance with the approved Venue Management Plan;

#### 4. External Fixtures

All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and where practicable from adjoining buildings; and

#### 5. General

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

### PURPOSE OF REPORT:

To consider an application for development approval for a change of use from Office/Warehouse Storage to Reception Centre/Exhibition Centre/Office/Warehouse Storage for a tenancy located at Nos. 12 – 16 Cleaver Street, West Perth (subject site).

### PROPOSAL:

This application proposes to change the use of the subject tenancy from Office/Warehouse Storage to Reception Centre/Exhibition Centre/Office/Warehouse Storage. The change of use will allow the applicant to host private events and functions.

The Reception Centre/Exhibition Centre is proposed to operate Fridays and Saturdays 5:30pm to 12:00am and Sundays 8:00am to 11:00pm with a maximum capacity of 100 persons. The applicant intends to use the Reception Centre/Exhibition Centre to host creative events for Cleaver Street and Co., which is the applicant's business that is focused on creative industries and supporting local projects in the arts. The Reception Centre/Exhibition Centre will also be available for private rental from the public. The applicant has provided the following examples of the types of events that they intend on hosting:

- Art and photography exhibitions;
- Video and short film screenings;
- Project launches;
- Presentations, talks and workshops; and
- Social events and fundraising nights.

The tenancy has been used as an Office, specifically a shared office and co-working space, and as Warehouse Storage. The applicant uses approximately 20 square metres of the tenancy to store stock for the applicant's coffee shop located at 50 Cleaver Street, West Perth. The applicant intends to continue to use the premises as an Office and Warehouse Storage during the week.

The applicant does not propose any physical works to the exterior of the building. The applicant's development plans are included as **Attachment 2**. The applicant has also provided an application report and parking management plan, which are included as **Attachment 3** and **Attachment 4**, respectively.

### BACKGROUND:

<b>Landowner:</b>	Anita Percudani
<b>Applicant:</b>	Cade Elington
<b>Date of Application:</b>	3 May 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Commercial
<b>Built Form Area:</b>	Mixed Use
<b>Existing Land Use:</b>	Office/Warehouse Storage
<b>Proposed Use Class:</b>	Reception Centre/Exhibition Centre/Office/Warehouse Storage
<b>Lot Area:</b>	1,682m <sup>2</sup> (tenancy 273.2m <sup>2</sup> )

<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is legally described as Nos. 12 - 16 Cleaver Street, West Perth, which comprises of four separate lots (being Lots 26, 27, 102, 103) with a combined area of 4,454 square metres. This application relates to Lot 26 only, which contains four separate premises. Of the four premises located on Lot 26, this application relates to the premises commonly known as No. 14 Cleaver Street, West Perth (the subject tenancy).

The subject tenancy is an existing warehouse which is built boundary to boundary, as shown on the location map included as **Attachment 1**. The site has a single frontage to Cleaver Street to the west and is bound to the north, south and east by warehouses. The broader locality is characterised by a mix of uses including offices/warehouses, vehicle sales and repair premises, recreation centre and a place of worship. The subject site and the surrounding area are zoned 'Commercial' under the City's Local Planning Scheme No. 2 (LPS2).

A 'Warehouse Storage' is a discretionary use within the Commercial zone. The subject site was under the management and control of the City of Perth until 2007. The City was unable to obtain any records of when the site was originally approved or constructed as a warehouse. Notwithstanding this, the applicant has advised that the tenancy has been used as an Office and Warehouse Storage since July 2016 and intends to continue to use the site as an Office/Warehouse Storage. An 'Office' is a permitted use within the Commercial zone under LPS2. In accordance with Clause 61(2)(b) in the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Office component of the development is exempt from development approval.

This application proposes to change the use of the subject tenancy to also permit Reception Centre and Exhibition Centre. It is noted that the applicant sought an approval for a 'Community Hall' in their application, however, the land use is not defined in LPS2. It is considered that the activities intended to be undertaken by the applicant most reasonably falls within the definitions of Reception Centre and Exhibition Centre. This has been discussed with the applicant and support this.

## DETAILS:

### Summary Assessment

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent LPS2. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use		✓

### Detailed Assessment

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

Land Use	
Deemed-to-Comply Standard	Proposal
<b>Local Planning Scheme No. 2</b>	
"P" Use	Reception Centre 'D' Use Exhibition Centre 'D' Use

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the Comments section below.

## CONSULTATION/ADVERTISING:

Community consultation on the proposal was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days from 8 June 2018 to 21 June 2018. The method of consultation being 63 letters mailed to all owners and occupiers of the properties adjoining or adjacent to Nos. 12 – 16 Cleaver Street, West Perth, and the other premises located on Nos. 12 –

16 Cleaver Street, West Perth, as shown in **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation.

The City received two submissions in support of the proposal, two submissions objecting to the proposal and one submission expressing concerns during the community consultation period. The submissions raising concerns and objecting to the proposal raised the following issues:

- Inadequate car parking;
- Anti-social behaviour; and
- Noise generated by the development.

Administration's response to each issue raised during the community consultation period is contained in **Attachment 5** and the applicant's response is provided in **Attachment 6**.

#### **Design Review Panel (DRP):**

Referred to DRP: No

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

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- *Perth Parking Management Act 1999*;
- City of Vincent Local Planning Scheme No. 2;
- Perth Parking Policy 2014; and
- Policy No. 4.1.5 – Community Consultation.

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

#### Local Planning Scheme No. 2 (LPS2)

LPS2 includes the following objectives for the Commercial zone:

- To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City.
- To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.
- To maintain compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.
- To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.

A Reception Centre and an Exhibition Centre are discretionary uses under the LPS2 and requires the Council to exercise discretion when approving the uses.

#### *Perth Parking Management Act 1999*

The subject lot is located within the *Perth Parking Management Act 1999*, which establishes the Perth Management Plan Area and the Perth Parking Policy 2014. The Perth Parking Policy 2014 introduces maximum parking limits to all land located within the Perth Management Plan Area. The City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements does not apply to land located within the Perth Management Plan Area.

The subject lot is located within a 'Category 4' area under the Perth Parking Management Plan 2014, which requires a maximum of 200 car bays per 10,000m<sup>2</sup> of lot area. This means that the subject lot is permitted to provide a maximum of 34 car bays for the four tenancies. The subject lot contains nil on-site car bays, which meets the requirements of the Perth Parking Policy 2014.

**Delegation to Determine Applications:**

This matter is being referred to Council as the development proposes a new 'Reception Centre' and 'Exhibition Centre' and the CEO has not been delegated the authority to determine new 'Reception Centre' and 'Exhibition Centre' land uses.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine an application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment

1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Land Use

The subject site and surrounding area is zoned Commercial under LPS2. The proposal has been considered against the objectives of the Commercial zone as follows:

- The immediate vicinity surrounding the subject site is characterised by a mix of commercial development. This includes warehouse/office, vehicle sales and repair premises, recreation centre and a place of worship. The subject site is located approximately 75 metres south of the closest residential dwellings and separated by Newcastle Street. Based on the established commercial nature of the surrounding development, the development is considered a compatible use for the locality.
- The development will re-use an existing building on-site with minor modifications and upgrades proposed to the interior of the building. The adaptive re-use of an existing building is considered to support sustainable economic development. The development also proposes no alterations to the existing façade of the building, ensuring that the development will maintain the existing streetscape character and amenity of Cleaver Street.

On this basis, the proposal is considered to be consistent with the objectives of the Commercial zone under the LPS2, which envisions a wide range of compatible commercial uses that support sustainable economic development.

Building and Health Considerations

The City's Building Services and Health Services have reviewed the application and provided advice to the applicant on the building permit and public building requirements, should the change of use application be approved. The applicant is aware of the building and health requirements and has advised that the subject site is capable of complying with these relevant requirements.

The development is also considered to be an appropriate scale given the floor area of the tenancy and the proposed number of patrons. The City's Health Services has advised that the proposed floor area of 273 square metres could accommodate up to 200 persons, should the applicant be able to provide a compliant number of exits and bathrooms. Nonetheless, the applicant is seeking approval to accommodate up to 100 patrons and a condition reflecting this has been recommended to be imposed as part of a development approval.

### Car Parking

Submissions received during the community consultation period raised concerns relating to the development's impact on the available on-street car parking. Though the subject site provides nil on-site car bays, this is compliant with the requirements of the Perth Parking Management Plan 2014 which permits nil car parking bays to be provided within the Perth Management Plan Area.

Notwithstanding the development's compliance with the Perth Parking Management Plan 2014, Administration considers that parking availability and alternative modes of transport to the site is adequate based on the following:

- The subject tenancy has access to public transport via the Newcastle Street high frequency bus route, which is located 50m north of the site.
- The subject tenancy has access to approximately 19 on-street car bays located within the immediate vicinity along Cleaver Street. These car bays are subject to time limited parking restrictions between 8:00am to 5:30pm Monday to Friday and 8:00am to 12:00pm Saturday only. This means that the car bays will be unrestricted during the proposed hours of operation.
- A high intensity use of the site is proposed on Friday and Saturday evenings and Sunday day and evening, at the same time as the lowest intensity use of the on-street parking along Cleaver Street. These times are 'off-peak' when most of the businesses in the area are not in operation, with the exception of the nearby recreation centre which operates until 8:00pm.
- Though the Perth Parking Management Plan 2014 does not provide any requirements for long term or short term bicycle bays, the applicant has outlined that there is the opportunity to provide six short term and six long term bicycle bays within the development. This provision of additional bicycle facilities enables staff and patrons to cycle to the site as an alternative mode of transport.

The applicant has also submitted a parking management plan, which is contained in **Attachment 4**.

### Noise

A submission received during community consultation raised concerns relating to the noise impact of the use on the nearby properties. The hours of operation proposed by the applicant will minimise the impact of any noise generated by the development on any nearby commercial properties due to their differing operating hours, whilst the nearest residential dwellings are separated from the site by other commercial tenancies and Newcastle Street. It is also noted that the application does not propose any amplified live music being played from the tenancy. Nonetheless, the development will be required to comply with the *Environmental Protection (Noise) Regulations 1997*. In order to ensure this occurs, a condition is recommended to be imposed in the development approval requiring an acoustic report to be prepared and for any required measures to be implemented prior to the commencement of the use of the development.

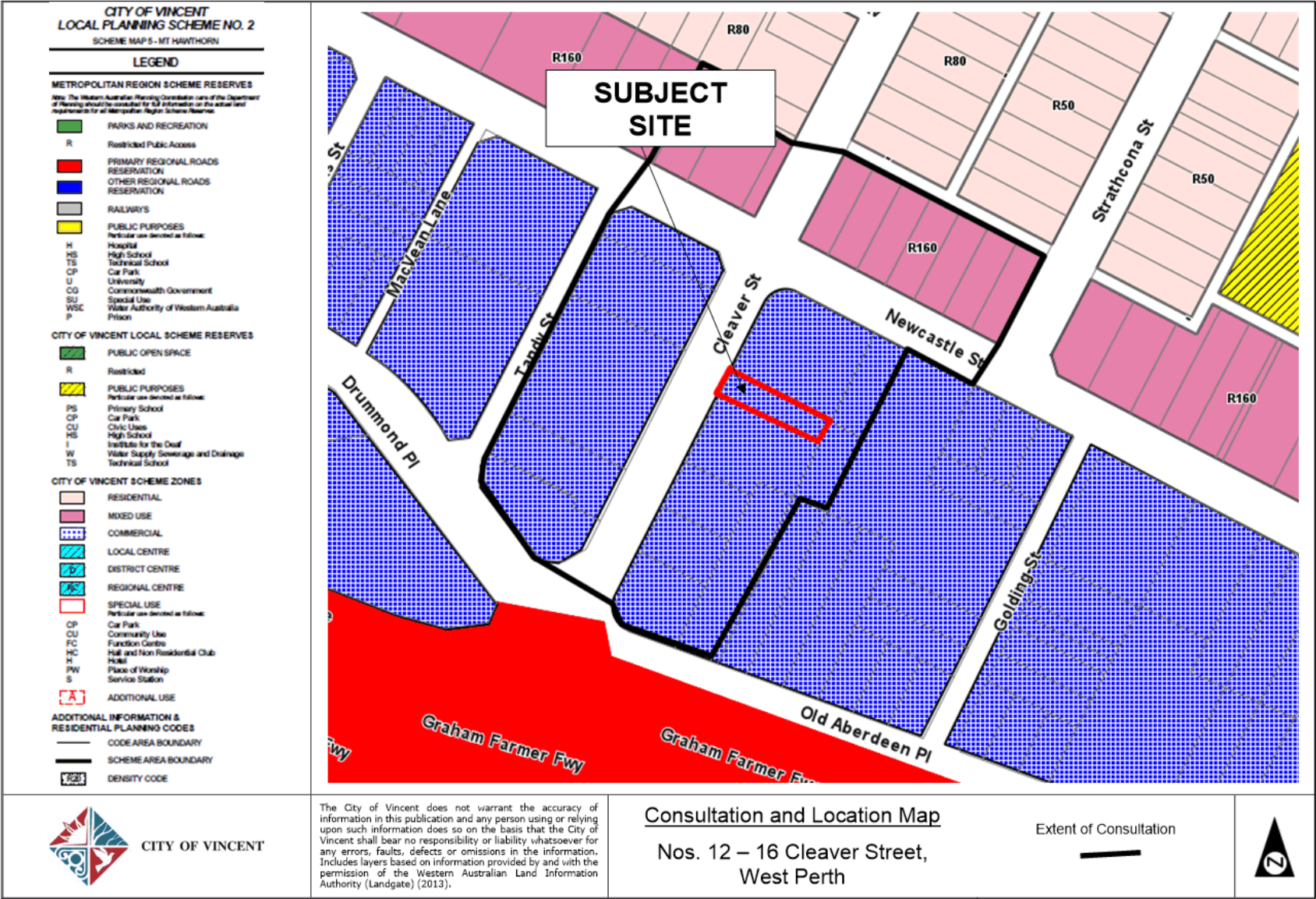
### Anti-Social Behaviour

A submission received during community consultation raised concerns relating to the potential for anti-social behaviour from patrons exiting the development. To assist in managing the 100 patrons that may be in attendance at the tenancy at any one time and that potentially will be exiting the premises at the conclusion of an event, a venue management plan is recommended to be imposed as a condition of development approval. The venue management plan will outline how the operators will manage its patrons before and after attendance at events on the site and to address any anti-social behaviour. The venue management plan is recommended to be provided to the City prior to the commencement of the use of the development.

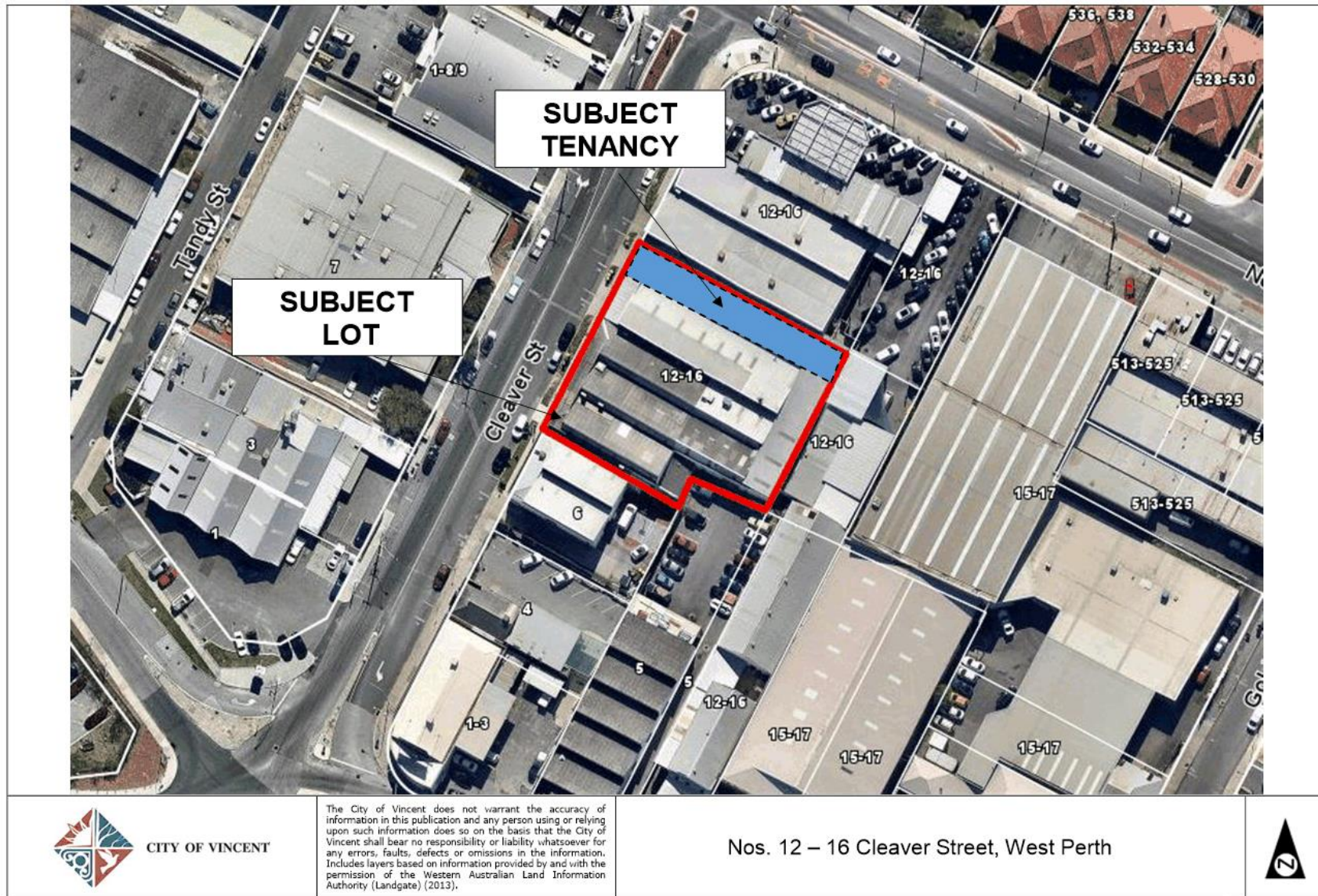
### Conclusion

The proposal is considered to be an appropriate use for the site, given the commercial character of the area, and the re-use of the existing warehouse building. The proposal is consistent with the objectives of the Commercial zone under the LPS2 and the parking requirements of the Perth Management Plan 2014. As such, it is recommended that the application be approved subject to conditions.

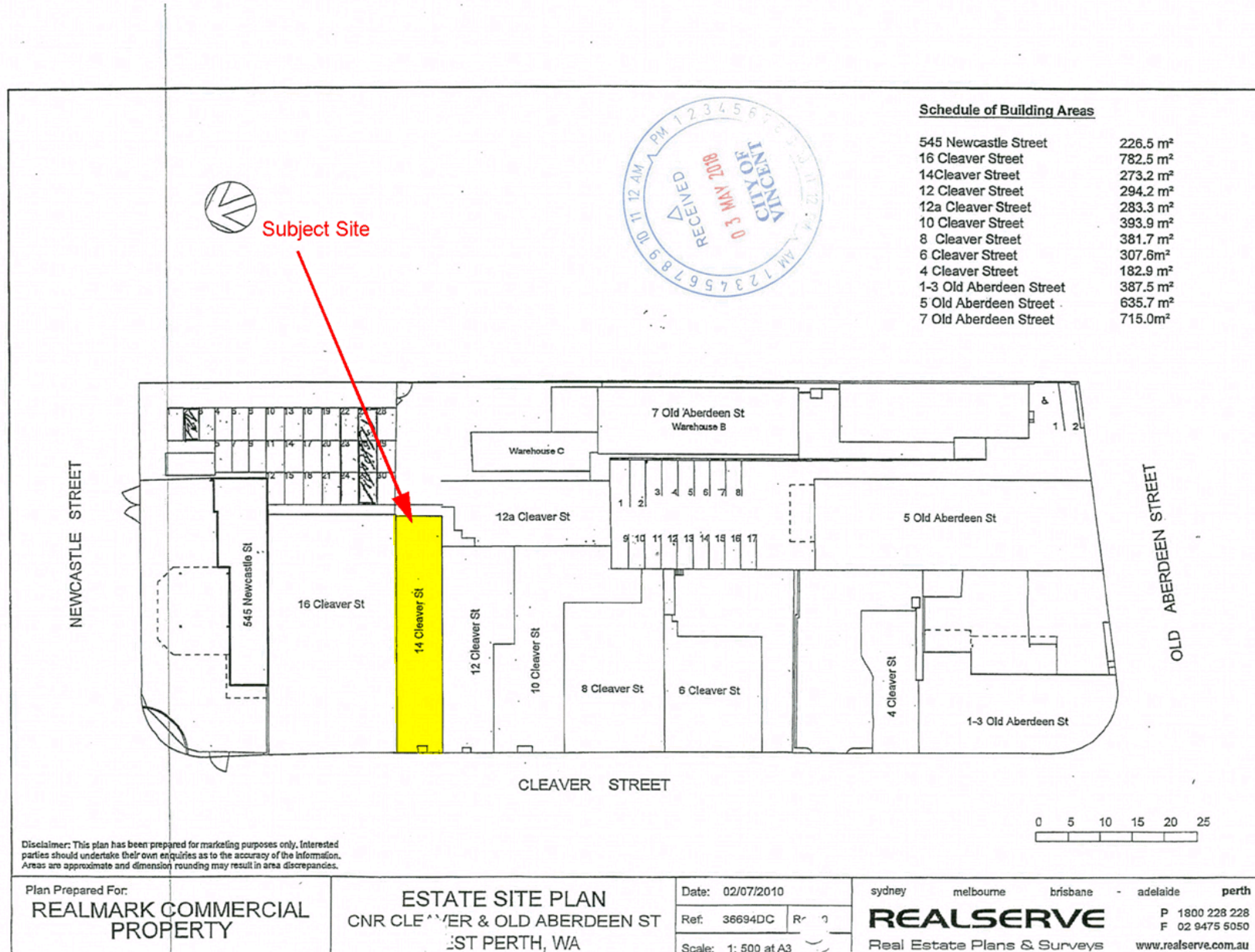


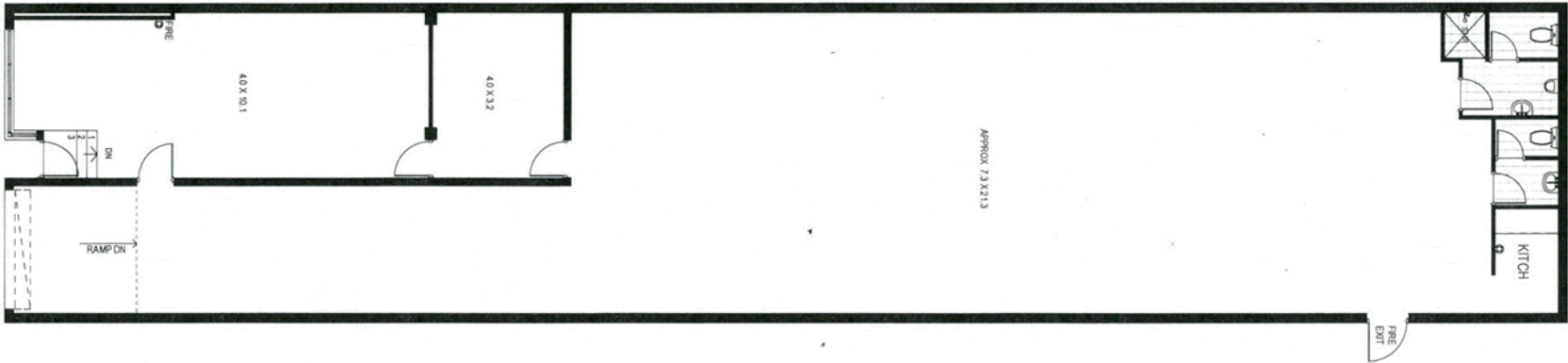












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**APPLICATION FOR CHANGE OF USE FOR  
14 CLEAVER STREET, WEST PERTH**



# APPLICATION FOR CHANGE OF USE FOR 14 CLEAVER STREET, WEST PERTH

Under the business name Cleaver Street and Co., we currently hold a lease on the building at 14 Cleaver Street, West Perth and wish to apply to change the current approved land use to allow us to hold events in our space, which we believe will be a benefit to both our business, the local area and residents of The City of Vincent.

As Cleaver Street & Co., we also own and run The Cleaver Street Coffee Shop at 50 Cleaver Street. We opened the coffee shop in July 2015 and it has since become a well regarded local institution, with an incredibly loyal customer base from the surrounding community who patron the coffee shop every day. It's not uncommon to see many customers there at the same time every morning catching up on their previous day with the staff and other regulars who frequent the shop. With the proposed changes to our building at 14 Cleaver Street, we're hoping to create the same community minded space to bring people together from the local area.

## CURRENT USAGE

Currently the approved land use for 14 Cleaver Street is "office/warehouse". Since becoming the lease-holders of the property in July 2016, the space has been operating as a shared office/co-working space and as a storage space for our coffee shop located at 50 Cleaver Street. At present the space is primarily accessed during business hours during the week and generally has 1 - 10 people in the space on an average day. We're seeking to change the approved land use to "commercial hall" (the suggested applicable land use from our previous meeting with staff from the City of Vincent's Health, Planning and Building departments) and gain a capacity permit of 100 people as a means of holding events in the space to complement our current use as a co-working space.

## PROPOSED CHANGES & DEVELOPMENT

We have been working with a building surveyor over the past 6-12 months to assess the building and advise on the building upgrades that will be required in order to certify 14 Cleaver Street as a public building. We have contractors who have assessed and quoted on upgrades to the building, Such as (but not limited to):

- The addition of a disabled access toilet & washroom to meet our increased capacity
- Applicable emergency lighting & electrical upgrades
- Appropriate disabled access to the site and ammendments to emergency exits.

We're confident that if the change of land use approval is put forward that we will be able to be meet the BCA and health standards and that a certificate of construction compliance can be provided to the City of Vincent's building department.



### INTENDED OPERATION OF 14 CLEAVER STREET - AFTER CHANGE OF USE

Our aim with this application is to change the building's approved land use from office/warehouse to "commercial hall" as a means of running small (less than 100 people) public and private events. These sorts of events of an increased capacity will primarily be held after 5:30 pm and never between the hours of 12:00 am and 6:00 am. We also intend to continue to run 14 Cleaver Street as a shared co-working space during the week, and as such any events of increased capacity will generally be on Friday and Saturday evenings rather than weeknights.

We would expect that some of the functions taking place in the building would be selling or providing liquor and would require a temporary "occasional licence" from the Department of Racing, Gaming and Liquor on the dates these take place.

### EXAMPLES OF POTENTIAL FUNCTION TYPES

- Art & Photography exhibitions
- Video & Short film screenings
- Project launches (fashion, music, product or brand launches)
- Presentations, Talks and Workshops
- Social events
- Fundraiser nights
- Please note these events will not involve amplified live music and we have no intention of becoming a live music venue.

Since taking on the lease, we have been very interested in running these sorts of events in the space as Cleaver Street & Co. is now moving into areas focused on the creative industries and supporting local projects in the arts. Along with the complementary element to our own business, allowing functions such as these creates a vibrant, positive atmosphere in the local area, in disused industrial spaces that would otherwise remain empty.

Along with running our own events we would also be interested in hiring the space out to others to make use of. Since taking over the lease and completely restyling the building at 14 Cleaver (which was previously an aluminium and glass fabrication workshop), we've been inundated with emails from people who have seen photos of the space and have been looking for unique spaces to hold functions such as exhibitions, receptions and launch events. While we've had to decline these requests, it would be great to allow others to make use of a particularly unique space which is quite rapidly disappearing from the Perth landscape.

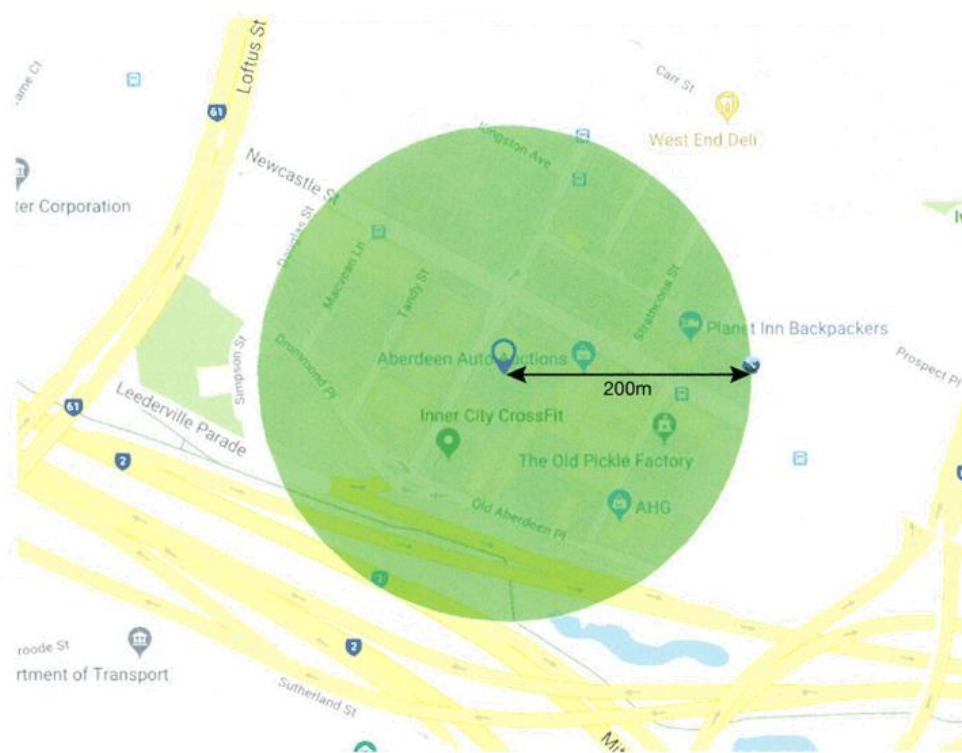
### CAPACITY, PATRONS & STAFF

As previously noted, we are seeking a capacity of 100 people on the premises. The main open area of the building is approximately 200 square metres (total site square meterage of 273.2). As advised by our building surveyor, this floor space could potentially allow for above 200 person capacity limit, however we have modest aims in terms of the kinds of functions we wish to run and a reduced capacity of 100 allows for plenty of space for patrons to move.

There are currently 2 staff members for the space (currently only 1 on site day-to-day). For any functions involving the selling of alcohol, 1-2 RSA approved bar staff will be on site, along with 1 security contractor monitoring both the entrance and the patrons within the building.



### PARKING SURVEY & CONSIDERATIONS



### STREET PARKING AVAILABILITY

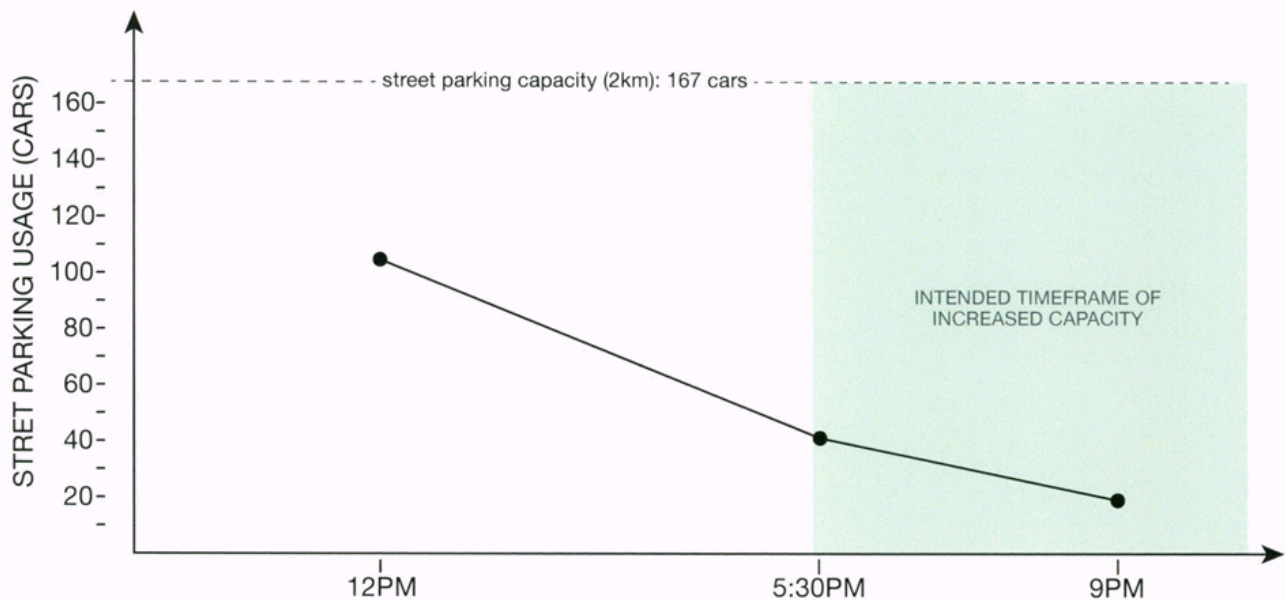
As displayed on the above diagram, within 200 metres of the site at 14 Cleaver Street, there is available street parking bays on Cleaver Street, Old Aberdeen Place, Golding Street, Strathcona Street, Kingston Avenue, Drummond Place and Newcastle Street. The total amount of street parking bay space within this radius is approximately 1,173.8 metres. Taking the standard parallel street parking bay allotment of 7 metres as outlined in AS2890, we're left with an approximate street parking capacity in the immediate area of 167 cars.

These street parking bays are time limited between the hours of 8 am - 5:30 pm Monday to Friday, 8 am - 12 pm Saturdays, and no time limit on Sundays. Our period of increased capacity will be between the hours 5.30pm and 12pm, and typically on weekends, and as such will not impede on the time restrictions placed on these parking areas.



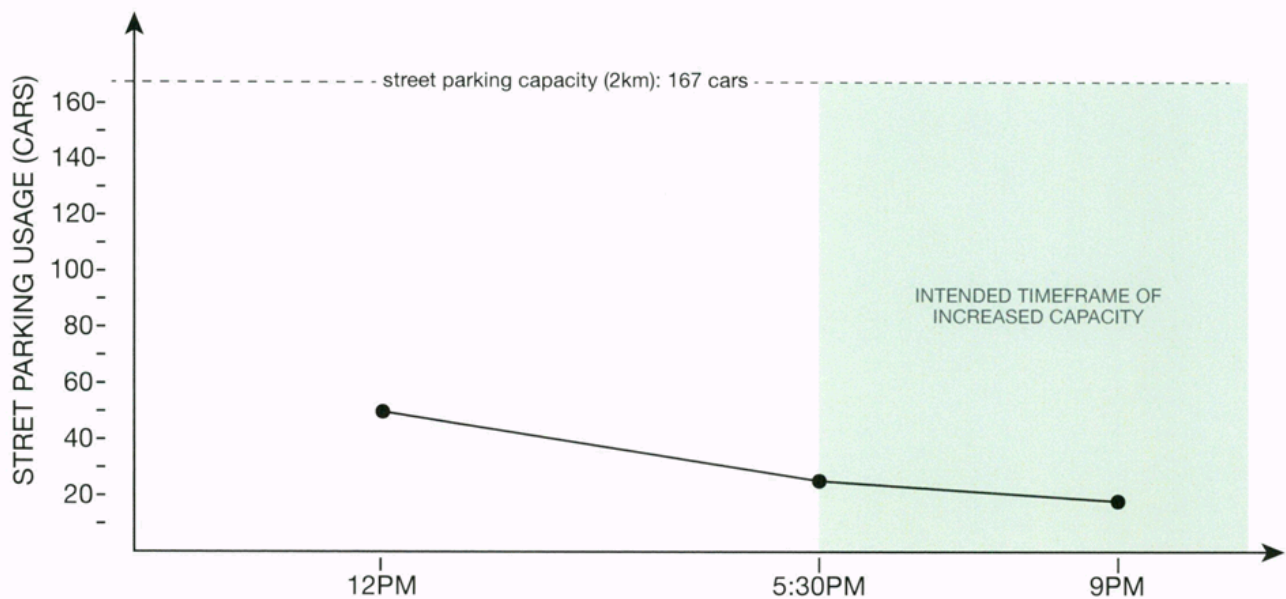
## AVERAGE STREET PARKING USAGE (WEEKDAYS)

12pm: 104 cars  
5:30pm: 41 cars  
9pm: 20 cars



## AVERAGE STREET PARKING USAGE (WEEKENDS)

12pm: 50 cars  
5:30pm: 24 cars  
9pm: 19 cars



### **PUBLIC TRANSPORT FACILITIES IN IMMEDIATE AREA**

Within 200 metres of the site at 14 Cleaver Street, 4 bus stops are located (Newcastle after Cleaver, Newcastle before Golding, Cleaver after Carr, Cleaver after Kingston) servicing the number 15, 402, 403 and 404 buses. Within 500 metres of 14 Cleaver Street is the City West train station, and within less than a kilometre is the Leederville train station.

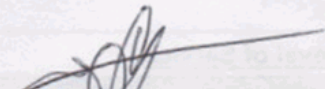
### **STAFF PARKING**

Picton Press, a neighbouring business located across the road at 7 Cleaver Street has agreed to provide access to 3 private car bays on their property, should they be required for Cleaver Street & Co. staff

### **SUMMARY: POINTS OF DIFFERENCE TO CONSIDER**

- Lower requested capacity (100 pax) in relation to floor space - Total floor space of 273.2 m<sup>2</sup>, open space floor area of approximately 200 m<sup>2</sup>. 1 persons per 2 square metres as opposed to a potential 1 person per 0.75 square metres.
- No amplified live music - The space will operate as a meeting and function space with no intentions of becoming a live music venue.
- Any events of increased capacity will be outside the hours of business operations in the area (primarily weekends, occasionally week nights) and as such will not impede on peak parking periods or time limited parking bay restrictions. 167 parking bays in the immediate area provides more than 1 car bay per person at maximum capacity.
- As illustrated by the large amount (approximately 330) of signatures of support from residents provided with this document (the vast majority of which are residents in the immediate area of the City of Vincent) there is a great deal of enthusiasm for activating disused spaces with projects that will benefit the local community.

## PARKING MANAGEMENT PLAN FRAMEWORK

Owner/Applicant Details	
Name:	CTDE EGLINGTON
Address:	Applicant's contact details concealed for privacy
Phone:	
Email:	
Applicant Signature:	

Property Details	
Lot Number:	26
Address:	14 CLEAVER STREET, WEST PERTH.

Parking Allocation	
Total Number Car Parking Spaces:	0
Total Number Short Term Bicycle Parking Spaces:	6
Total Number Long Term Bicycle Parking Spaces:	6
Total Number Other Bays:	3



Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
	Staff				
	Customers				
	Other				

**Alternative Transport:**

<u>Transport Option</u>	<u>Type &amp; Level of Service</u>
<b>Public Transport</b>	
Train	Leederville: Within 1km of building City West: Within 500 metres of building
Bus	4 bus stops within 500 metres (Number 15, 402, 403, 404 buses)
<b>Pedestrian</b>	
Paths	Extensive network surrounding.
Facilities	
<b>Cycling</b>	
Paths	Dedicated Bike paths within 200 metres including extensive freeway network
Facilities	
Secure Bicycle Parking	
Lockers	

Showers/Change Room	

**Public Parking:**

	No. Marked Spaces	Location	Parking Restrictions
On Street Parking	167	Within 2 km radius of building	
Off Street Parking	0		

**Summary of Submissions:**

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

Comments Received area in Neither Support of Objection	Officer Technical Comment:
<p><u>Car Parking</u></p> <p>Concerns raised regarding the nil parking provided on site and the development's impact on the already constrained availability of on-street parking within the locality.</p> <p>Concerns raised regarding unauthorised parking on the surrounding lots during the proposed hours of operations of the Reception Centre/Exhibition Centre.</p>	<p>The subject site is located within the <i>Perth Parking Management Act 1999</i> and is subject to the Perth Parking Policy 2014. The provision of nil car bays on the subject site complies with the requirements of the Perth Parking Policy 2014, which permits nil car bays to be provided on the site.</p> <p>The occurrence of unauthorised parking on private property cannot be managed through the development approval process.</p>
Comments Received in Support:	Officer Technical Comment:
<p><u>Noise</u></p> <p>Support provided for the proposal subject to the development complying with the applicable noise requirements.</p>	<p>A condition of approval has been recommended to require the applicant to submit an acoustic report. The acoustic report will need to demonstrate compliance with the City's Policy No. 7.5.21 – Sound Attenuation and the <i>Environmental Protection (Noise) Regulations 1997</i>, to the satisfaction of the City.</p>
Comments Received in Objection:	Officer Technical Comment:
<p><u>Car Parking</u></p> <p>Concerns raised with the nil parking provided on site and the development's impact on the already constrained availability of on-street parking within the locality.</p>	<p>The subject site is located within the <i>Perth Parking Management Act 1999</i> and is subject to the Perth Parking Policy 2014. The provision of nil car bays on the subject site complies with the requirements of the Perth Parking Policy 2014, which permits nil car bays to be provided on the site.</p>
<p><u>Anti-Social Behaviour</u></p> <p>Concerns raised regarding the sale of alcohol and the potential for property damage to occur from customers exiting the development during the proposed hours of operations.</p>	<p>A condition of approval has been recommended for a venue management plan. The venue management plan will outline how the applicant will manage the property during the hours of operation.</p>

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

**Response to outcome of advertising - 14 Cleaver Street West Perth.****Carparking****(Street-parking availability):**

As per change of use application, a thorough car parking survey of the immediate (2km radius) area surrounding the site was undertaken. Within this radius is street parking spaces for 167 cars, with the peak time of constrained availability being weekdays around midday (average 104 cars). This number dropped to an average of 50 cars at the same time on weekends, and an average of 20 cars by 9pm at night.

Our intended time of increased capacity is outside of business hours - (between 5:30 and midnight), on evenings and primarily weekend evenings. Residents' concerns about the impact on parking availability should be eased by the fact that times of increased patronage at our site would not be during peak use hours. Events will occur at times when there is 80-90% of street parking unoccupied (evenings and weekends).

For more thorough figures and details pertaining to the issue of car parking please refer pages 3,4 and 5 of our initial cover letter application document.

**Carparking****(Unauthorised parking on surrounding lots):**

Given the ample on-street parking at our proposed hours of increased patronage (evenings and weekends), the close proximity to public transport (City West Train Station, multiple bus routes) and the fact that neighbouring lots are properly secured after hours, we have no reason to believe unauthorised parking by patrons will be an issue. However, we will be providing maps and information encouraging public transport usage and suitable car parking options in the area for any functions occurring at 14 Cleaver Street. These will be provided direct to patrons and available on our website.

**Noise:**

All functions will cease at 12 midnight, comply to all noise/decibel requirements and we have no intention of becoming a live music venue with amplified live music.

**Anti-social behaviour:**

The site at 14 Cleaver Street is the face of our brand, and running events in the space is primarily a means of building exposure for our brand and building relationships with the community for our future business projects. As such we have the utmost commitment to maintaining our existing professional, community-focused and friendly image when running events in the space, as projecting any perceived anti-social behaviour would only be counter to our business goals.

While we have no intention of obtaining a liquor license for the building or running the space as a bar, any functions that do happen to involve the provision of alcohol will obtain the proper temporary permits from racing gaming and liquor, only be provided by service staff with an RSA (and as such, adhere to all laws concerning who can be served) and have a contracted security personnel to prevent any anti-social behaviour inside or outside the venue.

The nature of all functions occurring in the space will be civilised, approachable and friendly (no live rock and roll, raves etc) with the purpose of fostering the arts and community goals of our brand, and our patrons/demographic will reflect that. We firmly believe the development will have a strong social benefit to the area rather than encouraging any anti-social elements.

We appreciate and acknowledge the concerns of the local residents that have put forward their thoughts, while taking these into account please also acknowledge the over 330 signatures of support for this development from residents in the City of Vincent which has been provided with our original application.



**Determination Advice Notes:**

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Development Application and Building Permit application, being submitted and approved prior to the erection of the signage.
2. A Building Permit/Occupancy Permit is required for the proposed change of use/classification in accordance with Section 43 and 49(b) of the *Building Act 2011* and Regulation 47 of the *Building Regulations 2012*. The change of use/classification requires the building to comply with the current version of the BCA (Building Code of Australia), the applicant is required to identify the Building Code requirements to achieve compliance with the BCA and obtain all necessary approvals under the Building Act and Building Regulations.
3. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
4. The development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
5. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
6. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

**5.4 NO. 47 (LOT: 502; D/P: 50409) JUGAN STREET, MOUNT HAWTHORN - PROPOSED FIVE GROUPED DWELLINGS****TRIM Ref:** D18/83209**Author:** Fiona Atkins, Urban Planner**Authoriser:** Luke Gibson, A/Director Development Services**Ward:** North

**Attachments:**

1. Attachment 1 - Location and Consultation Plan [↓](#) 
2. Attachment 2 - Development Plans (received 25 June 2018) [↓](#) 
3. Attachment 3 - Summary of Submissions - Officer Comments [↓](#) 
4. Attachment 4 - Summary of Submissions - Applicant Comments [↓](#) 
5. Attachment 5 - Acoustic Report [↓](#) 
6. Attachment 6 - Determination Advice Notes [↓](#) 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for the proposed Five Grouped Dwellings at No. 47 (Lot: 502; D/P: 50409) Jugan Street, Mount Hawthorn, in accordance with plans provided in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**1. Boundary Walls**

The owners of the subject land shall finish and maintain the surface of the boundary (parapet) wall in a good and clean condition prior to occupation or use of the development. The finish of the wall are to be fully rendered or face brickwork to the satisfaction of the City;

**2. External Fixtures**

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

**3. Construction Management Plan**

A Construction Management Plan that details how the construction of the development will be managed to minimise the impact on the surrounding area, to the satisfaction of the City, shall be lodged with and approved by the City prior to the commencement of the development. The Construction Management Plan shall be prepared in accordance with the requirements of the City's Policy No. 7.5.23 – Construction and include traffic and parking management requirements during construction. Construction on and management of the site shall thereafter comply with the approved Construction Management Plan;

**4. Stormwater**

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

**5. Schedule of External Finishes**

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

**6. Verge Tree**

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

**7. Clothes Drying Facility**

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

**8. Landscape and Reticulation Plan**

**8.1** A detailed landscape and reticulation plan for the development site and adjoining road verge, to the satisfaction of the City, shall be lodged with and approved by the City prior to commencement of the development. The plan shall be drawn to a scale of 1:100 and show the following:

- The location and type of existing and proposed trees and plants;
- Areas to be irrigated or reticulated; and
- The provision of 15 percent of the site area as deep soil zones and 30 percent canopy cover at maturity; and

**8.2** All works shown in the plans as identified in condition 8.1 above shall be undertaken in accordance with the approved plans to the City's satisfaction, prior to occupancy or use of the development and maintained thereafter to the satisfaction of the City at the expense of the owners/occupiers;

**9. Car Parking and Access**

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

**9.2** Vehicle and pedestrian access points are required to match into existing footpath levels; and

**9.3** All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications; and

**10. General**

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

**PURPOSE OF REPORT:**

To consider an application for development approval for five grouped dwellings at No. 47 Jugan Street, Mount Hawthorn (subject site).

**PROPOSAL:**

The application proposes the development of five, two-storey grouped dwellings facing Leeder Street. The vehicle access/egress for the grouped dwellings will be via a shared common driveway along the rear of the subject site accessible from Jugan Street. The proposal incorporates two parking bays per unit and no visitor parking bays, as displayed in **Attachment 2**.

**BACKGROUND:**

<b>Landowner:</b>	Lucia Anna Stott
<b>Applicant:</b>	New Country Dev Pty Ltd
<b>Date of Application:</b>	4 April 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential R Code: R100
<b>Built Form Area:</b>	Residential
<b>Existing Land Use:</b>	Single House
<b>Proposed Use Class:</b>	Grouped Dwellings
<b>Lot Area:</b>	891m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is a corner lot, located at the intersection of Jugan Street and Leeder Street, which terminates at a cul-de-sac. The site abuts a single storey dwelling to the North, and a church is located across Leeder Street to the South. The church is the only other development on Leeder Street. The subject site abuts vacant land to the West, which then immediately abuts the Mitchell Freeway. The subject site and the neighbouring sites along Jugan Street are zoned R100, however the sites along the opposite side of Jugan Street are zoned R60. The site and surrounding area are characterised by a mix of single and grouped dwelling developments ranging from one to three storeys in height. A location plan is included as **Attachment 1**.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2), the City's Policy No. 7.1.1 – Built Form and the State Government's Residential Design Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Density/Plot Ratio	✓	
Street Setback	✓	
Lot Boundary Setback		✓
Front Fence	✓	
Building Setbacks/Boundary Wall	✓	
Building Height/Storeys	✓	
Open Space	✓	
Outdoor Living Areas		✓
Landscaping	✓	
Privacy	✓	
Parking & Access		✓
Solar Access	✓	
Site Works/Retaining Walls	✓	
External Fixtures, Utilities and Facilities		✓
Surveillance	✓	

## Detailed Assessment

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

Lot Boundary Setbacks and Walls Built on Boundary	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.3 of Built Form Policy and 5.1.3 of the R Codes</b>	
<u>West</u>	<u>West</u>
Unit 1: <u>Upper Floor</u> <i>Whole wall</i> Setback Required = 2.2m	Unit 1: <u>Upper Floor</u> <i>Whole wall</i> Setback Provided = 1.3m – 1.7m
<u>Ground floor</u> <i>Kitchen to living room wall</i> Setback Required = 1.5m	<u>Ground floor</u> <i>Kitchen to living room wall</i> Setback Provided = 1.017m – 1.5m
Outdoor Living Areas	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.3.1 of the R Codes</b>	
In accordance with Table 1 of the R Codes, each of the five grouped dwelling is required to have a 16 metre squared outdoor living area that must be: <ul style="list-style-type: none"> <li>• Behind the street setback area;</li> <li>• Directly accessible from a habitable room of the dwelling;</li> <li>• Minimum length and width dimensions of 4m;</li> <li>• To have at least two-thirds of the required area without permanent roof cover.</li> </ul>	The outdoor living areas are all located behind the street setback area and are accessible from habitable rooms. The outdoor living areas present the following variations: <p>Unit 1: <u>Balcony</u> Minimum dimension: 3.8m Area without permanent roof cover: Nil</p> <p>Unit 2: <u>Balcony</u> Minimum dimension: 3.8m Area without permanent roof cover: Nil</p> <p>Unit 3: <u>Balcony</u> Minimum dimension: 3.8m Area without permanent roof cover: Nil</p> <p>Unit 4: <u>Balcony</u> Minimum dimension: 3.8m Area without permanent roof cover: Nil</p>
Parking and Access	
Deemed-to-Comply Standard	Proposal
<b>Clause 5.3.3 Parking of the R Codes</b>	
1 visitor car bay provided on site	No visitor car bay provided on site
<b>Clause 5.3.4 Design of car parking spaces</b>	
Required dimensions for car bays with obstructions to both sides: 5.6m wide x 5.5m long	Proposed: 5.4m wide x 5.4m long

External fixtures, utilities and facilities	
Deemed-to-Comply Standard	Proposal
<p><b>Clause 5.4.4 External fixtures, utilities and facilities</b></p> <p>An enclosed, lockable storage area, constructed in a design and material matching the dwelling where visible from the street, accessible from outside the dwelling, with a minimum dimension of 1m when provided within a garage and an internal area of at least 4m<sup>2</sup> for each grouped dwelling.</p>	<p>Unit 2: <u>Store</u> Minimum dimension: 0.80 metres</p> <p>Unit 3: <u>Store</u> Minimum dimension: 0.80 metres</p> <p>Unit 4: <u>Store</u> Minimum dimension: 0.80 metres</p> <p>Unit 5: <u>Store</u> Minimum dimension: 0.80 metres</p>

The above elements of the proposal do not meet the specified deemed-to-comply standards and are discussed in the comments section below.

#### CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days commencing on 14 June 2018 to 27 June 2018. Community consultation was undertaken by means of written notifications being sent to surrounding landowners, as shown in **Attachment 4**, and a notice on the City's website. At the conclusion of the community consultation period, three submissions were received by the City comprising of one objection and two raising concerns. The main issues raised as part of the consultation relate to:

- Concerns that workmen at the site and visitors to the completed development will park in the Church's parking bays. The Church has an Adoration Chapel that is open 24 hours a day, 7 days a week, therefore there are often parishioners coming and going at various times of day and night.
- Concerns regarding the lack of landscaping proposed on site, particularly as the City of Vincent is encouraging development with more green spaces.
- Concerns regarding visual privacy from the rear balconies.
- Concerns regarding the lack of visitor parking and the dimensions of the proposed garages, which could lead to street parking.

A summary of the submissions and Administrations comments on each is included as **Attachment 3**. The applicant has also provided responses to the submissions received and this is included as **Attachment 4**.

#### Design Review Panel (DRP):

Referred to DRP: Yes

The application was referred to the DRP for comments on the 27 April 2018. The comments received can be summarised as follows:

- Consider more articulation between the dwellings so that they look more like individual dwellings.
- Consider tandem parking to reduce the bulk of garages, potentially from two crossovers at Leeder Street. This would allow for north facing outdoor living areas and allow the dwellings to have better frontage to the primary street.
- Consider bringing the brickwork to the ground to emphasise the townhouse look. The gable end design elements could be further developed and emphasised to provide rhythm and provide a sense of individual identity for each of the townhouses.

- Unit 5 is a prominent unit on the corner. It needs to be carefully considered, perhaps with its own design elements to depart from the repetition of the adjacent units.
- Fencing is continuous and repetitive. Consider how the fence could be more informed and altered by redesign of the proposal; potentially reduced in height and made more visually permeable.
- Concerns regarding the lack of response to the north facing aspect and Jugan Street, including an unattractive facade to the driveway.
- Reconsider the orientation of the outdoor living areas to face north. The dimensions of the outdoor living areas need to be revised and compliant with the requirements of the R Codes. Consider flipping the design to provide private, rear courtyards.
- The site does not allow for the planting of mature trees to achieve canopy cover. Increase canopy cover to enhance the amenity of residents. Consider using native tree and shrub species to enhance local biodiversity.

Subsequently, the applicant lodged amended plans on 29 May 2018 to address the above comments. The amended plans provided were considered to adequately satisfy the comments of the DAC and no further referrals were undertaken. These plans were advertised to the surrounding land owners on the 14 June 2018, as detailed above.

In further discussions with the City, the applicant agreed to consider adding additional material details to the northern aspect of the dwellings and further landscaping to the site. On the 25 June 2018, the applicant submitted plans detailing amendments to the materials and landscaping. These plans constitute the final submitted development plans, and are the subject of this report.

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

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.1.1 – Built Form Policy.

#### **Delegation to Determine Applications:**

The matter is being referred to Council as a development of more than three grouped dwellings is not able to be determined under Delegated Authority, as per Part 6.2 of the City of Vincent's Delegated Authority Register.

#### **RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

#### **STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

##### *"Natural and Built Environment*

- 1.1 *Improve and maintain the natural and built environment and infrastructure."*

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.

#### **FINANCIAL/BUDGET IMPLICATIONS:**

Nil.



**COMMENTS:**Lot Boundary Setbacks*Western boundary*

The proposal involves lot boundary setback variations for both the upper and ground floor of the western wall. The upper floor provides a 1.3 metres to 1.7 metres setback in lieu of the required 2.2 metres. The ground floor is set back 1.017 metres to 1.5 metres in lieu of the required 1.5 metres. In considering this matter, the following is relevant:

- The lack of major openings on the upper floor wall will limit the potential for visual privacy implications.
- The setback variation for the ground floor is relatively minor, and will be mitigated by the provision of a standard 1.8 metre residential dividing fence.
- No objections to the setback variation were received from the owners of the abutting property.

Based on the above, the setback variations are considered acceptable.

Outdoor Living Areas

The proposal does not comply with the requirements of the R Codes for outdoor living areas as the balconies do not meet the minimum dimension of 4 metres and they are all completely covered. The balconies for units 1 to 4 have a minimum dimension of 3.8 metres in lieu of the required 4 metres, however this variation is considered to be mitigated by the fact that each of these balconies exceed the minimum size requirement for outdoor living areas for dwellings on an R100 site (being 16 square metres), with the outdoor living areas ranging from a total area of 19.9 to 38.1 square metres.

The outdoor living areas for units 1 to 4 have no portion that is uncovered, in lieu of the required minimum two-thirds uncovered. In considering this matter, the following is relevant:

- They are accessed from habitable rooms of the dwelling.
- The open nature of the balconies and their north facing aspect means that they will be open to winter sun and ventilation.
- The manner in which the balconies are raised above the natural ground level allows them to optimise the full extent of the northern aspect of the site.

In light of the above, the proposed outdoor living areas are considered to meet the Design Principles and are therefore considered acceptable.

Parking and Access

The proposal does not comply with the requirements of the R Codes for visitor parking, providing no parking bays in lieu of the one parking bay required. In considering this matter, the following is relevant:

- Leeder Street provides no access to the bike path located adjacent to Mitchell Freeway.
- There are a number of car parking bays constructed within the Leeder Street verge.
- Given the low volumes of traffic, Leeder Street is able to accommodate on-street parking, particularly given the only other development in the cul-de-sac being a church.
- The subject site is located approximately 450 metres away from Glendalough train station and 600m away from the bus stop at Anzac Road before Powis Street, which is serviced by a bus every 8 to 10 minutes in peak hour. It is considered that the subject site is well serviced by public transport which will assist in mitigating the lack of a visitor bay.

Based on the above, the lack of a visitor parking bay is not considered to have a negative impact on the locality and is able to be supported.

The design of the double garage proposes minor variation to the dimensions of the car parking bays as per the requirements of Australian Standard 2890.1, which requires 5.6 metre wide x 5.5 metre long car bays within a double garage. The development proposes 5.4 metre wide x 5.4 metre long car bays within the double garage, a variation of 0.2 metres to the width and 0.1 metre to the length. These variations are considered to be minor, and as the garages are for the private use of the residents of each dwelling, it is reasonable that these minor variations to the size of the car bays will be able to be managed by the residents of the property.

In light of the above, the variations to the size of the car bays within the double garages are considered to be reasonable, and are recommended for approval.

#### External fixtures, utilities and facilities

The proposal includes a store room area within the garage for each of the five grouped dwellings. The store rooms provide the minimum area of four metres square, however they do not all meet the minimum dimension of 1 metre, with the store rooms for units two to five having a minimum dimension of 0.8 metre. This variation is considered to be minor, with the store rooms still convenient for residents, are screened from view and can be secured and managed within the garage area. As such, the proposal is considered to meet the Design Principles and therefore the variation is considered to be acceptable.

#### Landscaping

The proposal does not comply with the Built Form Policy's requirements for landscaping, proposing 12 percent deep soil zone in lieu of the required 15 percent, however the applicant has met the 30 percent canopy cover requirements, proposing 31.33 percent canopy. The proposed landscaping responds to the relevant design principles through the provision of tree canopy and deep soil zones that will contribute to the City's green canopy and will reduce the impact of the development on the surrounding residential area.

Notwithstanding the proposed variation to the deep soil zone requirement, it is considered that the site can reasonably achieve the required 15 percent, and as such, it will be recommended that a condition be imposed requiring the submission of amended plans to the effect.

#### Acoustic Report

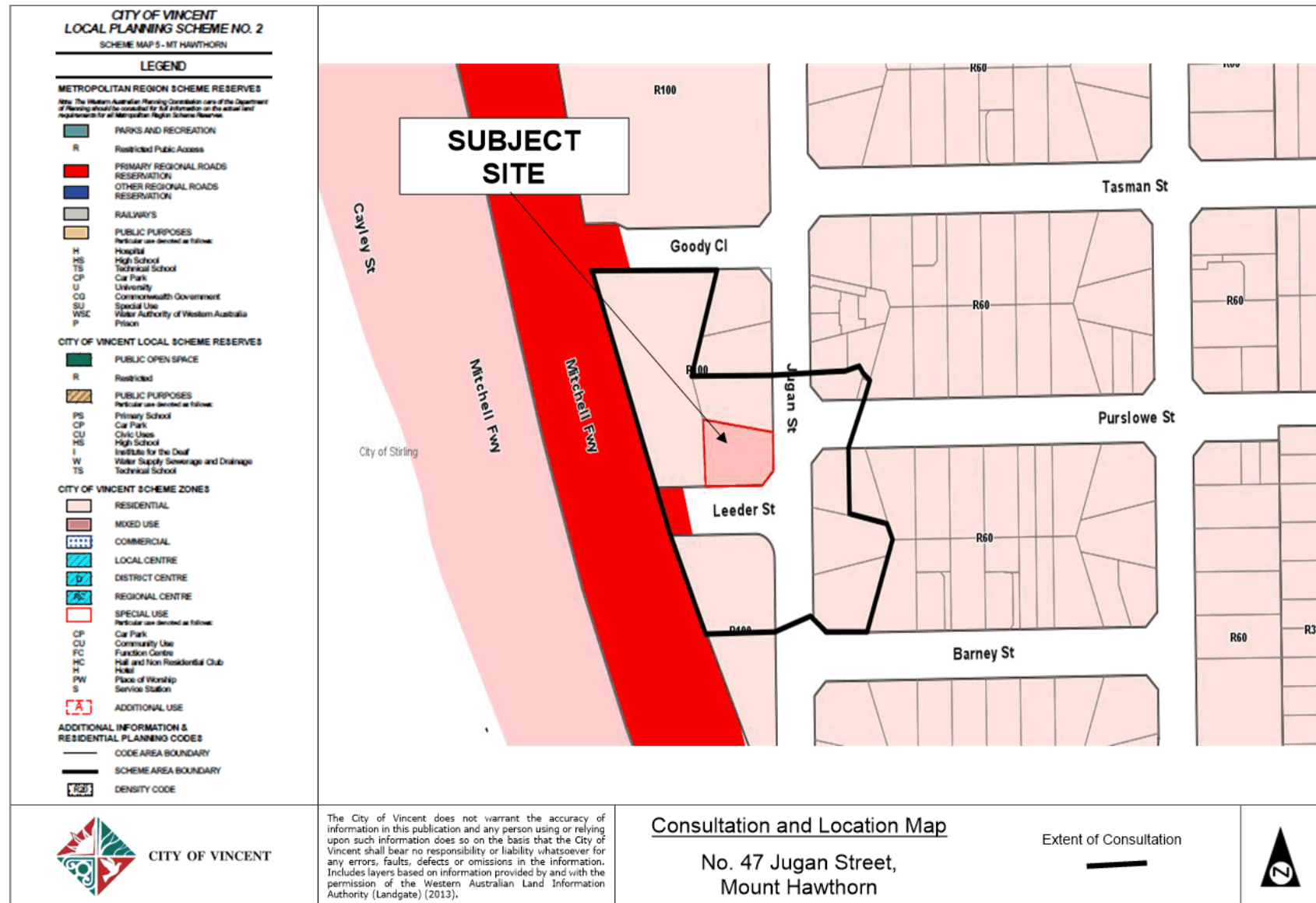
Due to the proximity of the subject site to the Mitchell Freeway, the applicant has provided an acoustic report prepared by Resonate Consultants, dated 2 July 2018, in accordance with the requirements of State Planning Policy 5.4 Road and Rail Noise.

An acoustic report was requested to ensure that any noise attenuation measures required to be implemented at Building Permit stage would not require changes to the design of the proposed dwellings. The City's Administration have assessed the acoustic report and concluded that, while some noise attenuation measures have been recommended such as thicker glazing on windows, the recommended measures will have no impact on the proposed design of the dwellings.

In light of this information, it is clear that the noise attenuation requirements for the proposed dwellings will have no impact on the design, and therefore will have no impact on the recommendation for planning approval of this development.

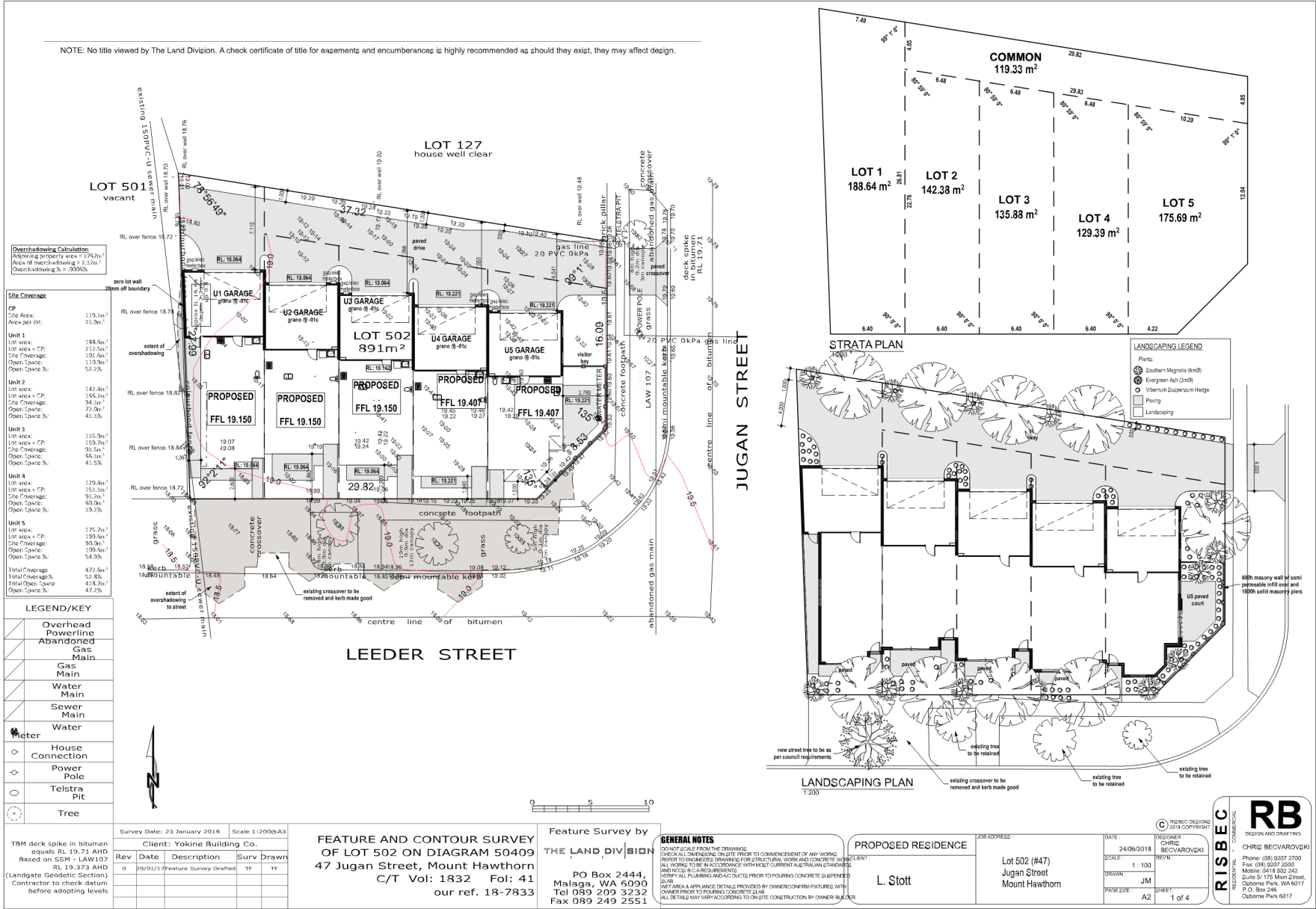
#### Conclusion

The proposal requires Council to exercise its discretion in relation to the proposed lot boundary setbacks, outdoor living areas, parking and access and store rooms. For the reasons outlined in the above report, the development is considered to address the Local Housing Objectives and Design Principles of the City's Built Form Policy and the R Codes respectively. The proposal incorporates a range of materials and finishes which are considered to be a reinterpretation of the existing streetscape. The external appearance of the proposal and the materiality incorporated are considered to significantly reduce the perception of building bulk. In light of this, it is recommended that the application be approved subject to conditions.

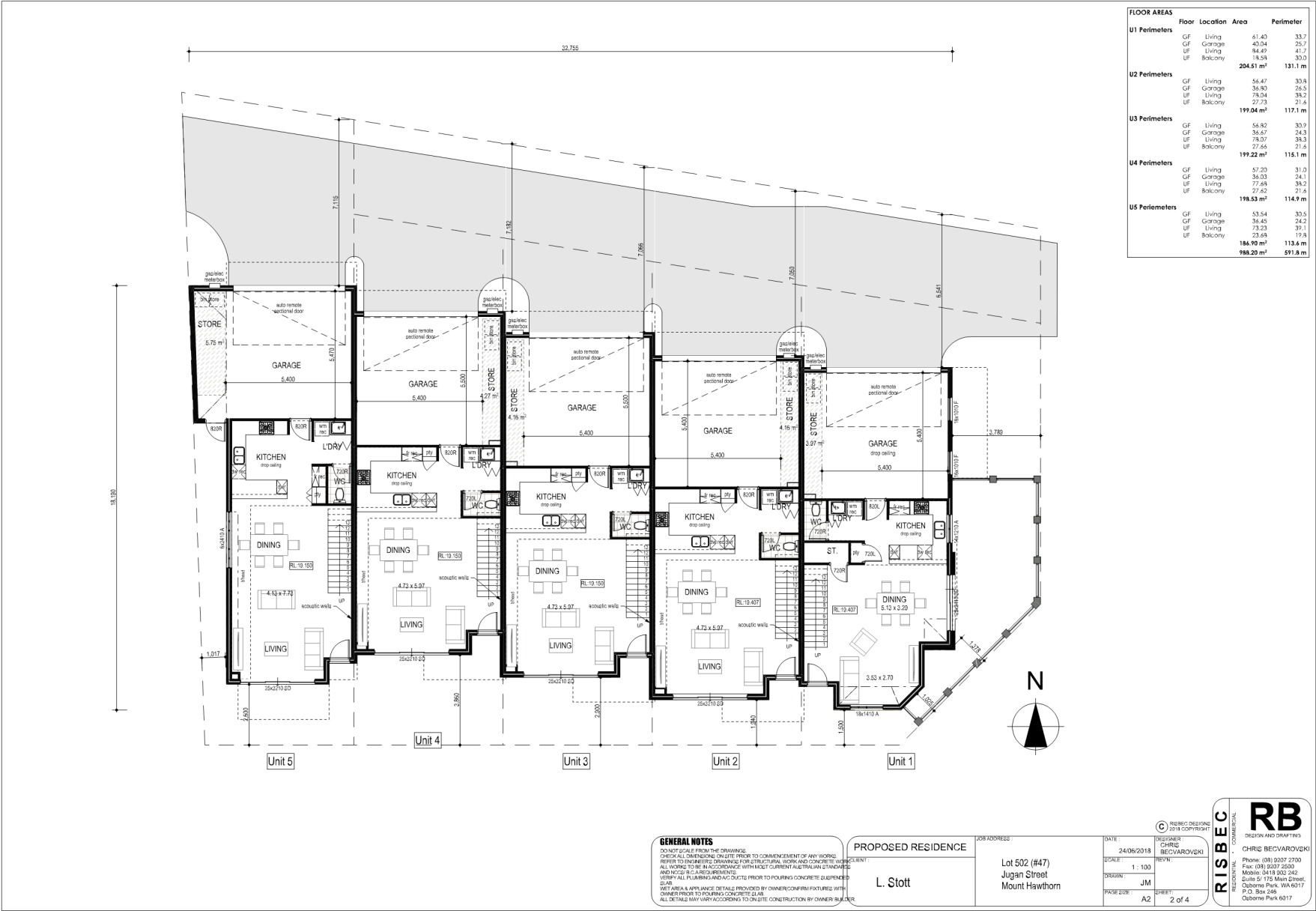


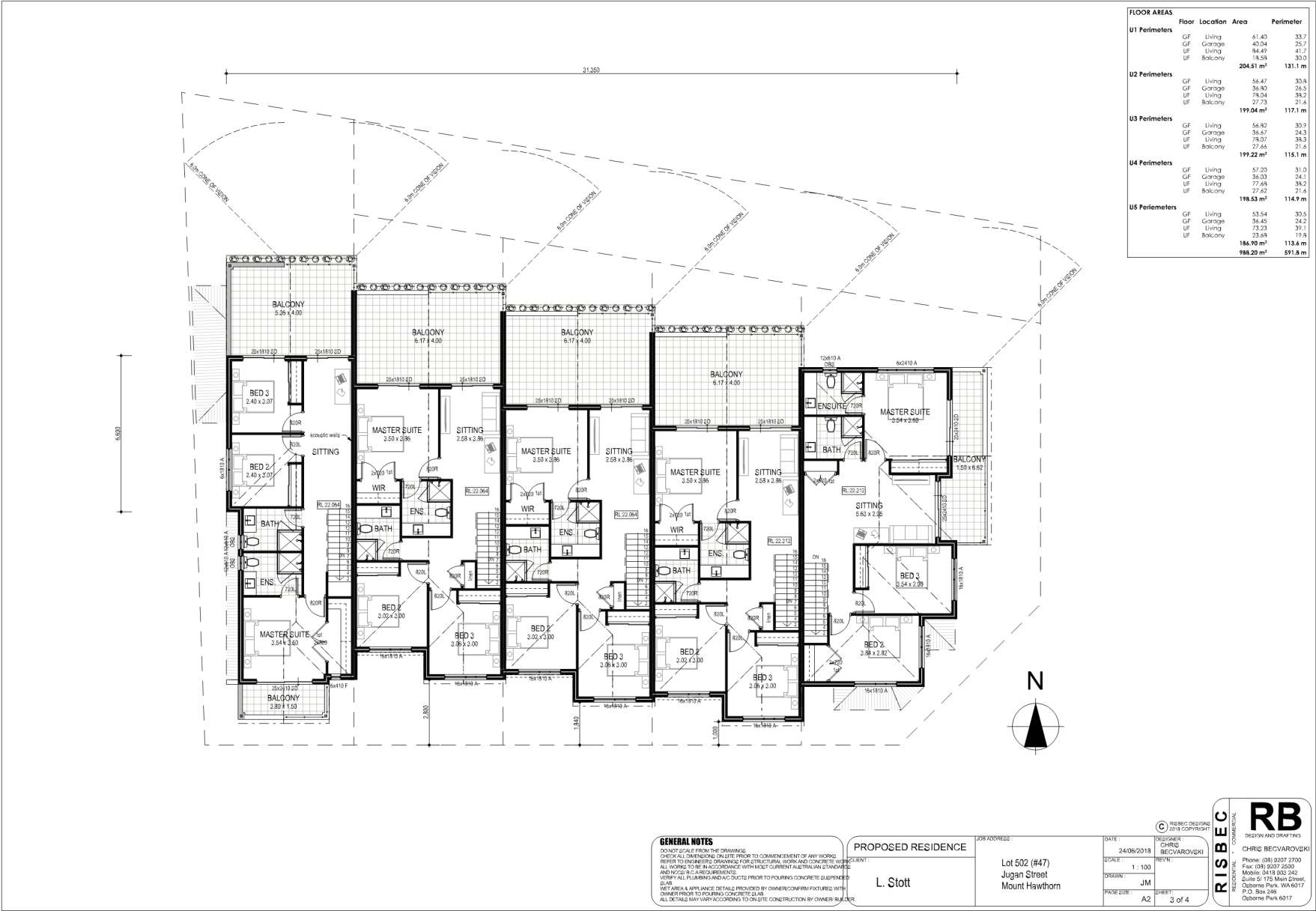


















**GENERAL NOTES**

DO NOT SCALE FROM THE DRAWING.

CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCEMENT OF ANY WORK.

REFER TO ENGINEER'S DRAWINGS FOR STRUCTURAL, WATER AND CONCRETE REQUIREMENTS.

ALL WORKING TO BE IN ACCORDANCE WITH MOST CURRENT AUSTRALIAN STANDARDS AND NCC/2012 B.C.A. REQUIREMENTS.

VERIFY ALL PLUMBING AND ACC. DUCTS PRIOR TO POURING CONCRETE SLAB/FOUNDATION.

NET AREA & APPLIANCE DETAILS PROVIDED BY OWNER/CONFORM FEATURES WITH OWNER PRIOR TO POURING CONCRETE SLAB.

ALL DETAILS MAY VARY ACCORDING TO ON-SITE CONSTRUCTION BY OWNER/BUILDER.

**PROPOSED RESIDENCE**

L. Stott

**JOB ADDRESS:**

Lot 502 (#47)  
Jugan Street  
Mount Hawthorn

**DATE:** 24/06/2018

**SCALE:** 1 : 100

**DRAWN:** JM

**PAGE/200:** A2

**SHEET:** 5 of 4

**DESIGNER:** CHRIS BECVAROVSKI

**REV:**

**RIS BEC**

**REVISIONS**

**DATE**

**BY**

**DESCRIPTION**

**RB**

**DESIGN AND DRAFTING**

**CHRIS BECVAROVSKI**

Phone: (08) 9307 2700  
Fax: (08) 9307 2520  
Mobile: 0418 902 242  
Suite 5/ 175 Main Street,  
Osborne Park, WA 6017  
P.O. Box 248  
Osborne Park 6017

**Summary of Submissions:**

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

Comments Received in Objection:	Officer Comments:
<p><u>Parking</u></p> <ul style="list-style-type: none"> <li>Concerns that workmen at the site and visitors to the completed development will park in the Church's parking bays due to a lack of visitor bays on site. The Church has an Adoration Chapel that is open 24 hours a day, 7 days a week, therefore there are often parishioners coming and going at various times of day and night.</li> <li>Signage noting 'Church Parking Only' could be installed by the City.</li> </ul>	<p>Parking on private property is a civil matter, and would need to be managed by the property owners and the relevant authorities. The installation of signs on private property to advise of 'no parking' requirements is not a planning matter, and would need to be installed by the land owner.</p>
<p><u>Landscaping</u></p> <ul style="list-style-type: none"> <li>Concerns regarding the lack of landscaping proposed on site, particularly as the City of Vincent is encouraging development with more green spaces.</li> <li>Request for the provision of trees along the Northern border of 47 Jugan Street.</li> <li>Request for a brick fence rather than a Colorbond fence to be dividing Nos. 45 and 47 Jugan Street.</li> </ul>	<ul style="list-style-type: none"> <li>The applicant's amended plans meet the 30 percent canopy requirement, with a large portion of this canopy cover provisioned for the northern border of No. 47 Jugan Street.</li> <li>Dividing fences are a civil matter and will be required to be discussed between the land owners at Nos. 45 and 47 Jugan Street.</li> </ul>
<p><u>Visual Privacy</u></p> <p>Concerns regarding visual privacy from the rear balconies, as the cone of vision provided is 6m, not 7.5m and no screening has been provided.</p>	<p>The subject site is zoned R100. As per the requirements of Part 5.4.1 Visual Privacy of the R-Codes, unenclosed outdoor active habitable spaces with a floor level more than 0.5m above natural ground level in a density coded area higher than R50 require a lot boundary setback of 6m. The cone of visions provided from the balcony are 6m, and as they are able to be fully retained within the lot boundaries, are compliant with the requirements of the R-Codes.</p>

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

**Summary of Submissions:**

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

Comments Received in Objection:	Applicants Comments:
<u>Parking</u> <ul style="list-style-type: none"> <li>Concerns that workmen at the site and visitors to the completed development will park in the Church's parking bays due to a lack of visitor bays on site. The Church has an Adoration Chapel that is open 24 hours a day, 7 days a week, therefore there are often parishioners coming and going at various times of day and night.</li> <li>Signage noting 'Church Parking Only' could be installed by the City.</li> </ul>	<p>Signage noting 'Church Parking Only' can be installed by the City.</p> <p>Sub-contractors are only there from 7am to 4pm and they can park at the rear of Leeder street as that is a driveway to all the Townhouses and then it will have no impact to the rest of the street.</p>
<u>Landscaping</u> <ul style="list-style-type: none"> <li>Concerns regarding the lack of landscaping proposed on site, particularly as the City of Vincent is encouraging development with more green spaces.</li> <li>Request for the provision of trees along the Northern border of No. 47 Jugan Street.</li> </ul>	<p>We can accommodate for more green spaces and make provisions of trees along the northern border to No. 47 Jugan Street Mount Hawthorn.</p>
<u>Visual Privacy</u> <p>Concerns regarding visual privacy from the rear balconies, as the cone of vision provided is 6m, not 7.5m and no screening has been provided.</p>	<p>According to the 'R' Codes the minimum distance that is allowed to be from the balcony to the boundary is 6metres under 'R' 80.</p>

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

Resonate

47 Jugan St, Mt Hawthorn

**Planning Stage Acoustic Report**


P180500RP1 Revision 0

Monday, 2 July 2018

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## Document Information

<b>Project</b>	47 Jugan St, Mt Hawthorn	
<b>Client</b>	Risbec Corporation Pty. Ltd.	
<b>Report title</b>	Planning Stage Acoustic Report	
<b>Project Number</b>	P180500	
<b>Author</b>	James Leader Acoustic Consultant p+61 8 9468 7888 m+61 449 165 803 james.leader@resonate-consultants.com	
<b>Reviewed by</b>	Martti Warpenius	

## Revision Table

Report revision	Date	Comments
0	2 July 2018	Preliminary report issued to client



# Resonate

## Glossary

A-weighting	A spectrum adaption that is applied to measured noise levels to represent human hearing. A-weighted levels are used as human hearing does not respond equally at all frequencies.
dB	Decibel—a unit of measurement used to express sound level. It is based on a logarithmic scale which means a sound that is 3 dB higher has twice as much energy. We typically perceive a 10 dB increase in sound as a doubling of that sound level.
$D_W$	Weighted Level Difference—the noise level difference or reduction between two enclosed spaces. It quantifies the acoustic separation between two spaces. It relates to the $R_W$ rating of the separating building elements (such as walls and doors) and also includes all noise flanking paths (such as ceiling voids, joins and seals) and the acoustic absorption in the receiving space. The higher the $D_W$ rating the better the acoustic separation.
$L_{n,w}$	A measure of the noise impact performance of a floor and ceiling.
$L_{nT,w}$	Weighted Standardised Impact Sound Pressure Level— A measure of the impact noise performance of a floor and ceiling between two enclosed spaces. It is an on-site measured level that relates to the laboratory $L_{n,w}$ value. The lower the $L_{nT,w}$ rating the better the impact isolation.
$R_W$	Weighted Sound Reduction Index—A laboratory measured value of the acoustic separation provided by a single building element (such as a partition). The higher the $R_W$ the better the noise isolation provided by a building element.
$R_W + C_{tr}$	A measure of the sound insulation performance of a building element with a $C_{tr}$ spectrum adaptation term placing greater emphasis on the low frequency performance.



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## 1 Introduction

Resonate Consultants have been commissioned by Risbec Corporation Pty. Ltd. to undertake a planning stage acoustic assessment for 47 Jugan Street, Mt Hawthorn.

The development consists of 5 two-storey residential units with shared party walls and is located approximately 40 m from Mitchel Freeway.

This report therefore addresses the following issues:

- Acoustical requirements for the building are to comply with the National Construction Code NCC,
- Noise intrusion from traffic is to be designed to meet the requirements of State Planning Policy (SPP) 5.4

The following drawings have been reviewed in this assessment:

- Lot 502 (#47) Jugan Street (5 sheets) dated 17-06-2018



## 2 Internal Sound Insulation

The proposed residential apartment development is classified as Class 2 under the National Construction Code. These buildings must achieve the objectives outlined in Part F5 of the NCC *Sound Transmission and Insulation*.

The acoustic requirements applicable to this development are outlined in Table 1. Refer also to Figures 1 and 2 for a markup of the required acoustic treatments to meet the NCC for residential apartments.

Additional design advice may be required for non-acoustical requirements such as fire ratings, structural integrity, buildability, etc.

### 2.1 NCC/BCA Clarifications

The section below outlines specific National Construction Code BCA requirements, which, in our opinion, are not applicable to this project. These clarifications are referred to the certifier to confirm our interpretation.

#### Apartment Floors over Storerooms/Carparks

The BCA states in Clause F5.4 (a) (ii)

*Floors separating apartments from a plantroom, lift shaft, stairway, public corridors, public lobby or the like, or parts with a different classification [such as store room or carpark] to be impact-rated*



Resonate Consultants is of the opinion that this impact rating is only applicable for floors where the apartment is under the plantroom or carpark, not for floors where the apartment is over the other space. There is no noise sensitive activity in the space below which requires impact isolation treatment so it is recommended that no impact isolation treatment is to be installed on such floors.



## 2.2 BCA/NCC Requirements

The development has no common corridors and no units directly above other sole-occupancy units. Hydraulic services are not to cross into other sole-occupancy units.

Table 1: BCA requirements for Class 2 and 3 buildings

Building element	Description	Impact noise requirements	Airborne noise criterion	Minimum proposed Construction	Legend
Walls	Separating sole occupancy units	—	$R_w + C_{tr} \geq 50$	Rendered cavity brickwork - 250 mm Midland Acoustic Maxibricks or equivalent OR Minimum 150 mm concrete	
	Separating a habitable room (other than a kitchen) of a sole occupancy unit from a bathroom, sanitary compartment, laundry or kitchen in an adjacent sole occupancy unit	Discontinuous construction	$R_w + C_{tr} \geq 50$	Rendered cavity brickwork - 250 mm Midland Acoustic Maxibricks or equivalent with no ties or resilient ties OR Minimum 150 mm concrete with free-standing stud and plasterboard. Gap between stud and concrete is to be no less than 20 mm.	
Pumps	The point of connection between the service pipes in a building and any circulating or other pump.	A flexible coupling at the connection	—		Not shown

### Notes to Table above

1. No supply or waste pipes to have direct contact with surrounding elements. All pipes to be acoustically fixed at mounting points/penetrations. Use Bradflex, 6 mm thick neoprene, closed-cell foam or 'unicushion' between all pipes and pipe clamps.
2. Acoustically rated walls to extend full height to underside of soffit/roof. Where this does not occur, ceilings to be acoustically rated and services / penetrations are to be acoustically treated.
3. Unless noted otherwise, all acoustic insulation to be 14 kg/m<sup>3</sup> acoustic grade glasswool insulation or equivalent. Nominal thickness 75 mm unless otherwise noted
4. Walls are not to be chased, and pipes are not to be fixed to the wall leaf on the side adjoining any other sole-occupancy unit and must have a clearance not less than 10 mm to the other wall leaf.
5. Plasterboard is not to be glued to concrete or masonry walls. Where required, it may be fixed using 28 mm furring channels with 25 mm insulation.



## 2.3 BCA/NCC Markups

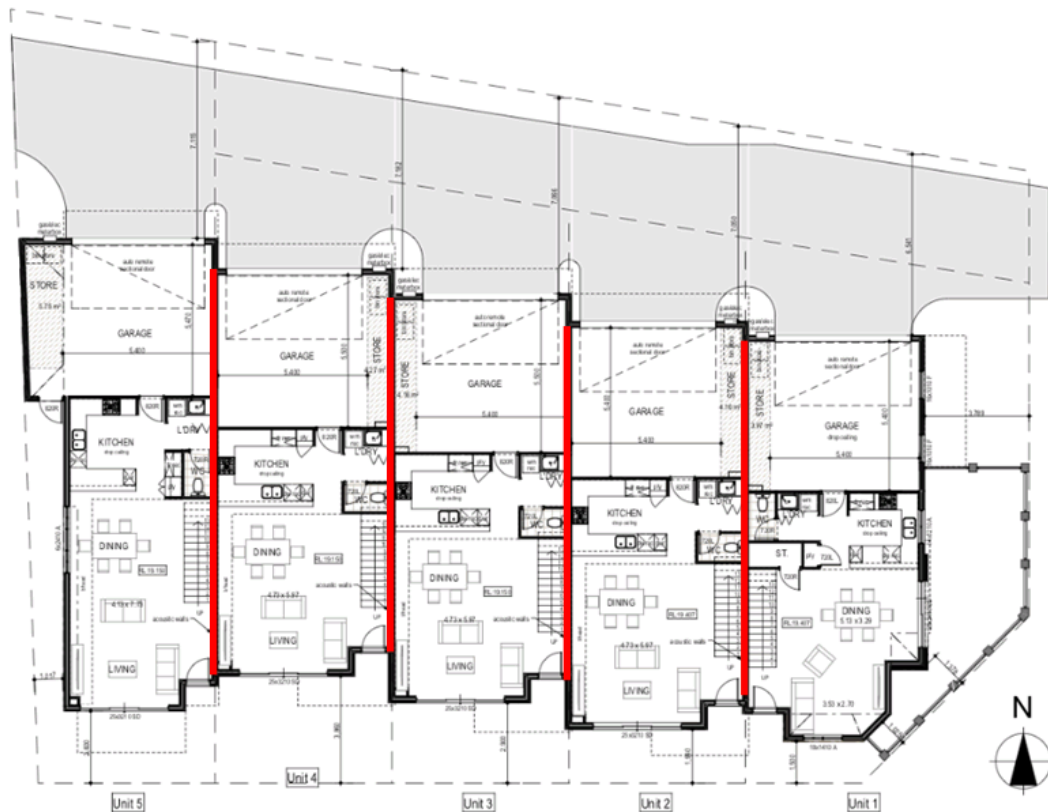


Figure 1: Ground floor BCA/NCC markup



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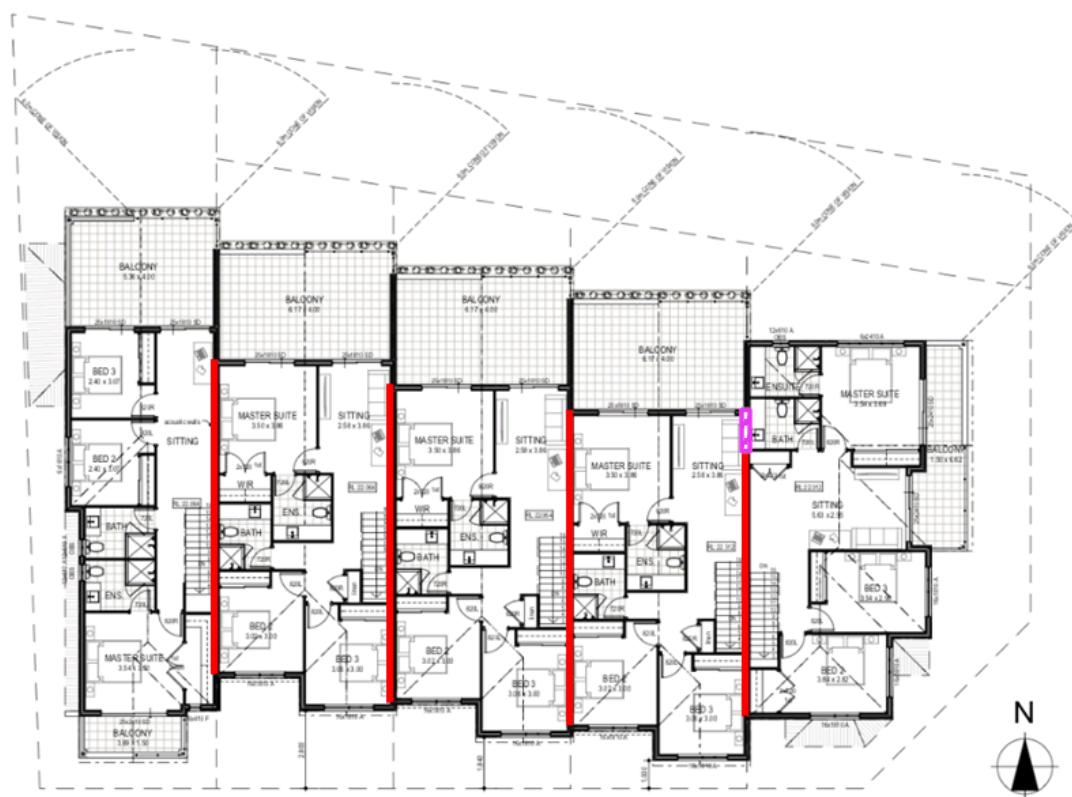


Figure 2: First floor BCA/NCC Requirements

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# Resonate

## 3 Noise Intrusion Requirements

### 3.1 Forecast Traffic Noise Level

The closest part of the development is approximately 45 m from the Mitchel Freeway which has historically recorded 147,000 vehicles per day (DMR 2013/15, 2015/16). There is an existing noise wall on the edge of the freeway, approximately 1500 mm high, and the neighbouring property at 45 Jugan Street is single storey.

A noise logger is to be deployed at the current site to obtain 3 days of unattended measurements. In this preliminary report, the noise level has been forecast based on the SPP 5.4 guideline. This forecast level is  $L_{Aeq,day}$  70 dB (free-field). The treatments will be updated once the noise data has successfully been collected under suitable weather conditions.

### 3.2 Required Treatments

Glazing systems selected are to possess a laboratory test certificated to demonstrate that they meet the minimum requirements specified in Figure 3 and Figure 4, noting that performance is strongly dependent on the frames and seals of a selected system rather than the glass thickness alone. The NRC 0.9 acoustic lining required on nominated balconies may be Reapor 50 mm, Stratocell Whisper 50 mm, or equivalent.



Figure 3: Ground floor glazing markup

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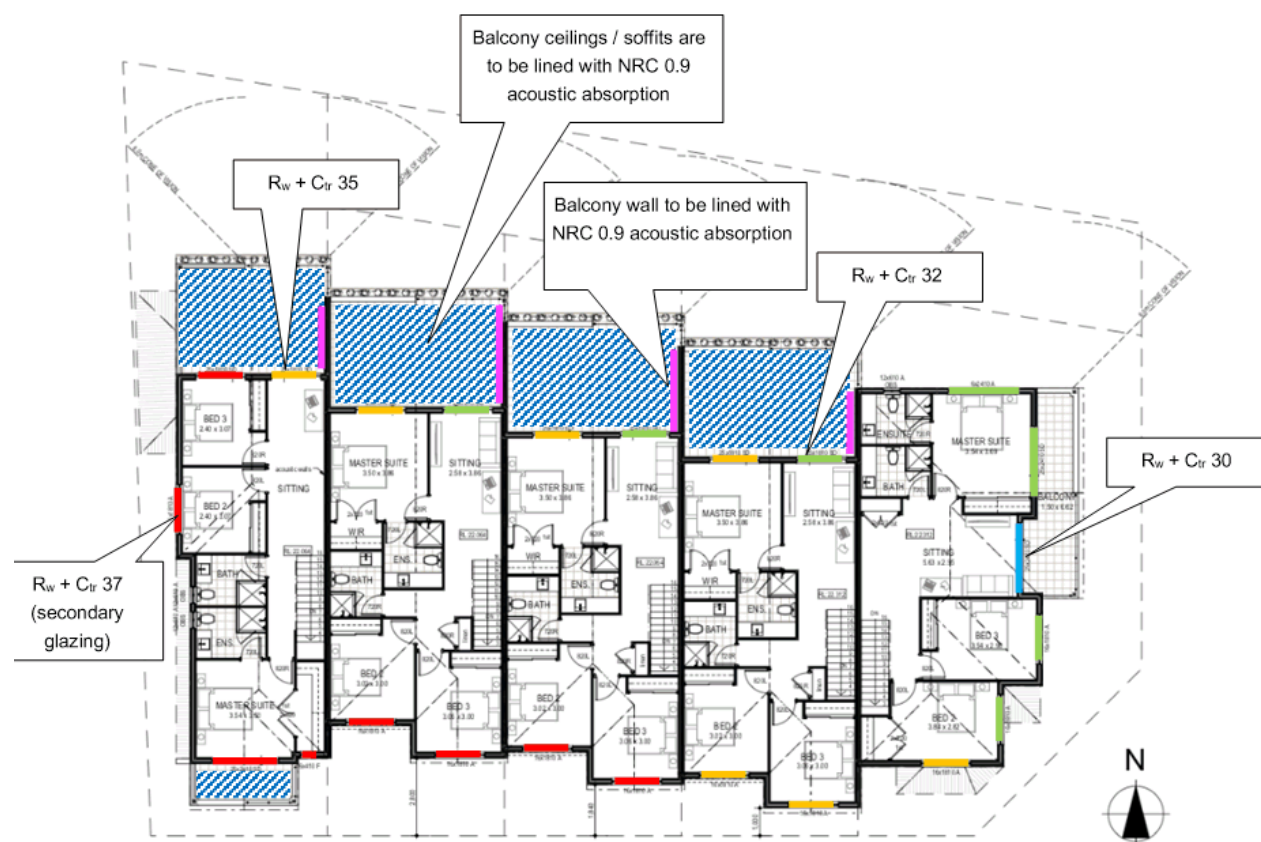


Figure 4: First floor glazing markup

Table 2: Example tested systems to meet required ratings

$R_w + C_{tr}$	Awning	Sliding door
37 (secondary glazing)	10.38 / 92 / 6.38 laminated Alspec Altitude	10.38 / 100 / 6.38 laminated AWS 584
35	12.5 Vlam Stegbar Aluminum	10.5 Vlam sliding door with 12.5 Vlam fixed part Capral 900
32	6.38 laminated Capral Genesis	10.38 laminated AWS 541
30	6.38 laminated Alspec ProTilt	6.38 laminated Alspec ProGlide

Additionally:

- All external doors are to be  $R_w$  30
- External walls are to be  $R_w + C_{tr}$  50
- Top level ceilings are to be constructed with 2 x 10 mm plaster board with insulation laid over
- Mechanical ventilation to be considered to allow glazing to be kept closed
- No untreated façade penetrations are permitted



## 4 Conclusions

This report has provided advice to meet BCA/NCC and SPP 5.4 requirements.

Once the constructions nominated in this report have been implemented, the development is forecast to meet BCA/NCC and SPP 5.4 requirements.

**Determination Advice Notes:**

1. An Infrastructure Protection Bond for the sum of \$3,000 together with a non-refundable inspection fee of \$100 shall be lodged with the City by the applicant, prior to commencement of works, and will be held until all building/development works have been completed and any disturbance of, or damage to the City's infrastructure, including verge trees, has been repaired/reinstated to the satisfaction of the City. An application for the refund of the bond shall be made in writing. The bond is non-transferable.
2. With regard to Condition 4, no further consideration shall be given to the disposal of stormwater 'off site' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of storm water 'off site' be subsequently provided, detailed design drainage plans and associated calculations of the proposed storm water disposal shall be lodged together with the building permit application working drawings.
3. The movement of all path users, with or without disabilities, within the road reserve, shall not be impeded in any way during the course of the building works. This area shall be maintained in a safe and trafficable condition and a continuous path of travel (minimum width 1.5 metres) shall be maintained for all users at all times during construction works. Permits are required for placement of any material within the road reserve.
4. Standard 'Visual Truncations', in accordance with the City's Policy No. 2.2.6 and/or to the satisfaction of the City are to be provided at the intersection of the road reserve boundary, and all internal vehicle access points to ensure that the safety of pedestrians and other road users is not compromised.
5. All new crossovers shall be constructed in accordance with the City's Standard Crossover Specifications.
6. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
7. If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
8. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

**5.5 NOS. 340 & 342 (LOT: 1; D/P: 9897) NEWCASTLE STREET, PERTH - ALTERATIONS AND ADDITIONS TO UNLISTED USE (LODGING HOUSE)**








**TRIM Ref:** D18/85651

**Author:** Clair Morrison, Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Location and Consultation Plan [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Written Statement [↓](#) 
4. Attachment 4 - Management Plan [↓](#) 
5. Attachment 5 - Parking Management Plan [↓](#) 
6. Attachment 6 - Summary of Submissions and Administrations Response [↓](#) 
7. Attachment 7 - Determination Advice Notes [↓](#) 

#### **RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application for development approval for alterations and additions to unlisted use (lodging house) at No. 340-342 (Lot: 1; D/P: 9897) Newcastle Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 7:

##### **1. Use of Premises**

A maximum of 64 persons are permitted to reside at the premises at any one time;

##### **2. Car Parking and Access**

Five parking bays shall be provided on-site, as depicted on the approved plan to the satisfaction of the City;

##### **3. Front Fence**

The area of the fence 1.0 metres above natural ground level shall provide a minimum of 50 percent visual permeability to the street;

##### **4. External Fixtures**

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

##### **5. Stormwater**

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

##### **6. General**

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



**PURPOSE OF REPORT:**

To consider an application for development approval for alterations and additions to an Unlisted Use (lodging house) at Nos. 340-342 Newcastle Street, Perth.

**PROPOSAL:**

The application proposes alterations and additions to an Unlisted Use (lodging house). Specifically, this application incorporates the following:

- the enclosure of the rear alfresco area for the purpose of providing two additional bedrooms;
- the renovation of the existing front alfresco facing Newcastle Street, including the replacement of the existing front fence; and
- the increase in occupancy capacity from 48 persons to 64 persons.

As shown in the plans included in **Attachment 2**.

**BACKGROUND:**

<b>Landowner:</b>	Wayne Brennan
<b>Applicant:</b>	Joel Medalia
<b>Date of Application:</b>	25 May 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Commercial
<b>Built Form Area:</b>	Activity Corridor
<b>Existing Land Use:</b>	Unlisted Use (Lodging House)
<b>Proposed Use Class:</b>	N/A
<b>Lot Area:</b>	3,494.6m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is located at No. 340-342 Newcastle Street, Perth, on the corner of Newcastle Street and Pandal Lane. The subject site comprises a two-storey building, with vehicle access from Pandal Lane and pedestrian access from Newcastle Street. The location plan is included in **Attachment 1**. The site has operated as a lodging house since the original approval was issued by the City of Perth at the October 1989 Special Meeting of Council.

The subject site is zoned Commercial under the City of Vincent Local Planning Scheme No. 2 (LPS2). The site adjoins multiple dwellings to the north and offices to the east and west. The City's records indicate that three noise complaints have been received since 2007 and a total of six have been received since 2000.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent LPS2, the City's Policy No. 7.1.1 – Built Form and the State Government's Residential Design Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Land Use	✓	
Ground Floor Design		✓
Privacy	✓	
Parking & Access		✓
Bicycle Facilities	✓	
External Fixtures	✓	
Surveillance	✓	
Communal Open Space	✓	

**Detailed Assessment**

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

Ground Floor Design	
Deemed-to-Comply Standard	Proposal
Front fences are not permitted	Replacement of the existing front fence
Parking and Access	
Deemed-to-Comply Standard	Proposal
No minimum parking requirements	The retention of five existing parking spaces

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the comments section below.

**CONSULTATION/ADVERTISING:**

The proposed alterations and additions was advertised between 14 June and 28 June 2018 for a period of 14 days. In accordance with the Policy No. 4.1.5 – Community Consultation, the methods of advertising included a sign on site, newspaper advertisement in The Voice, letters distributed to adjoining landowners and plans being published on the City's webpage.

The City received two submissions, one in support and one objecting to the proposal. The objection raised concerns with noise and anti-social behaviour. This is addressed in the later of the report.

**Design Review Panel (DRP):**

Referred to DRP: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Vincent Local Planning Scheme No. 2;
- State Planning Policy 3.1 – Residential Design Codes;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form Policy;
- Policy No. 7.4.5 – Temporary Accommodation; and
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements.

**Delegation to Determine Applications:**

The matter is being referred to Council as the land use is not listed within Table 1 of the City's Non-Residential Development Parking Policy.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

*"Natural and Built Environment*

*1.1 Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**Land Use

The use cannot reasonably be determined as falling within the definition of 'Hotel' in LPS2 and is therefore considered an Unlisted Use. It should be noted however that the use is already approved over, and already operating from, the site.

Ground Floor Design (Front Fence)

The deemed-to-comply criteria for ground floor design does not permit fences that front the street. The proposal includes the replacement of an existing front fence.

The existing front alfresco area is enclosed by a fence that is 2.95 metres in height with 1 metre being impermeable and a 3 metre wide gate for access to the public realm. The proposed fence does not change the overall height of the fence, or the portion of impermeable fencing, however, replaces the current vertical iron fencing to horizontal slat fencing, including a 2.3 metre wide fence for access to the public realm. The proposed fence shall be required to provide visually permeable slatting to provide passive visual surveillance into the public realm. This can be implemented through a standard condition, which is incorporated into the conditions of approval. The proposed alterations to the alfresco are considered to result in an increased visual amenity impact of the existing lodging house, while assisting to reduce the level of noise pollution onto adjoining properties.

In this instance, as the use of the alfresco area will result in noise, it is considered that in this circumstance the front fence is supported. The front fence is considered to soften the impact of noise resulting from the existing use on the neighbouring lots due to the new materials and height. In addition, a condition shall be implemented to ensure that the portion of fence above 1.0 metres, as shown on the plans in **Attachment 2**, is visually permeable to continue to provide passive surveillance to the street.

Car Parking

The proposed use is not listed in the City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements. As a result, the applicant provided a Parking Management Plan.

As the purpose of Spinners Backpackers is to provide an affordable option for temporary accommodation to tourists and visitors, it is likely that a majority of patrons do not have a private vehicle that would be parked on-site. In this regard, the City has not received any complaints with regards to parking associated with the existing use.

There are multiple high-frequency bus stops, including the free Transperth Cat bus, located within the 400 metre pedestrian shed (i.e. 5 minute walk) and Perth Train Station and Busport is located within 1 kilometre of the subject site. In addition, any patron would also have access to taxi and uber services. The existing lodging house also provides a secure, lockable area to store bicycle, and end of trip facilities for visitors.

Although there is an increase in the number of patrons, it is not considered that there would be an increase in demand for private parking on-site, for the reasons above. As a result, it is considered that the proposed Parking Management Plan is consistent with the City's Non-Residential Development Parking Policy, and is supported.

Occupancy Limit

The application involves increasing the maximum occupancy from 48 to 64. To support that increase, the applicant has submitted a Management Plan, which is provided in **Attachment 3**, to address the following potential issues on adjacent properties:

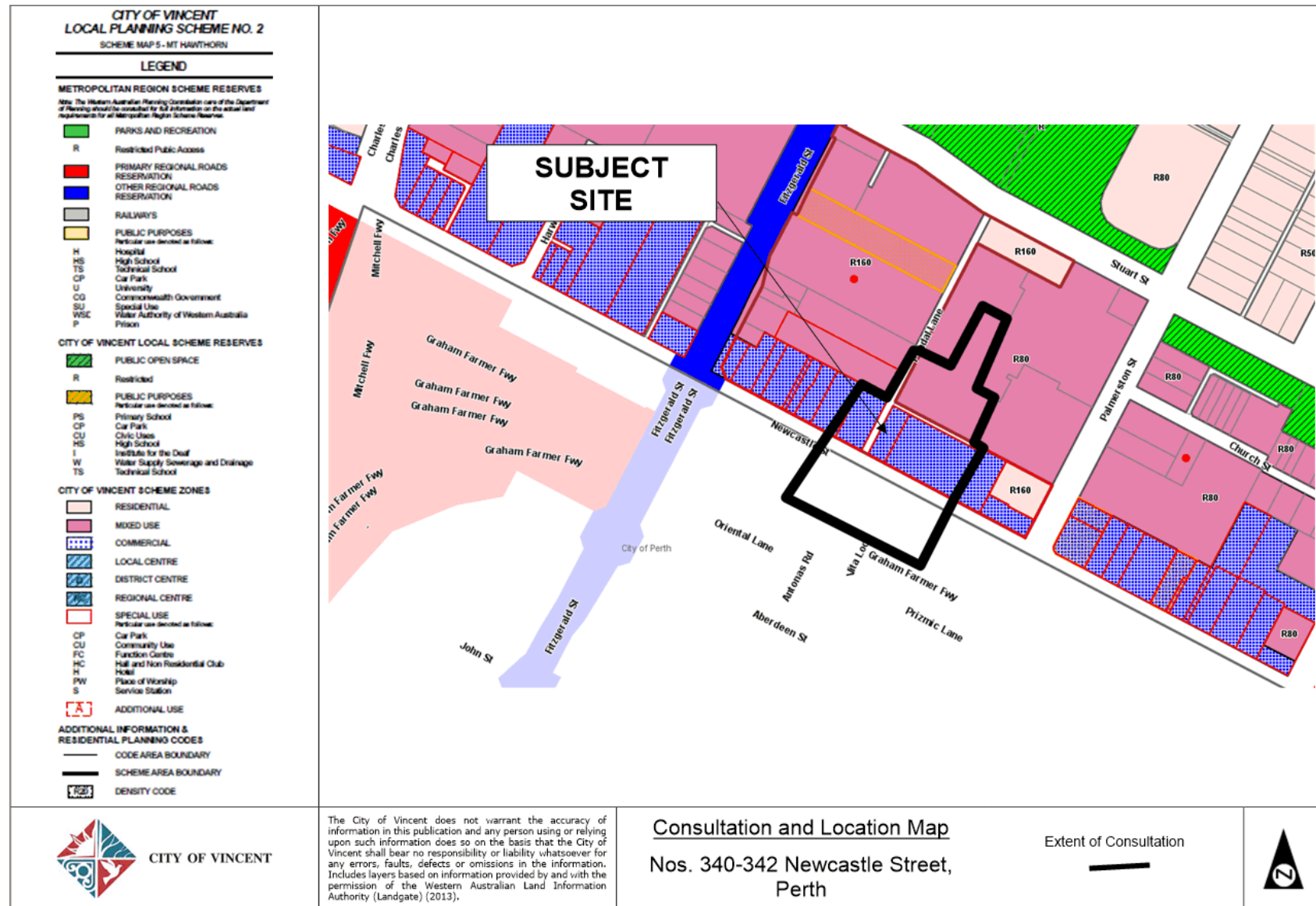
- Control of noise;
- Complaints management;
- Security of guests;

- Control of anti-social behaviour; and
- Parking.

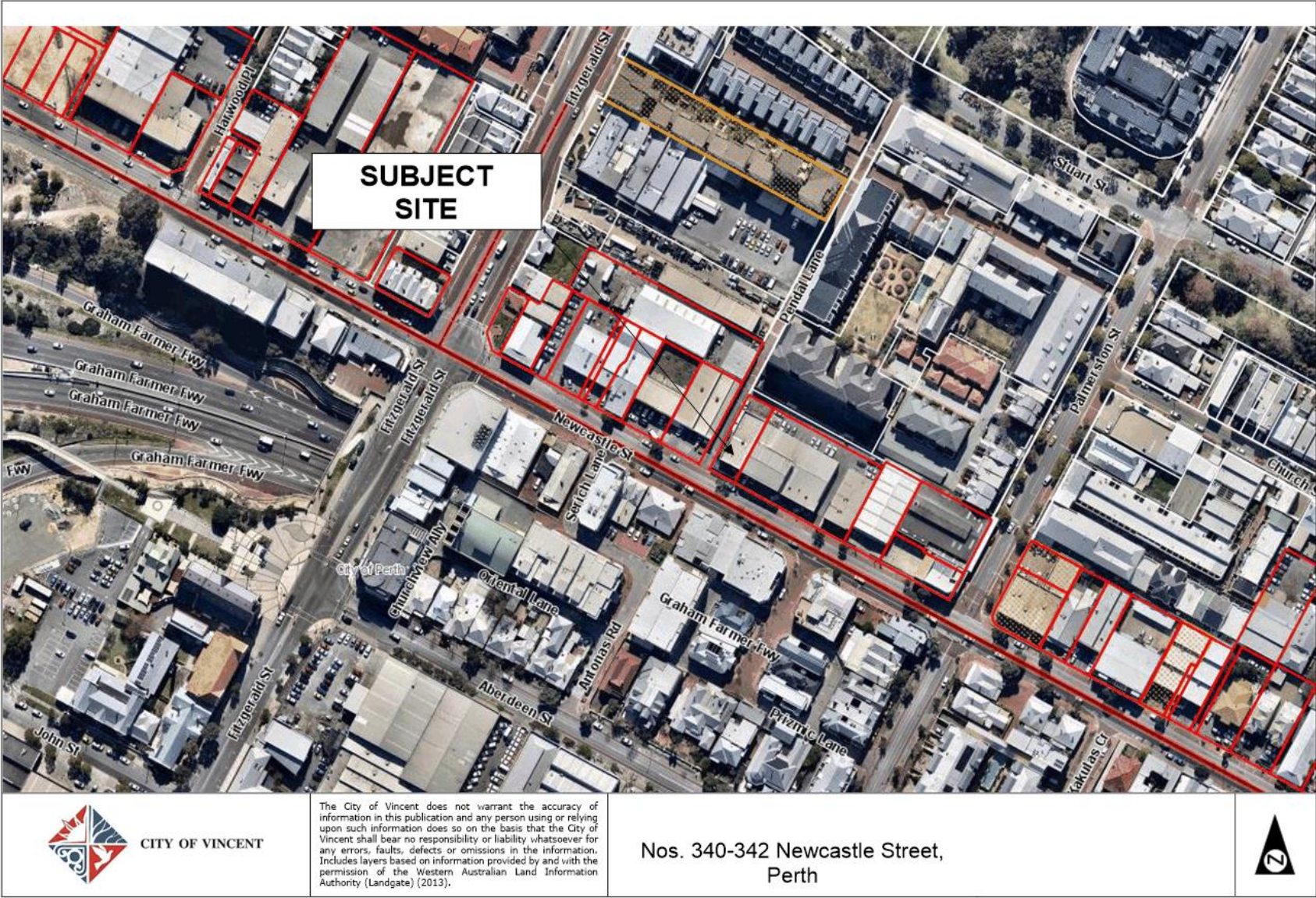
Noise, particularly noise as a result of amplified music equipment, is controlled by enforcing a noise curfew for all guests and by prohibiting the use of personal speakers within the premises (including the outdoor alfresco areas). The hostel will always have at least one employee on site to ensure that all rules are being followed by occupants and to respond to any queries from any neighbouring properties. The new management team have committed to a zero-tolerance policy for anti-social behaviour, with any breaches of the management plan resulting in your stay being terminated.

#### Conclusion

The proposal is to increase the number of persons permitted at any one given time, enclose the rear alfresco area to include an additional two bedrooms and renovate the front alfresco area. Enclosing of the rear alfresco area and replacement of the existing fence along Newcastle Street is considered to reduce the impact of noise on the adjoining residential properties and the additional guest will not have a detrimental impact on the local area. As a result, the proposal is supported.











current front.





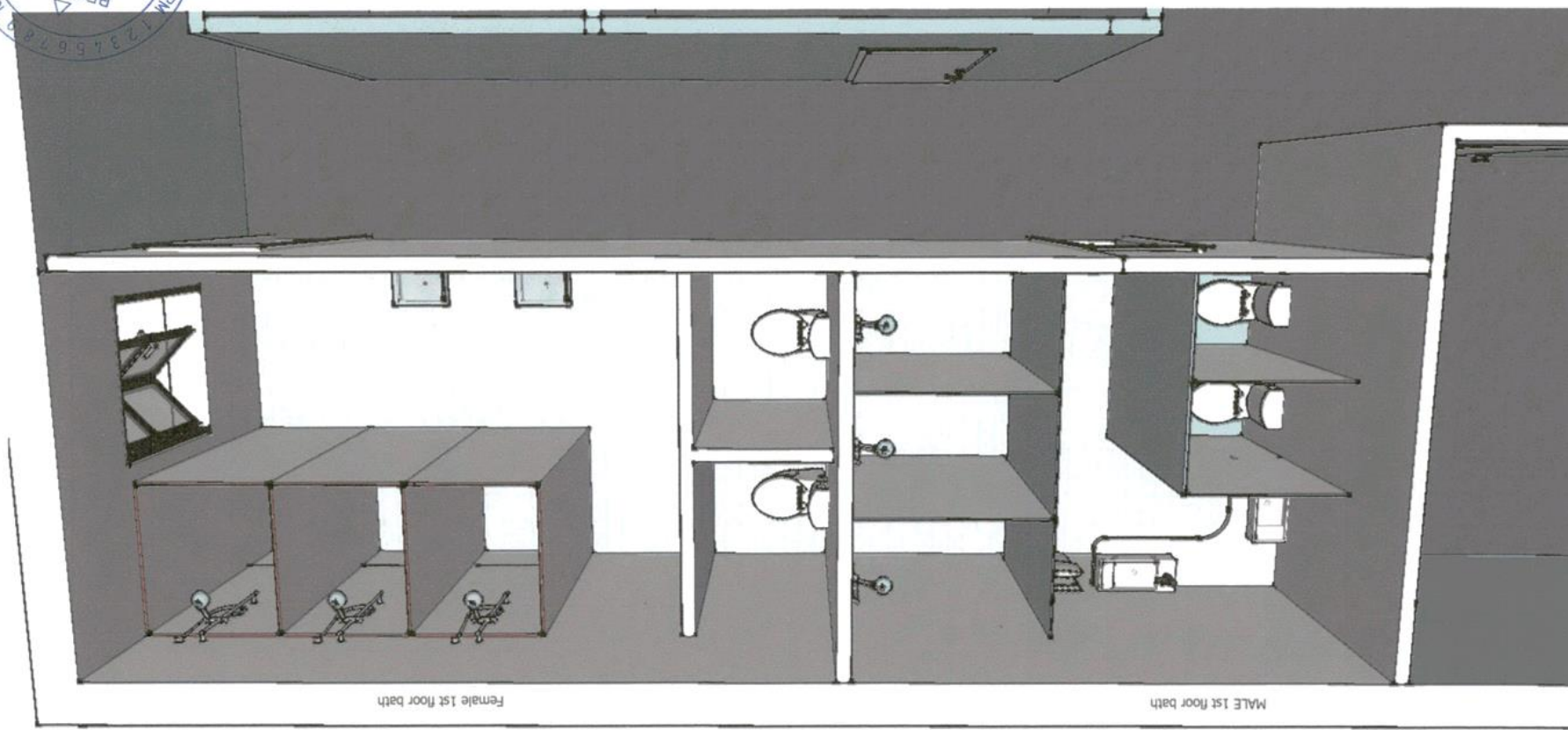




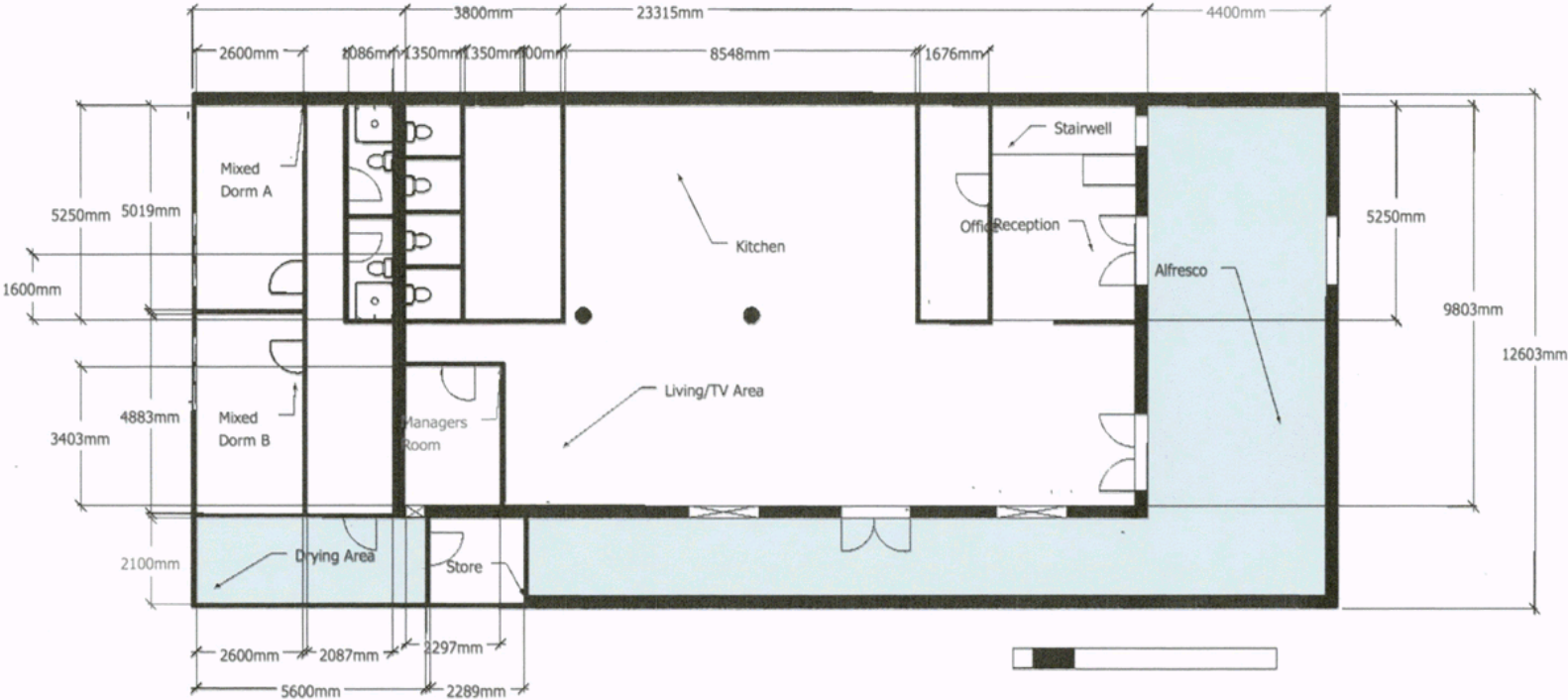


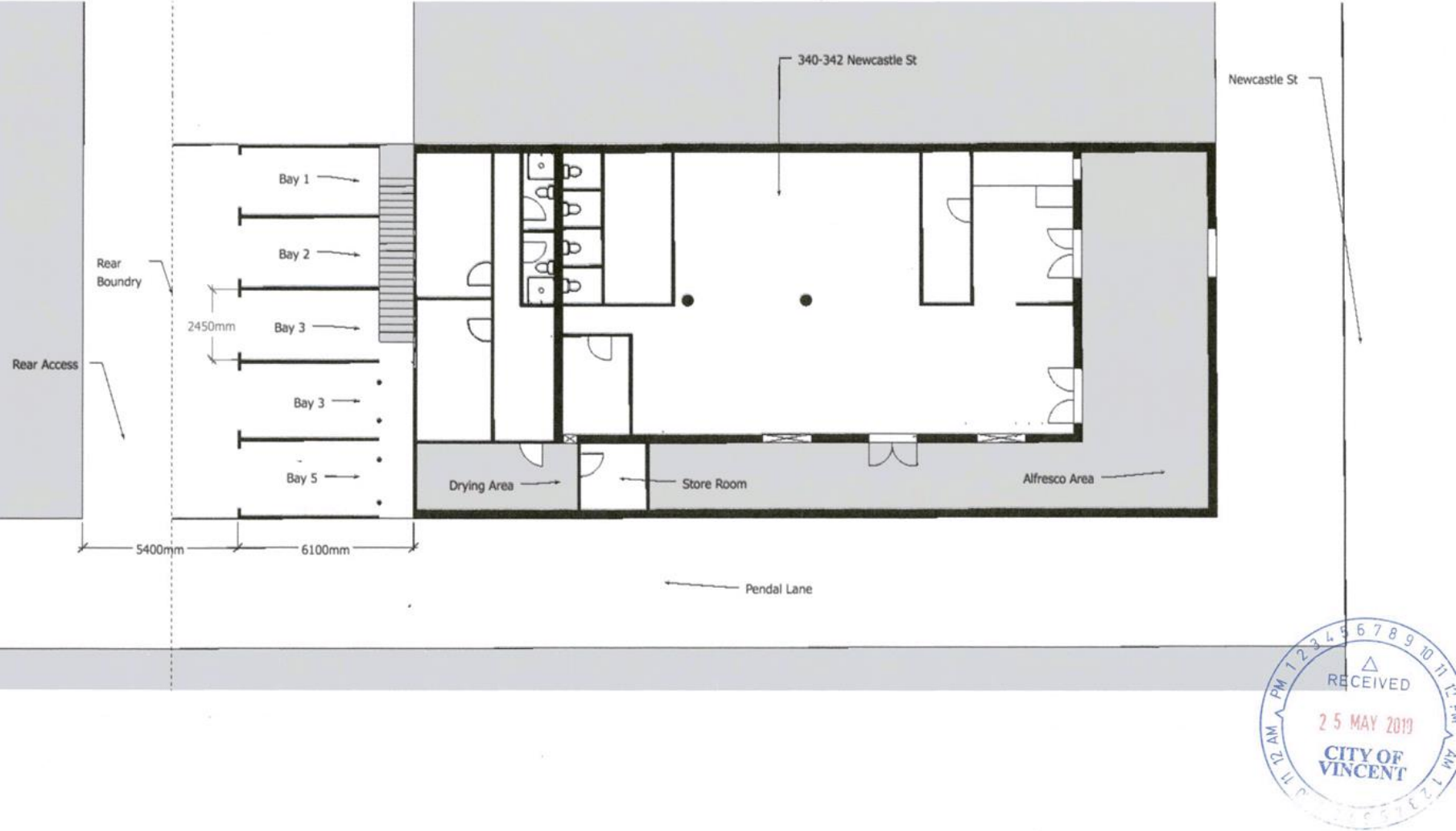






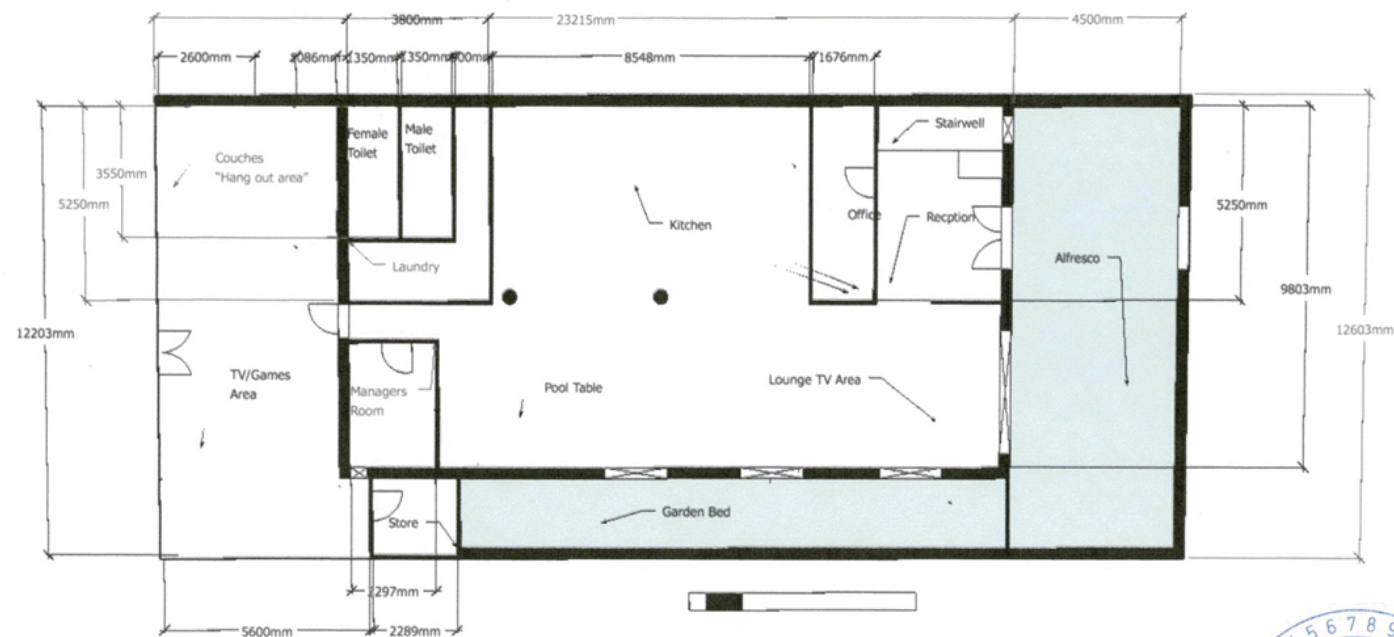












old . . .





# Spinner's Backpackers Perth

The idea behind the new "Spinners Hostel"

Backpackers the world over are changing.

Out – Overcrowded, under-loved and unwelcoming backpackers.

In – Enjoyable bespoke hostels. The same community atmosphere, Combine with optional privacy and Facility's you wouldn't expect in a hostel.

The new Spinners will be the first of this new brand of hostels in Perth where not just the young come to stay.

Everything about the concept is generous – from the commercial sized kitchen to the oversized sofas in the oversized living / entertainment areas. From the purpose built out door dining space to the polished concrete day beds, from the individual computer nooks by each bed to the built in bathroom hairdryers – Spinners is the new generation of backpackers.

We're creating an environment that guests look forward to coming home to.





## Spinner's Backpackers Perth

### Scope of works:

By completing the below works we will increase our capacity from 48 to 64 beds and at the same time provide a more generous and enjoyable living environment for our guests.

A pivotal part of this will be conversion of the second TV area on the ground floor into two new "family" dorms with new adjacent bathrooms

The two existing 1<sup>st</sup> floor bathrooms and ground floor toilets as well as the Laundromat will also be reconfigured to more than double the existing number of toilets, showers and laundry facility's.

-Increase ratio of Toilet facilities

4 Male Toilets

4 Female Toilets

2 Unisex Toilets

3 Male Showers

3 Female Showers

2 Unisex Showers

All bathrooms fully renovated.

New tiles, toilet and shower partitions, sinks, tapware mirrors and paint

-Additional Laundry facilities

3 Washing Machines

2 Dryers

Large allocated out door drying area



-Kitchen

New floor coverings throughout  
All new stainless countertops, benches and sinks  
New range hoods and extraction  
25 seat polished concrete communal dining table  
Allocated dry food store (1per bed)  
Addition communal Fridge space  
All new appliances, cookware, crockery and cutlery  
Repaint throughout

-Living Area

Custom built 20-seat couch  
Allocated lap top areas with charging/USB stations  
Replacing living area doors and windows for improved airflow and natural light  
Replace all carpet and floorcovering  
Repaint throughout

-Reception

Automatic security front gate and doors for improved security and functionality  
New polished concrete floors and reception desk  
Latest booking and check in technology with 24hr check in available

-Dorms and private rooms

New Privacy bunks with inbuilt charging and nightlight station  
Custom built Backpack storage for each bunk  
Replacing all skylights to enable natural airflow and light into every room  
New carpets throughout  
Custom daybeds and dressing tables in every room  
New electronic card system for improved security

-Alfresco Area

3 completely independent out door living/dining areas  
Replacing old roof structure and fencing to increase privacy, security and light  
News built in daybeds and dining table  
Comprehensive front garden with communal herb garden  
New outdoor fans, misting system and electric heaters  
Replace existing paving  
Allocated Smoking and Non-smoking areas





Under the new Spinners Hostel management system we have addressed and will be implementing strategies that address the 5 points The Planning Department addressed.

#### 1. Controll of noise

A key part of the reconfiguration of the hostel was moving the “chillout area” where guests are encouraged to socialize from the rear of the building to the internal common area and alfresco area fronting Newcastle st. This will ensure the noise is contained within the hostel and away from the apartments at the rear of the premises. Additionally we are installing a sound system that will be controlled exclusively from the main office ensuring the volume and noise curfew of 9pm -8am will be heeded at all times .

#### 2. Complaints management procedure

As we will have a manager on call 24hrs a day guests are encouraged to come to the staff if they have any complaints or quires during their stay with us. There is an intercom system being installed at the front gate linked to the reception that will give anyone outside of the hostel the opportunity to talk directly with the onsite manager.

#### 3. Security of guests

We have a comprehensive CCTV system monitoring the hostel 24hrs a day with a live feed to the main office where the onsite manager will be located. The new locked front gate will provide additional security to the guests and insure that only guests with keys or registered visitors have access to the hostel and outdoor alfresco areas. All visitors will be asked to sign in at the reception desk upon entry to the hostel.

#### 4. Control of anti-social behavior

As a family owned and operated hostel Spinners has always prided it self on proving a safe, friendly and enjoyable atmosphere for its guests. At check-in all guests are given a quick orientation of the hostels features, facility's, fire procedure and what is required of them as a guest at Spinners. They are asked to sign a form stating they will adhere to our terms and conditions of stay and acknowledge there is a zero tolerance policy for antisocial behavior. Failure to do so may result in your stay being terminated.

#### 5.Parking

The vast majority of our guests arrive by foot and will not require assistance with parking. However we will have 4 toll free bays provided at the rear of the premises that guests are welcome to use those 24hrs a day. If they are looking for alternative parking we will provide directions to the nearest available car park facility's of which there are several within a few hundred meters.



## PARKING MANAGEMENT PLAN FRAMEWORK

Owner/Applicant Details	
Name:	Joel Medalia
Address:	100 Broome St Highgate
Phone:	Landowners details concealed for privacy.
Email:	
Applicant Signature:	Joel Medalia

Property Details	
Lot Number:	
Address:	340-342 Newcastle St Northbridge.

Parking Allocation	
Total Number Car Parking Spaces:	5
Total Number Short Term Bicycle Parking Spaces:	12
Total Number Long Term Bicycle Parking Spaces:	12
Total Number Other Bays:	-

Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
	Staff	24 Hrs	1	2	-
	Customers	24 Hrs	4	10	-

	Other				

**Alternative Transport:**

<u>Transport Option</u>	<u>Type &amp; Level of Service</u>
<b>Public Transport</b>	
Train	15 minute walk to PerTL Train Station.
Bus	blue & black cat buses, 950, 10L 103, 42, 55 leave at 6 minute intervals from Newcastle St or within 4 minute walk
<b>Pedestrian</b>	
Paths	Foot Path access to PerTL CBD
Facilities	Full Shower facilities on site
<b>Cycling</b>	
Paths	cycle Path access to all main arteries in PerTL
Facilities	
Secure Bicycle Parking	lockable bike storage
Lockers	assigned lockers for all guests
Showers/Change Room	full Shower facilities

**Public Parking:**

	No. Marked Spaces	Location	Parking Restrictions
On Street Parking	—		
Off Street Parking	5	Rear of building	—

**Summary of Submissions:**

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

Comments Received in Objection:	Officer Technical Comment:
<p><u>Noise</u></p> <p>There have been occasions when neighbours have had to contact the City of Vincent due to ongoing excessive noise from occupants. Particularly from the rear open living area.</p> <p>Noise issues have been resultant from loud music and lighting equipment set up in the rear open living area, and occupants using tools to work on vehicles and caravans.</p>	<p>The application has been submitted due to a change in ownership of Spinners Backpackers, and a resultant change in vision for the operation and type of occupants it will attract. The applicant has submitted a Management Plan as part of the development application which makes the following notes regarding noise:</p> <ul style="list-style-type: none"> <li>• The reconfiguration of the lodging house removes the rear open living area and having one dedicated open living area facing the street. This has been done to move the noise away from the apartments at the rear of the lodging house;</li> <li>• In addition to the relocation of the open living area, the materials for the proposed fencing provide additional buffering of noise that may impact on surrounding properties; and</li> <li>• There is one sound system to be installed, and permitted, and is controlled by employees with no music being permitted after 9:00pm.</li> </ul> <p>In addition, the lodging house, regardless of the number of occupants permitted, is required to comply with the maximum noise levels prescribed under the <i>Environmental Protection (Noise) Regulations 1997</i>. If any neighbour is aggrieved by the level of noise produced at the lodging house, a complaint can be made to the City's Health Services team to determine if compliance with the Regulations 1997 is being achieved.</p>
<p><u>Anti-social behaviour</u></p> <p>There have been occasions when neighbours have had to contact the police department due to anti-social and unacceptable public behaviour from occupants.</p>	<p>The application has been submitted due to a change in ownership of Spinners Backpackers, and a resultant change in vision for the operation and type of occupants it will attract. The applicant has submitted a Management Plan as part of the development application which makes the following notes regarding anti-social behaviour:</p> <ul style="list-style-type: none"> <li>• All guests are provided with and required to sign a code of conduct (terms and conditions of stay) condoning any anti-social behaviour;</li> <li>• There is now an enforceable zero tolerance policy to any guest that contravenes these terms and conditions, which results in their stay being terminated; and</li> <li>• An employee will be on-site at all times, ensuring any complaint can be made directly to Spinners Backpackers management via telephone or through the intercom installed at the gate facing Newcastle Street.</li> </ul> <p>Should any neighbour feel aggrieved by any behaviour of a guest of the lodging house, and do not wish to contact Spinners Backpackers directly, it is recommended that they contact the police department.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer Technical Comment:
<p><u>Parking</u></p> <p>Cars often block the laneway.</p>	<p>The City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements does not prescribe a minimum parking requirement for lodging house or an alternative land use that accurately reflects the existing backpackers, a Parking Management Plan was required as part of the application. There are five parking bays at the rear of the property, accessed via the laneway. These bays are primarily for staff, as the guests are expected to be not be residents of Perth, and therefore, it is considered unlikely that majority of guests utilise private vehicles. The submitted Parking Management Plan notes the various alternative forms of transport, including:</p> <ul style="list-style-type: none"> <li>• Walking;</li> <li>• Cycling; and</li> <li>• Public transport.</li> </ul> <p>These forms of transport are complimented by secure lockers for bicycles and end of trip facilities for all guests. In addition, the subject site is located within 400 metres of a high frequency bus stop and 800 metres of Perth train station, the central station for all train networks within the Perth Metropolitan Region. Promotion of these alternative transport options reflect the objectives of the City's Policy No. 7.7.1 – Non-Residential Development Parking Requirements. As such, Officer recommendation is to approve the submitted Parking Management Plan.</p> <p>Any guest are able to utilise on-street parking provided by the City of Vincent, should it be done in accordance with the relevant time restrictions and/or with payment of the associated fee. Should any neighbour be aggrieved due to any car contravening the relevant parking requirements, or due to cars blocking the laneway, they may lodge a complaint with the City's Ranger Services, who are responsible for the enforcement of the City's Parking and Parking Facilities Local Law.</p>



Determination Advice Notes:

1. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.
2. With reference to Condition 5, no further consideration shall be given to the disposal of stormwater 'offsite' without the submission of a geotechnical report from a qualified consultant. Should approval to dispose of stormwater 'offsite' be subsequently provided, detailed design drainage plans and associated calculations for the proposed stormwater disposal shall be lodged together with the building permit application working drawings.
3. The Right of Way shall remain open at all times and must not be used to store any building or other material or be obstructed in any way. The Right of Way surface (sealed or unsealed) shall be maintained in a trafficable condition for the duration of the works. If at the completion of the development the Right of Way condition has deteriorated, the applicant/developer shall make good the surface to the full satisfaction of the City.
4. Any new signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Development Application and all signage shall be subject to a Building Permit Application, being submitted and approved prior to the erection of the sign.
5. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

**5.6 NO. 440 (LOT: 1; STR: 60424) WILLIAM STREET, PERTH - CHANGE OF USE FROM OFFICE TO EDUCATIONAL ESTABLISHMENT****TRIM Ref:** D18/95674**Author:** Andrea Terni, Urban Planner**Authoriser:** Luke Gibson, A/Director Development Services**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Development Application Supporting Information [↓](#) 
4. Attachment 4 - Parking Impact Statement and Management Plan [↓](#) 
5. Attachment 5 - Determination Advice Notes [↓](#) 

**RECOMMENDATION:**

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, APPROVES the application for development approval for a Change of Use from Office to Educational Establishment at No. 440 (Lot: 1; STR: 60424) William Street, Perth, in accordance with the plans shown in Attachment 2, subject to the following conditions, with the associated determination advice notes in Attachment 5:

**1. Use of Premises**

- 1.1 The area shown as 'Educational Establishment' on the approved plans shall be used in accordance with the definition of 'Educational Establishment' as defined by the City's Local Planning Scheme No. 2;
- 1.2 The maximum number of persons attending the Educational Establishment at any one time shall be limited to 56 persons; and
- 1.3 The hours of operation for the Educational Establishment shall be limited to the following times:

Monday to Friday – 8:00am to 8:00pm;

**2. Parking Management Plan**

A Parking Management Plan setting out the parking management strategies for the development to the satisfaction of the City shall be lodged with and approved by the City prior to the use or occupation of the development. The Parking Management Plan shall detail the measures to be implemented to inform and encourage all students of alternative means of transport to the site including public transport, cycling and walking; and

**3. General**

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

**PURPOSE OF REPORT:**

To consider an application for development approval for a change of use from Office to Educational Establishment at No. 440 William Street, Perth (the subject site).

**PROPOSAL:**

The application seeks approval to change the use of the subject premises from Office to Educational Establishment. The Educational Establishment is proposed to operate on the third floor of the existing five-storey mixed use building and will provide one to two year vocational educational training courses in English and business, catering for overseas students on student visas. The educational establishment will have six employees, accommodate up to 50 students and operate from 8:00am to 8:00pm, Monday to Friday. The application proposes to use 10 car parking bays which are dedicated to the premises. No external alterations or additions are proposed to the existing building as part of this application, with the internal fit out alterations being limited to the third floor.

**BACKGROUND:**

<b>Landowner:</b>	Perfect Time Pty Ltd
<b>Applicant:</b>	Pinnacle Planning
<b>Date of Application:</b>	21 May 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: District Centre R Code: N/A
<b>Built Form Area:</b>	Town Centre
<b>Existing Land Use:</b>	Office
<b>Proposed Use Class:</b>	Educational Establishment
<b>Lot Area:</b>	975m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is located on William Street between Brisbane Street and Robinson Avenue. The site is occupied by a single building, as shown on the location map included as **Attachment 1**. The site is bound by an office building to the north, an eating house and unlisted use (nightclub) to the south and a mixed use development to the rear. Directly opposite William Street, the subject site abuts the heritage listed Perth Mosque and a current vacant lot.

The subject site and surrounding area fronting William Street is zoned 'District Centre' whilst the adjoining properties to the rear of the site are zoned 'Mixed Use' with a density coding of R80 under the City's Local Planning Scheme No. 2 (LPS2).

On 11 May 2010, Council approved a mixed use development on the site, which involved a four-storey commercial building comprising four shops, 10 offices and associated car parking. The proposal provided a surplus of car parking for the site of 5.06 car parking bays.

On 18 December 2012, Council approved a subsequent development application for a fifth storey comprising four multiple dwellings.

Since construction of the site in 2013, a number of change-of-use applications have been approved and have resulted in sufficient car parking bays onsite.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent LPS2, the City's Policy No. 7.1.1 – Built Form and the State Government's Residential Design Codes. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
<b>Land Use (only where required)</b>		✓
<b>Parking &amp; Access</b>		✓
<b>Bicycle Facilities</b>		✓

**Detailed Assessment**

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

Land Use	
Deemed-to-Comply Standard	Proposal
<b>Local Planning Scheme No. 2</b>	
"P" Use	Educational Establishment "D" Use
Parking and Access	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.7.1 – Non-Residential Development Parking requirements</b>	
<b>Car bays</b>	
To be determined by the City on a site specific Parking Management Plan	Parking Management Plan included and 10 car parking bays dedicated to the premises
<b>Bicycle Bays</b>	
To be determined by the City on a site specific Parking Management Plan	Parking Management Plan included and 9 bicycle racks provided on-site

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the comments section below.

#### CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 14 days from 11 June 2018 to 24 June 2018. The method of consultation being 132 letters mailed to all owners and occupiers adjacent to the site, as shown in **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation.

No submissions were received during the community consultation period.

#### Design Review Panel (DRP):

Referred to DRP: No

#### LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements.

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

#### Delegation to Determine Applications:

This matter is being referred to Council as the development proposes a new 'Educational Establishment' and the Chief Executive Officer has not been delegated the authority to determine new 'Educational Establishment' land uses.

#### RISK MANAGEMENT IMPLICATIONS:

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment

1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil. \

**COMMENTS:**

Land Use

The subject site and surrounding area is zoned District Centre under the City's LPS2. The immediate vicinity surrounding the subject site is characterised by a mix of residential and commercial uses. The properties directly adjacent the subject property on William street include the Perth Mosque, which also incorporates a shop to an existing building within the lot, an office building to the north, an eating house and unlisted use (nightclub) to the south and a mixed use development to the rear.

The Educational Establishment is consistent with the commercial nature of the subject site and is considered appropriate to the local area given the use caters towards overseas students who are on student visas. The locality is central and well serviced by public transport with the Perth train station being approximately 900 metres from the subject site. Given the context of the subject site and the proposed operations, the Educational Establishment is considered to be consistent with the objectives of the District Centre zone, which envisions development to be of a community focus point for people, services, employment and leisure that are highly accessible and to ensure levels of activity, accessibility and diversity of uses and density is sufficient to sustain public transport.

Car Parking

The City's Policy No. 7.7.1 – Non-Residential Development Parking Requirement requires the car parking for an Educational Establishment to be determined by the City on a site specific Parking Management Plan.

The applicant has confirmed that the site currently accommodates 37 car parking bays (including one ACROD car parking bay) and that 10 car parking bays are to be dedicated to the subject Educational Establishment. The applicant has confirmed that the on-site car parking bays are available for both staff and students, who wish to pay for a car parking space. As such, arrangements will be made with the staff and students who request to occupy a car parking bay in order for them to gain access to the car parking bays on site.

The applicant has provided a Parking Management Plan which provides detail of alternative transport measures to access the subject site. The existing mixed use development provides an end of trip facility which incorporates six bicycle racks, a shower facility, a changing room and secure lockers, and is accessible from the car parking area of the development. The applicant has confirmed that prior arrangements will be made with the students and staff who wish to use the internal bicycle bays and end of trip facilities to allow for access and use. An additional three bicycle racks are located at the front entrance of the subject site adjacent the vehicle entrance of the building, which is easily visible and accessible for the public. It is noted that additional bicycle racks are also available for the public in the verge areas in close vicinity of the subject property.

In addition to the bicycle bays, the submitted report outlines the subject site has access to public transport and is located approximately 800 metres or 12 minute walk from the Perth train station, approximately 160 metres or 3 minute walk to a high frequency bus route (Brisbane Street) and approximately 500 metres or 8 minute walk to Aberdeen Street where the blue cat bus operates. The site is well situated to allow for on street car parking which is available directly adjacent the subject site from Brisbane Street to Robinson Avenue. The on street car parking requires the payment of a fee and is available for parking vehicles at all hours. In addition to on street car parking, the site is located in close vicinity to off street public car parking areas, including the City of Perth State Library public car park which is approximately 400 metres from the subject site and

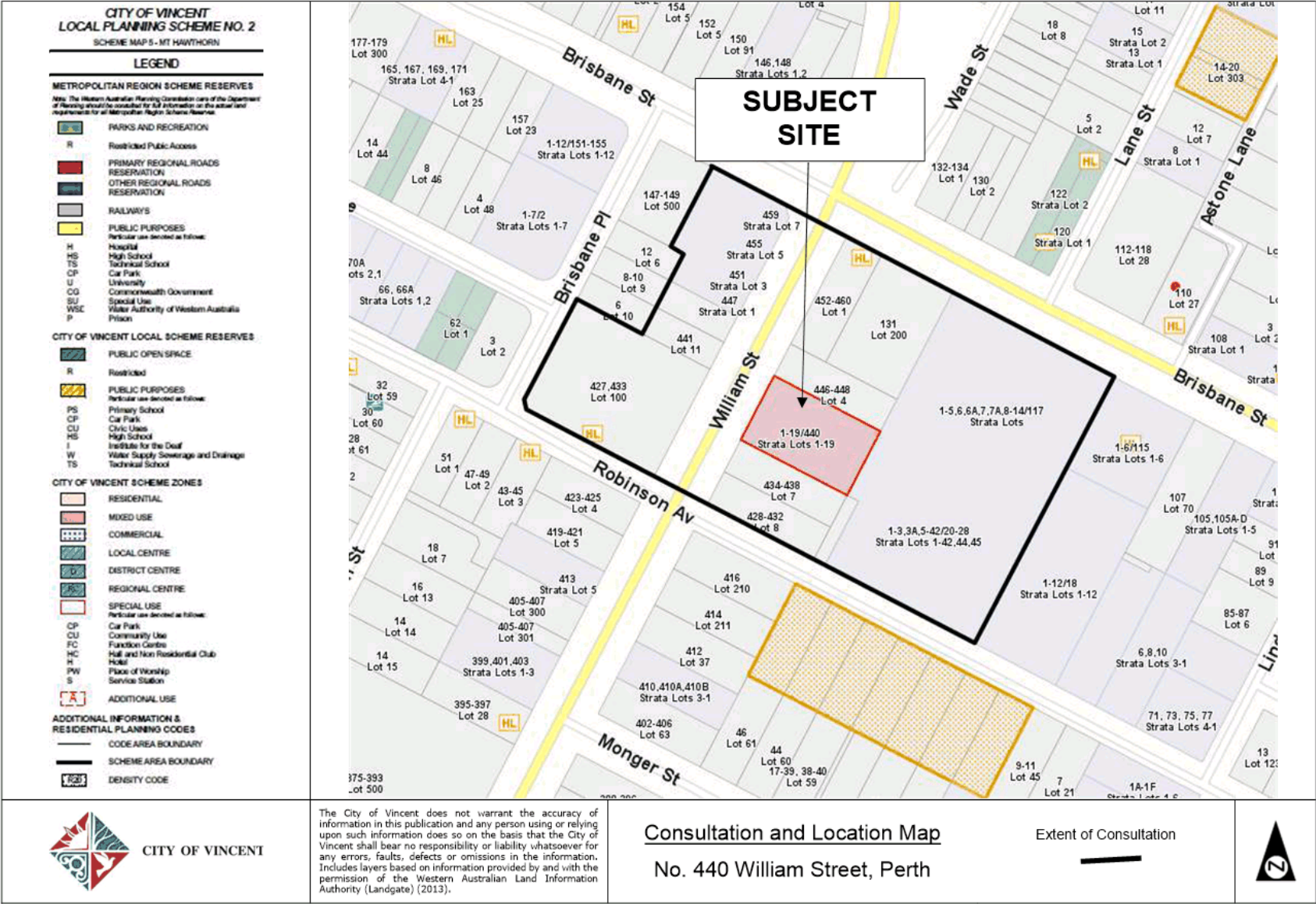


accommodates 607 regular car parking bays, 7 disability car parking bays and 14 motor cycle bays. The site is also approximately 450 metres from the Brisbane Street car park which accommodates 214 car parking bays.

Given the central location of the subject site, the availability of both public transport facilities and car parking in the surrounding area and the submitted parking management plan, it is considered that the available car parking and bicycle parking arrangement onsite is sufficient to manage the car parking requirements of the Educational Establishment whilst also promoting alternative modes of transport, which is consistent with the objectives of the City's Policy No. 7.7.1 – Non-Residential Development Parking Requirement.

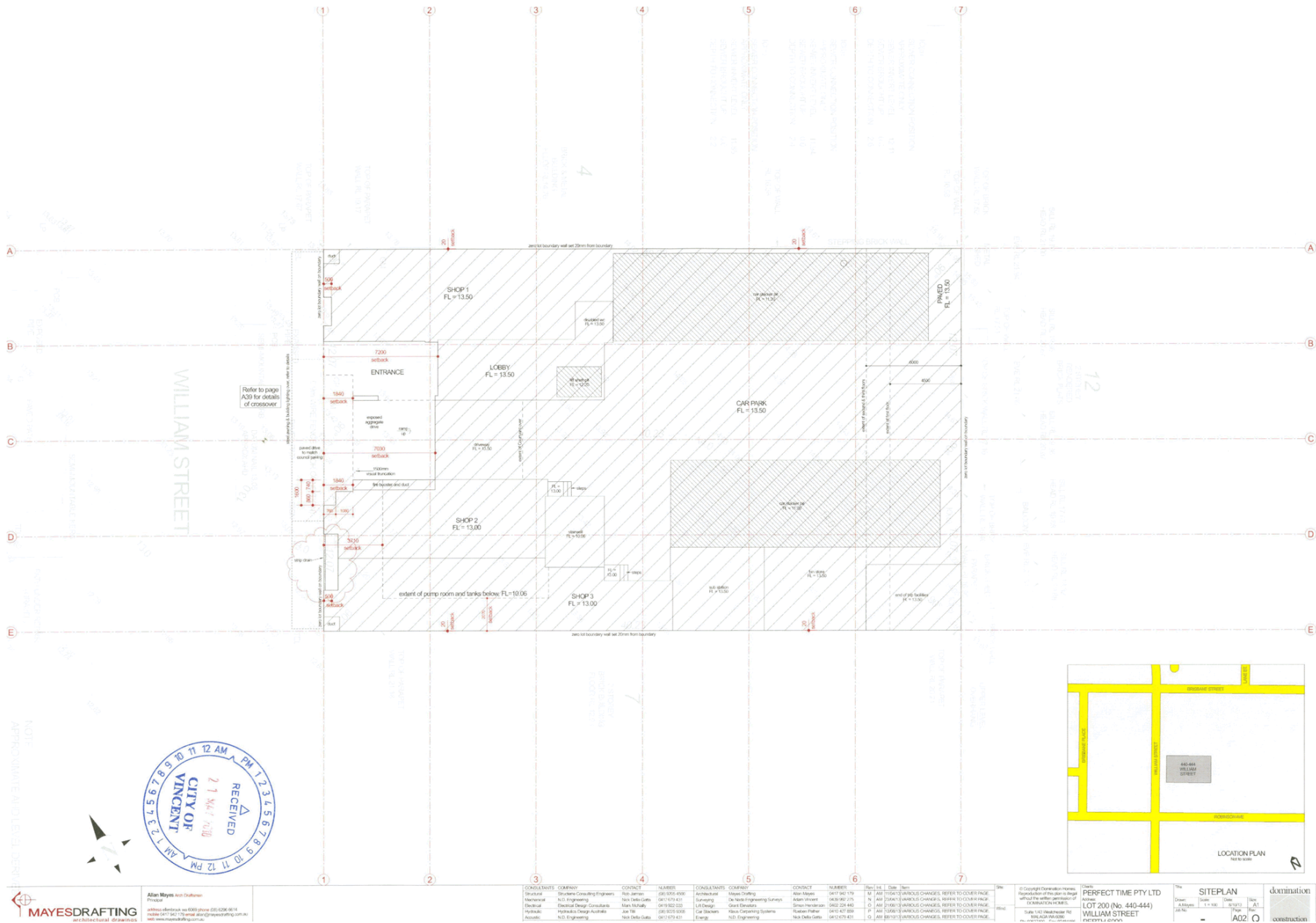
#### Conclusion

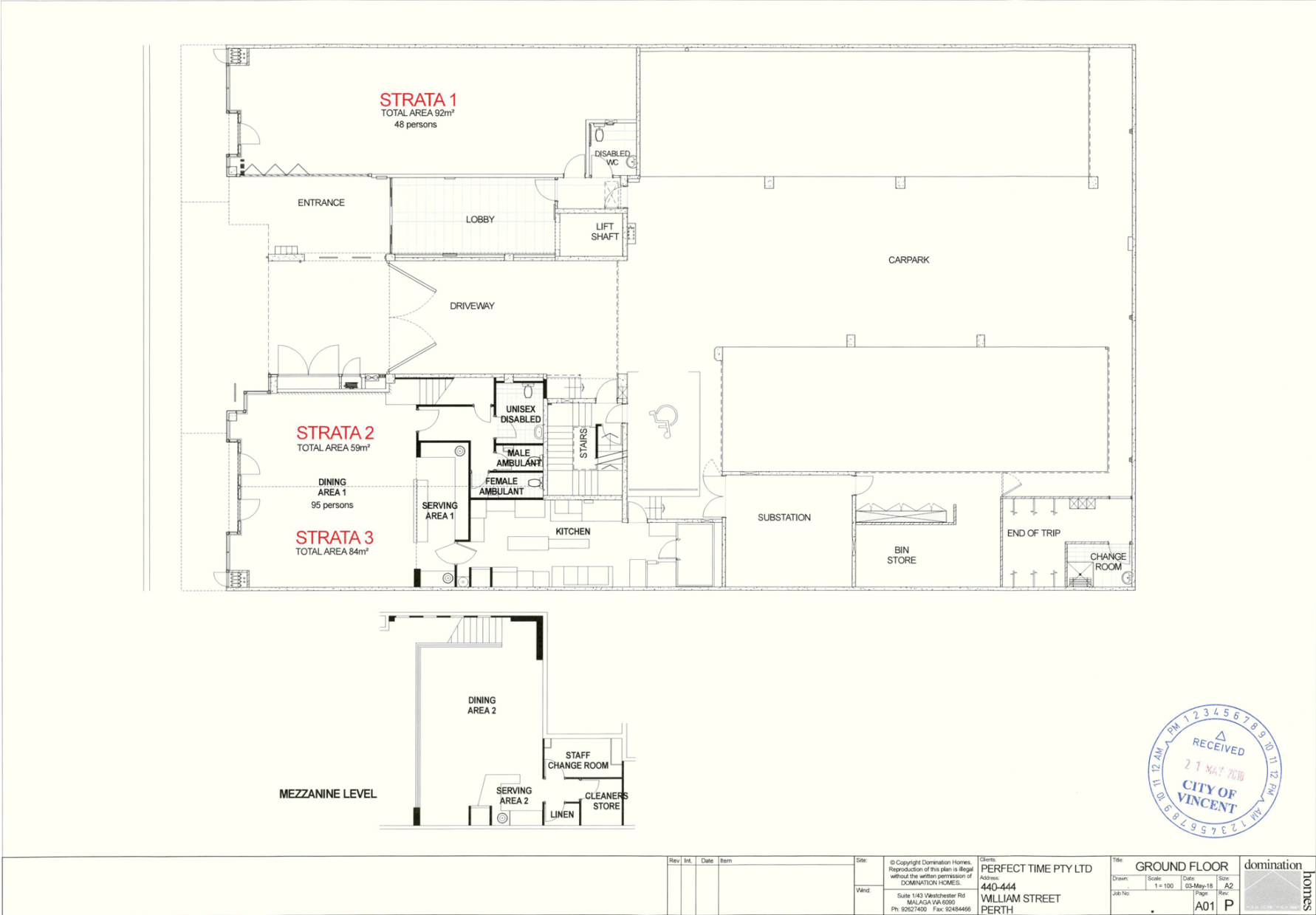
The proposal is considered to be an appropriate use of the site and compatible with the mixed use nature of the area. It is recommended the development is approved subject to conditions.



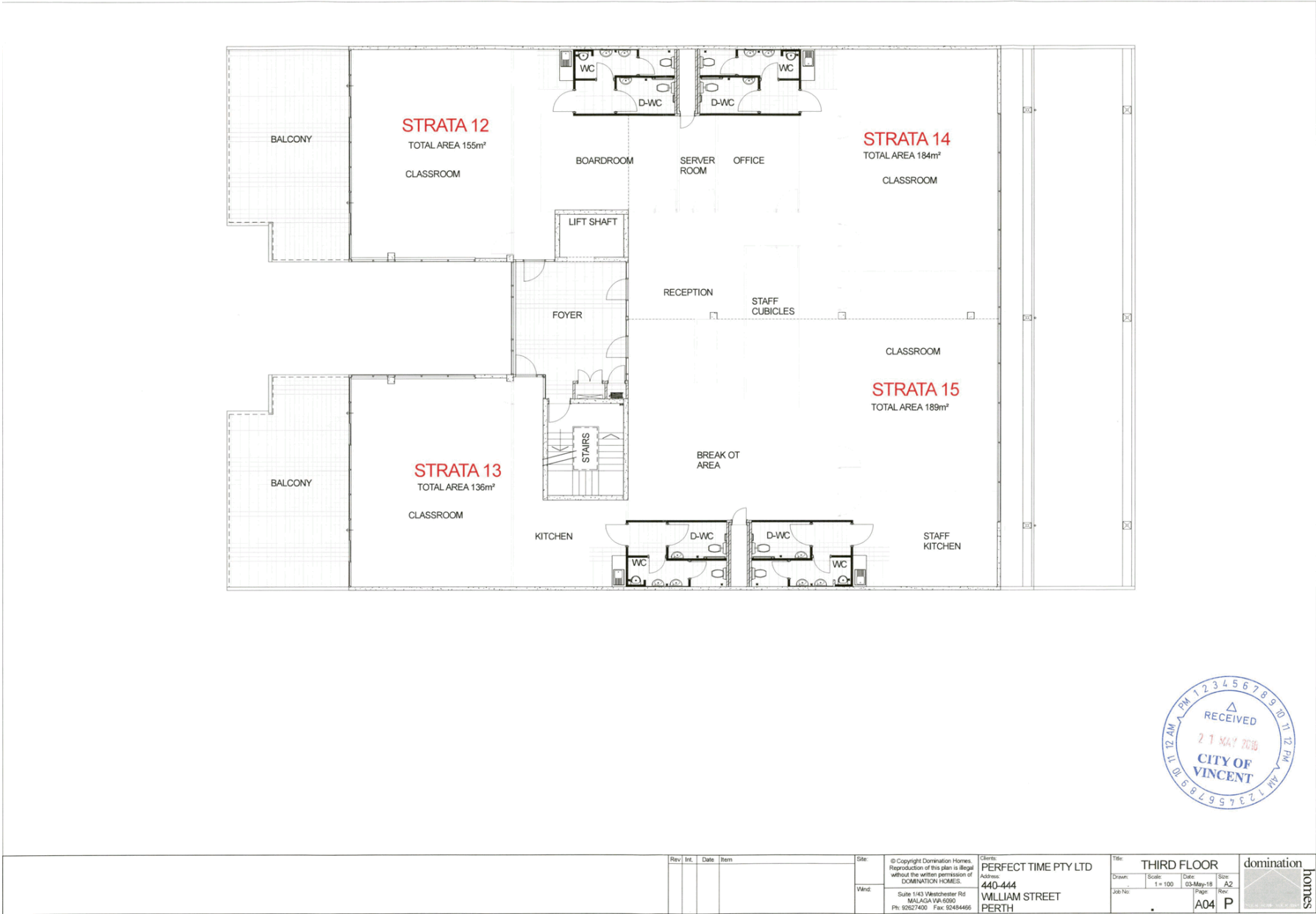




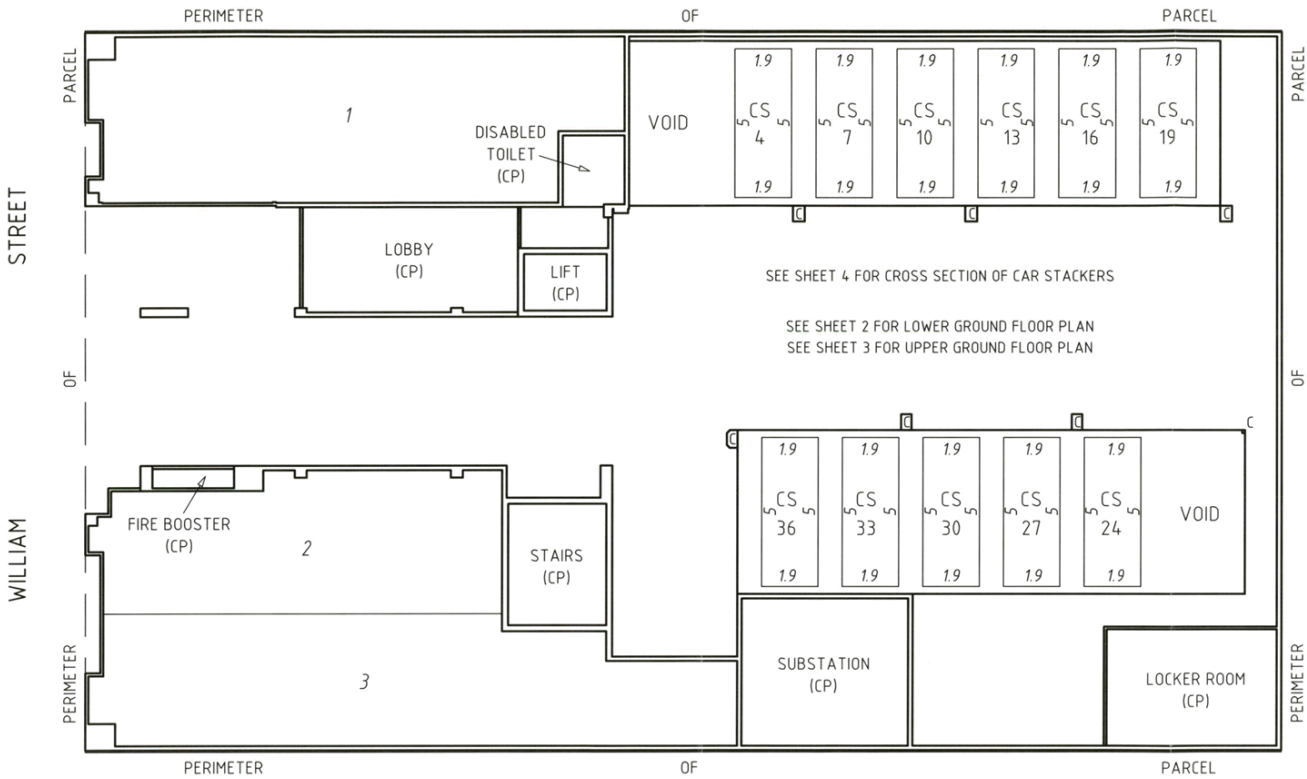












NOTE: CAR STACKER AND ALL RELATED WORKINGS ARE COMMON PROPERTY  
CS - DENOTES CAR STACKER  
C - DENOTES COLUMN



Rev.	Description	Drawn	Date	Checked
C	Allocation of car stacker bays and dimensions	A.A.	12/03/2014	A.A.
B	Allocation of car stacker bays	A.A.	7/12/2013	A.A.
A	Initial Issue.	A.M.	13/11/2013	A.M.

FILES:  
Re:- 100080-004e.Dwg

SCALE 1:100 @ A3

0 5 10

ALL DISTANCES ARE IN METERS

GROUND FLOOR

The contents of this plan are current and correct as of the date stated within the revision panel. All consultants and persons wishing to utilise this data should satisfy themselves of the plans currency by contacting De Nada Surveys



CAR STACKER EXCLUSIVE USE PLAN  
ON STRATA PLAN 60424  
LOT 200 (#440) WILLIAM STREET, PERTH

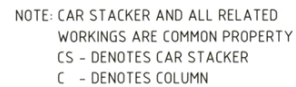


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Scale	1:150 @ A3	Date	12/03/2014
Datum	Assumed	Job No.	100080
Drawn	Anthony Morgan	Drawing	100080-009
Project Mngt	Andrew Armstrong	Revision	C

SHEET 1 OF 4 SHEETS

SHEET  
SIZE  
A3



C	Allocation of car stacker bays and dimensions	A.A.	12/03/2014	A.A.
B	Allocation of car stacker bays	A.A.	7/12/2013	A.A.
A	Initial Issue.	A.M.	13/11/2013	A.M.
Rev.	Description	Drawn	Date	Checked

FILES:

Re:- 100080-004e.Dwg

SCALE 1: 100 @ A3

0 5 10

IN METERS

### LOWER GROUND FLOOR

The contents of this plan are current and correct as of the date stated within the revision panel. All consultants and persons wishing to utilise this data should satisfy themselves of the plans currency by contacting De Nada Surveys



CAR STACKER EXCLUSIVE USE PLAN  
ON STRATA PLAN 60424  
LOT 200 (#440) WILLIAM STREET, PERTH

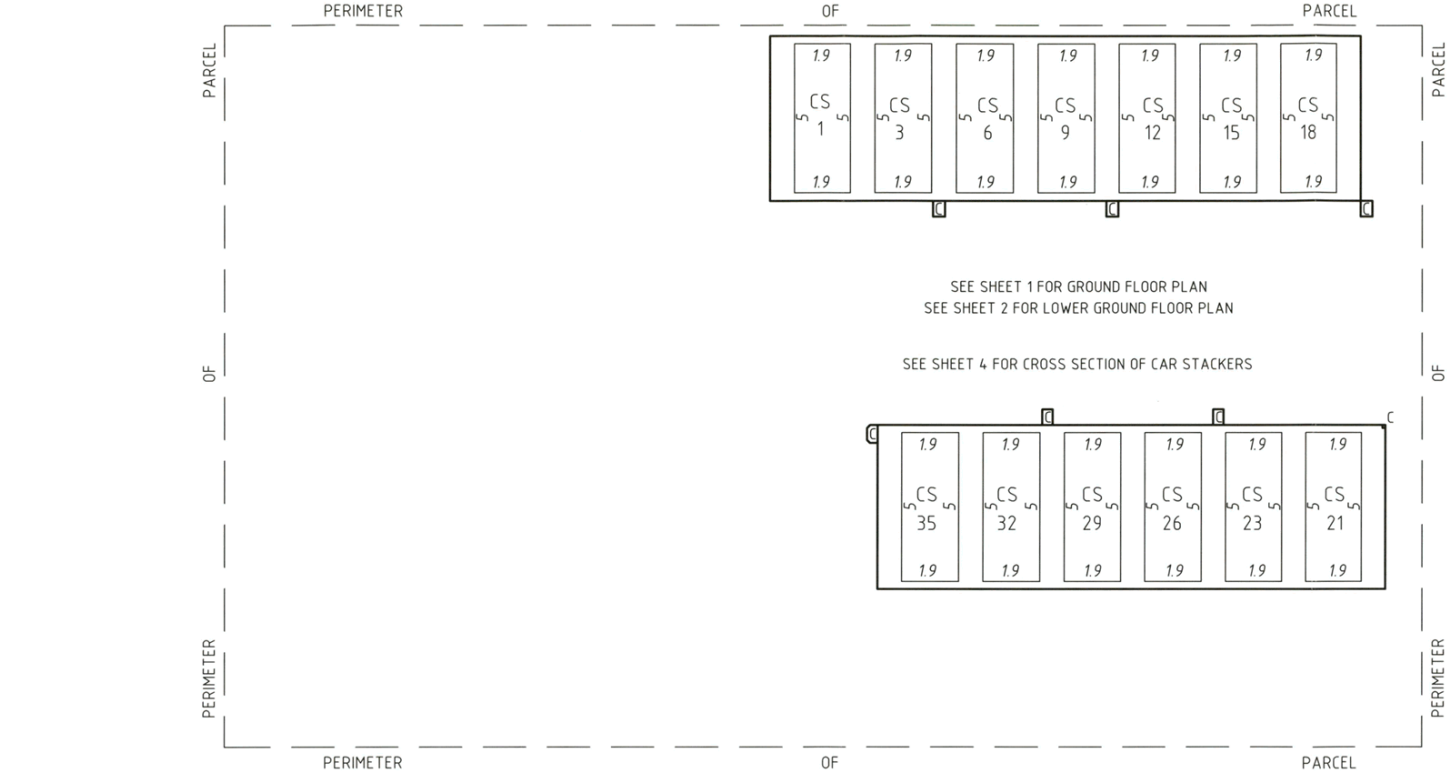


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Scale	1:150 @ A3	Date	12/03/2014
Datum	Assumed	Job No.	100080
Drawn	Anthony Morgan	Drawing	100080-009
Project Mgr.	Andrew Armstrong	Revision	C

SHEET 2 OF 4 SHEETS

SHEET  
SIZE  
A3



NOTE: CAR STACKER AND ALL RELATED WORKINGS ARE COMMON PROPERTY  
CS - DENOTES CAR STACKER  
C - DENOTES COLUMN



Rev.	Description	Drawn	Date	Checked
C	Allocation of car stacker bays and dimensions	A.A.	12/03/2014	A.A.
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A	Initial Issue.	A.M.	13/11/2013	A.M.

FILES:  
Re:- 100080-004e.Dwg

SCALE 1:100 @ A3

0 5 10

ALL DISTANCES ARE IN METRES

UPPER GROUND FLOOR

The contents of this plan are current and correct as of the date stated within the revision panel. All consultants and persons wishing to utilise this data should satisfy themselves of the plans currency by contacting De Nada Surveys



CAR STACKER EXCLUSIVE USE PLAN  
ON STRATA PLAN 60424  
LOT 200 (#440) WILLIAM STREET, PERTH



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ARN: 55 123 232 575

Scale	1:150 @ A3	Date	12/03/2014
Datum	Assumed	Job No.	100080
Drawn	Anthony Morgan	Drawing	100080-009
Project Mngt	Andrew Armstrong	Revision	C

SHEET 3 OF 4 SHEETS

SHEET  
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A3

18 May 2018

Chief Executive Officer  
City of Vincent  
PO Box 82  
LEEDERVILLE WA 6902



**Attention: Planning Services**

Dear Sir/Madam

**Development Application – Change of Use from ‘Office Building’ to ‘Educational Establishment’  
Lots 12-15 on Strata Plan No. 60424 at Lot 200 (Units 42, 69, 71, No. 440) William Street, Perth**

Pinnacle Planning acts on behalf of the Landowner of the above site, who are seeking approval for the subject proposal.

We are instructed by our Client to prepare and lodge a change of use application at Lots 12-15 on Strata Plan No. 60424 at Lot 200 (Units 42, 69, 71, No. 440) William Street, Perth (subject site). To enable the Application to progress, please find attached the following:

- A completed and signed City of Vincent Application for Development Approval Form;
- A Parking Impact Statement and Management Plan;
- A copy of the Certificates of Title;
- A copy of the strata plan; and
- Three (3) hard copies and one (1) electronic copy of the plans for the proposal.

#### DESCRIPTION OF PROPOSAL

The subject site is located within a five-storey mixed-use building, incorporating an educational establishment, office space, medical consulting rooms, eating houses and four residential apartments.

This application proposes a change of use of the third-floor ‘Office Building’ land use to the ‘Educational Establishment’ land use. The proposed tenant provides one- to two-year vocational educational training courses in English as a Second Language and Business, catered towards overseas students on student visas. Operations would include several educators providing training to classrooms of students, as well as administration staff.

The proposal does not include any physical works to the exterior of the building, other floors, or parking provisions. The only physical works proposed are internal fit-out alterations on the third floor in order to facilitate the educational land use. This would involve the segmentation of the current open-plan office space into four (4) classrooms, a boardroom, server room, office, reception, staff cubicles, break out area, kitchen and staff kitchen. The foyer, stairwell, bathrooms and balconies will remain as per the original plans.



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**TOWN PLANNING FRAMEWORK****Metropolitan Region Scheme**

Under the provisions of the Metropolitan Region Scheme (MRS), the subject site is zoned 'Urban'. There are no reservations under the MRS affecting the site.

**City of Vincent Town Planning Scheme No. 1**

The subject site is zoned 'Commercial' under the City of Vincent (City) Town Planning Scheme No. 1 (TPS1). The 'Educational Establishment' is an 'AA' use under the TPS1 Zone Table, allowing it to be approved at the discretion of Council.

The operations of the establishment will include administrators, and several educators attending to comparatively large classrooms of students. The third floor is currently approved as an 'Office Building' use, which is highly similar to the proposed land use with respect to the number of people occupying the space and the nature of operations. It is therefore also similar with regard to external impacts; particularly acoustic outputs, parking and surrounding foot traffic.

As the proposal is regarding changes to the third floor only, the land uses throughout the other four floors will not change. The proposal therefore relates to a relatively small percentage of the overall building, and as such will not significantly alter the operations of the building or its amenity impact on the surrounding locality.

We also note that there are no physical works proposed, with the exception of minor internal fit-out alterations, and therefore TPS1 General Development Requirements are not applicable to this application.

Given the similarities between the current and proposed land uses and their containment to a single floor, it is evident that the proposal will be entirely compatible with the surrounding land uses and will not disturb the established amenity of the locality.

**City of Vincent Planning Policy No. 7.7.1 Non-Residential Development Parking Requirements**

The City's Planning Policy No. 7.7.1 Non-Residential Development Parking Requirements (LPP7.7.1) sets out the parking requirements for non-residential development, and also includes the provisions for a Parking Management Plan, where required. This policy is addressed in detail in the attached Parking Impact Statement and Management Plan (Statement).

As discussed in the Statement, we would anticipate a similar or reduction in the need for parking in comparison to office land uses, due to low staff to student ratios, student demographics, and internal fit-out modifications. Further, all students will have access to adequate cycling, pedestrian, public transportation and public parking services and facilities. The proposal will therefore not create a need for altered parking provisions or management strategies.

**CONCLUSION**

Taking the above points into account, the following conclusions are evident:

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- The proposal is for a change of use of a single floor within a five-storey development, from 'Office Building' to 'Educational Establishment';
- There are no physical works proposed, with the exception of minor interior fit-out alterations;
- The current and proposed uses are highly similar in nature and in respect to external impacts, including personnel numbers, acoustic output and parking;
- The proposal will result in an anticipated similar or reduced need for parking, given the low ratio of facilitators and educators to students, who are unlikely to drive to the subject site;
- The proposal is confined to one of five floors, mitigating the impact of any proposed changes; and
- The proposal will therefore not disturb the established amenity.

As such, we contend that the proposal is consistent with the locality and should be supported, and seek that the City of Vincent issue planning approval for the proposal in a timely manner.

Should you wish to discuss the above in further detail, please do not hesitate to contact the undersigned.

Yours faithfully

**PINNACLE PLANNING**



BELLE SMITHIES

Encl.



18 May 2018

**PARKING IMPACT STATEMENT AND MANAGEMENT PLAN**
**Development Application – Change of Use from ‘Office Building’ to ‘Educational Establishment’  
 Lots 12-15 on Strata Plan No. 60424 at Lot 200 (Units 42, 69, 71, No. 440) William Street, Perth**

Pinnacle Planning acts on behalf of the Landowner of the above site.

This Parking Impact Statement and Management Plan has been compiled to provide supplementary information in relation to parking, for the development application at Lots 12-15 on Strata Plan No. 60424 at Lot 200 (Units 42, 69, 71, No. 440) William Street, Perth (subject site).

We note that the current parking provisions for the building and its currently approved uses have been deemed acceptable by the City of Vincent (City), through the previous planning approvals and payment of cash-in-lieu.

This report therefore addresses any potential change in demand for parking based on the proposed land use change of a portion of the building from ‘Office Building’ to ‘Educational Establishment’, and seeks to determine whether the current parking provisions and management are adequate.

**DESCRIPTION OF PROPOSAL**

The subject site is located within a five-storey mixed-use building, incorporating an educational establishment, office space, medical consulting rooms, eating houses and four residential apartments.

The proposal seeks a change of use from ‘Office Building’ to ‘Educational Establishment’. The proposed tenant provides one- to two-year vocational educational training courses in English as a Second Language and Business, catered towards overseas students on student visas. Operations would include several educators providing training to classrooms of students, with relatively low educator to student ratios. The space also facilitates administration staff, a boardroom, server room, kitchens and a breakout space.

The proposal does not include any physical works to the exterior of the building, other floors, or parking provisions. The only physical works proposed are internal fit-out alterations on the third floor in order to facilitate the educational land use.

**PARKING POLICY PROVISIONS**

The City’s Planning Policy No. 7.7.1 Non-Residential Development Parking Requirements (LPP7.7.1) sets out the parking requirements for non-residential development, and also includes the provisions for a Parking Management Plan, where required.

Clauses 2 and 3 of LPP7.7.1 sets out provisions for car and bicycle parking, respectively. Both clauses direct to Table 1, which outlines the required number of car and bicycle bays for various land uses.

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The table does not include the 'Educational Establishment' use, however, and instead notes that the parking provisions for any land use not outlined in the table are to be determined on a site-specific Parking Management Plan, which is detailed below.

We confirm that all other provisions within Clauses 2 and 3, such as the design of parking spaces and the provision of end-of-trip facilities, have already been dealt with through the previous planning approvals, and are acceptable.

We anticipate a reduced parking demand from the proposed use in comparison to the current office use. Firstly, as an office is generally occupied largely by staff, with few visitors, parking would be required for a large percentage of those occupying the space. In contrast, the proposed operations would include a small number of administrative staff and educators, who would require parking, with the remainder of the occupants being students, resulting in a low educator to student ratio.

The courses provided include English as a Second Language and Business, and are catered towards international students on student visas. It is therefore not expected that many students would have access to private vehicles, instead opting to utilise public transport. For the few students who do wish to drive to the premises, there is ample public on- and off-street parking both directly adjacent to the premises and in the surrounding locality.

Further, the minor internal fit-out modifications proposed in order to facilitate the educational land use includes the segmentation of the space, and creation of a number of spaces which would be seldom used. These include a boardroom, server room, break out space and two kitchens. In comparison to the current office space, the proposed configuration has a much smaller overall occupant capacity, further reducing the demand for parking.

Given the above, it is clear that the proposed change of use would result in a similar or reduced parking demand. Further, any additional visitors to the site will be adequately serviced by the surrounding public transport and public parking. It is therefore evident that additional parking provisions are not required.

#### **PARKING MANAGEMENT PLAN**

Appendix 2 of LPP7.7.1 sets out the Parking Management Plan framework, outlined below where applicable. We note that parking provisions for the development as currently approved have been fully justified and approved by the City, and therefore this management plan primarily addresses the proposed 'Educational Establishment' use and has been modified in areas to reflect this.

#### **Parking Allocation:**

<b>Table 1 - Parking Allocation</b>	
Total Number Car Parking Spaces:	37 bays (including 1 ACROD bay)
Total Number Short Term Bicycle Parking Spaces	9 bicycle racks
Total Number Long Term Bicycle Parking Spaces	
Total Number Other Bays:	n/a – serviced via laneway

## Alternative Transport:

Table 2 - Alternative Transport	
Transport Option	Type & Level of Service
<b>Public Transport</b>	
Train	Approximately 800m or 12-minute walk to/from Perth Train Station.
Bus	Approximately 160m or 3-minute walk to/from Brisbane Street After Lindsay Street Bus Stop – services bus routes 16 (Perth Busport to Dianella) and 60 (Elizabeth Quay to Morley); Approximately 500m or 8-minute walk to/from Aberdeen Street Blue CAT Bus Stop 8 (Elizabeth Quay to Northbridge).
<b>Pedestrian</b>	
Paths	Good quality footpaths on both sides of road, well-shaded by trees and awnings.
Facilities	End-of-trip facilities and washrooms.
<b>Cycling</b>	
Paths	Forbes Road and its east-west connections, 130m south is identified as a Good Road Riding Environment by Perth Bicycle Network; Perth Bicycle Network Shared Path located 800m south; a well-connected route throughout Perth.
Facilities	Separate end-of-trip facilities room for building occupants, adjacent to the carpark.
Secure Bicycle Parking	Secure bicycle parking located adjacent to carpark in the end-of-trip facilities area, in addition to three bicycle racks adjacent to the entrance to the development.
Lockers	Secure lockers located within the end-of-trip facilities area.
Showers/Change Room	Shower and change room located within end-of-trip facilities area.

## Public Parking:

Table 3 - Public Parking			
Parking	No. Marked Spaces	Location	Parking Restrictions
On-Street	18 spaces	Directly adjacent to subject site, from Brisbane Street to Robinson Avenue (50m in each direction from subject site)	Available 24/7; Paid Parking.
Off-Street	607 regular bays; 7 disability bays; 14 motorcycle bays.	CPP State Library, 15 Francis Street, Northbridge (400m/8-minute walk)	6am – Midnight; Paid Parking.
	Unlisted	Wilson Tyne Square, 154 Newcastle Street, Northbridge (400m/8-minute walk)	24/7 Open Air Parking; 7am – 8pm Monday to Thursday; 7am – 10pm Friday;



			7am – 6pm Saturday to Sunday; Paid Parking.
	Unlisted	Wilson Northbridge Central, 6-8 Errichetti Place, Northbridge (400m/7-minute walk)	Available 24/7; Paid Parking.

With regard to public parking, we note that many more on-street and off-street parking bays are available outside the selected vicinities. The distances used were selected in order to demonstrate the high number of available bays in such a small vicinity.

The subject site is located in a well-established commercial and retail precinct, in close proximity to the Perth CBD. As such, there is an abundance of street parking on nearly all nearby streets, and a number of off-street parking locations.

#### **Parking Management Strategies:**

The car parking incorporated into the development is already being managed effectively, and has been for many years with no internal or external parking or traffic issues being generated.

Parking is provided via car stackers, which are working efficiently and effectively. The nature of the land uses within the building are such that parking is largely only required for residents, and staff, many of who spend the full day at the premises. The use of car stackers is therefore a practical choice, and through effective management and allocation has not created any parking issues.

The change of use of the third floor from 'Office Building' to 'Educational Establishment', firstly, is a minor one. This space occupies only a small percentage of the building, and therefore does not have the capacity to significantly alter parking demand for the building as a whole.

Secondly, as discussed above the establishment will require only a small number of educators and administrative staff will occupy the space, with the majority of students being international, and therefore unlikely to utilise private vehicles as their primary mode of transportation. There are extensive public transport options in the nearby area for these students; and for the small percentage of students who do wish to drive, ample public on- and off-street parking is available.

Given the above, we do not expect the proposal to increase the need for parking in any way or impact the building's ongoing parking management.

#### **CONCLUSION**

As detailed in the above sections of this report, the proposal is for the change of use of the existing 'Office Building' space to 'Educational Establishment'.

Given the statements above, the following conclusions are evident:

- The current parking provisions have been deemed acceptable for the building's current uses through previous planning approvals and the payment of cash-in-lieu;

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- The proposed change of use will result in a similar or reduced parking demand, due to staff to student ratios, student demographics, and internal fit-out modifications;
- All visitors to the site will have access to adequate cycling, pedestrian, public transportation and public parking services and facilities;
- The current management of parking within the building, including the utilisation of car stackers, has proven to be effective and practical; and
- The proposal will therefore not create a need for altered parking provisions or management strategies.



As such, we contend that the proposal meets the requirements of the City's parking policy, and will be adequately served by the current and ongoing parking provisions and parking management. The proposal is therefore reasonable and should be supported.



**Determination Advice Notes:**

1. An 'educational establishment' means premises used for the purposes of providing education including premises used for a school, higher education institution, business college, academy or other educational institution.
2. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Development Application and Building Permit application, being submitted and approved prior to the erection of the signage.
3. An Occupancy Permit is required prior to the occupation of the building.
4. The development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
5. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.
6. This is a development approval issued under the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme only. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/owner to obtain any other necessary approvals and to commence and carry out development in accordance with all other laws.

<b>5.7</b>	<b>NO. 7/565-567 (LOT 7; STR: 21608) BEAUFORT STREET, MOUNT LAWLEY - S.31 RECONSIDERATION - AMENDMENT TO CONDITIONS OF APPROVAL - CHANGE OF USE FROM OFFICE TO RECREATIONAL FACILITY AND OFFICE</b>
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TRIM Ref: D18/83720  
Author: Remajee Narroo, Senior Urban Planner  
Authoriser: Luke Gibson, A/Director Development Services  
Ward: South  
Attachments: 1. Attachment 1 - Location Plan [↓](#)   
2. Attachment 2 - Applicant's Submission [↓](#) 

**RECOMMENDATION:**

That the Council, in accordance with Section 31 of the *State Administrative Tribunal Act 2004*, the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application to amend planning approval 5.2017.176.1 for Change of Use from Office to Recreational Facility and Office at No. 7/565-567 (Lot: 7; STR: 21608) Beaufort Street, Mount Lawley, granted on 12 March 2014, by deleting all conditions and replacing them with the following:

**1. Interactive Front**

Doors, windows and adjacent floor areas facing Vincent Street shall maintain active and interactive relationship with this street;

**2. Use**

This approval is for a Recreational Facility and Office only;

**3. Number of Patrons**

The maximum number of patrons for the recreational facility at any one time shall be limited to 73 persons;

**4. Operating Time**

The use of the Recreational Facility is allowed to operate twenty four (24) hours per day, seven days a week;

**5. Right of Way (ROW)**

The ROW shall remain open at all times and must not be used to store any building or other material or be obstructed in any way. The ROW surface (sealed or unsealed) shall be maintained in a trafficable condition for the duration of the works. If at the completion of the development the ROW condition has deteriorated, or become impassable as a consequence of the works the applicant/developer shall make good the surface to the full satisfaction of the City;

**6. Building Appearance**

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

**7. Verge Treatment**

No verge trees shall be removed. The verge trees shall be retained and protected from any damage including unauthorised pruning;

**8. PRIOR TO THE ISSUE OF A BUILDING PERMIT APPLICATION, the following shall be submitted to and approved by the City:****8.1 The owner or the applicant on behalf of the owner shall provide the City with amended plans to address the following:****8.1.1 Bin Store**

A bin store is to be provided to the satisfaction of the City; and

**8.1.2 Bicycle Parking Facilities**

10 class two bicycle facilities shall be provided on the first floor within the bike store. Details of the design and layout of the bicycle parking facilities shall be submitted to and approved by the City prior to installation of such facility;

**8.2 Acoustic Report**

An Acoustic Report in accordance with the City's Policy No. 3.5.21 – Sound Attenuation shall be prepared and submitted to the City for approval. The recommended measures of the approved Acoustic Report shall be implemented;

**9. PRIOR TO THE SUBMISSION OF AN OCCUPANCY PERMIT, the following shall be submitted to and approved by the City with regard to Condition 8.2, certification from an Acoustic Consultant that the measures have been undertaken shall be submitted to the City;****10. Management Plan****10.1 Within 28 days of the issue of this approval, a Management Plan shall be submitted to the satisfaction of the City outlining measures that will be implemented between the hours of 9:00pm and 6:00am so as to minimise the impact of noise on surrounding residents and tenancies, including the following:**

**10.1.1** The requirement for all members to be advised in writing of the correct and usage of equipment, including free weights, medicine balls and kettle bells, and the consequences of breaching these requirements;

**10.1.2** The requirement for all new members to be inducted into the correct behaviours and usage of equipment, including free weights, medicine balls and kettle bells, and the consequences of breaching these requirements;

**10.1.3** The required method of addressing breaches of these requirements and the compliance measures that will be undertaken where breaches of these requirements are identified;

**10.2 The use of the premises shall be carried out in accordance with the approved Management Plan or any Plan approved by the City thereafter and all requirements of the Management Plan shall be implemented to the satisfaction of the City; and****10.3 A review of the Management Plan shall be undertaken within six months and again within 12 months of the issue of this approval. Any changes identified as part of these reviews, or required by the City, shall be incorporated into an updated Management Plan to be submitted to the City for approval within 14 days of the date of the review. The development shall thereafter operate in accordance with the updated Management Plan.**

**PURPOSE OF REPORT:**

To reconsider an application to amend conditions of an existing development approval for Change of Use from Office to Recreational Facility and Office at No. 7/565-567 Beaufort Street, Mount Lawley at the invitation of the State Administrative Tribunal (SAT).

**PROPOSAL:**

The applicant is seeking approval to delete Condition 10 (requiring a Management Plan) and replacing it with the following:

- "10. *Complaints received by the gym relating to the hours of 9pm to 6am are to be dealt with in the following way –*
- 10.1 *The complaint is to be investigated within 48 hours of being received by interrogation of CCTV footage and member entrance records;*
- 10.2 *Where the complaint is substantiated, the member is to be educated regarding appropriate conduct.*
- 10.3 *A response regarding the outcome of investigation of the complaint is to be provided to the person who provided the complaint within 72 hours of the complaint being made.*
- 10.4 *A complaints register is to be maintained that includes –*
- *Each complaint.*
  - *The outcome of the investigation of that complaint.*
  - *Where the complaint is substantiated, the action taken.*
  - *The date upon which a response was provided to the person who provided the complaint, and a copy of that response.*
- 10.5 *The complaints register is to be made available to the City upon request."*

The term "*person who provided the complaint*" used above is in circumstances where the complaint has been received from the City, the SNAP Fitness can advise the City of the outcome which can be passed to the complainant by the City.

A copy of the applicant's justification, dated 8 June 2018, is provided in **Attachment 2**. A summary of that letter follows.

- Since Council's decision on 6 February 2018, acoustic rubber tiles and "impactomat" gym flooring have been installed on the entirety of the floor area which will minimise the noise between the recreational facility and the floor below.
- With regard to complaints from neighbours, SNAP Fitness can check the claims by using CCTV camera footage and also using swipe card data.
- If a complaint is substantiated the member will be further educated/reprimanded or banned from the gym. SNAP Fitness membership require members to act appropriately within the gym which includes not dropping weights.
- There are a number of signs within the gym for the member to comply with the rules of the gym including not dropping weights
- There is no need for a manned telephone line between 9 pm and 6 am for the following reasons:
  - No complaints have been received during that time period and legally the condition is unreasonable
  - It is not practical given a member undertaking an activity that is causing noise can leave the gym before a representative of the SNAP Fitness arrives at the gym during the night.

**BACKGROUND:**

<b>Landowner:</b>	Silverleaf Investments Pty Ltd & RGO Enterprises Pty Ltd
<b>Applicant:</b>	Moharich & More
<b>Date of Application:</b>	13 March 2018 – Appeal lodged at State Administrative Tribunal
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Commercial
<b>Built Form Area:</b>	Activity Corridor
<b>Existing Land Use:</b>	Recreational Facility and Office
<b>Proposed Use Class:</b>	Recreational Facility and Office
<b>Lot Area:</b>	961m <sup>2</sup>
<b>Right of Way (ROW):</b>	3.6 metre in width, sealed, privately owned
<b>Heritage List:</b>	No

The subject site is located at No. 7/565-567 Beaufort Street, Mount Lawley, on the corner Vincent Street, as shown in **Attachment 1**. The site is occupied by a two storey commercial development, which includes shops, office, eating house and recreational facility (gym). The existing recreational facility is located on the first floor of the building. There is existing residential development on the western side of the site and on the northern side along Vincent Street there is a drive through commercial development (Hungry Jacks). On the eastern side along Beaufort Street and on the southern side, the area comprises of commercial developments.

On 5 November 2013 Council approved an application for a change of use from office to recreational facility (health studio-gym) with two ancillary medical consulting rooms (physiotherapy) and office in the subject tenancy. Condition 5 of that approval stated the following:

- “5. This approval for Recreational Facility with Ancillary Two (2) Medical Consulting Rooms (Physiotherapy) is for a period of thirty six (36) months only and should the applicant wish to continue the use after that period, it shall be necessary to re-apply to and obtain approval from the City prior to the continuation of the use;”*

On 12 March 2014, a development approval was issued by the City under Delegated Authority for a change of use to recreational facility and office at the above premises. Condition 4 of the approval stated the following:

- “4. This approval for Recreational Facility is for a period of thirty six (36) months only and should the applicant wish to continue the use after that period, it shall necessary to re-apply to and obtain approval from the City prior to the continuation of the use;”*

The applicant lodged an appeal to SAT against the thirty six (36) month time limitation.

On 7 October 2014, at the invitation of SAT under Section 31 of the *State Administrative Tribunal Act 2004*, the Council reconsidered the condition and approved a new condition as follows:

*“4. Operating Time*

- 4.1 The proposed use of the Recreational Facility is allowed to operate twenty four 24 hours, seven (7) days a week for a period of thirty-six (36) months*
- 4.2 After thirty-six (36) months subject to the facility only being permitted to operate from 9pm to 6am from the date of the issue of the approval revert to 6am - 9pm.”*

On 6 February 2018, Council approved an application to amend the existing approval so as to allow the facility to operate twenty four (24) hours, seven days a week. That approval incorporated a new Condition 10 as follows:

- “10.1 Within 28 days of the issue of this approval a Management Plan shall be submitted to the satisfaction of the City outlining measures that will be implemented between the hours of 9:00pm and 6:00am to minimise the impact of noise on surrounding residents and tenancies, including the following:*

- 10.1.1 The requirement for all members to be advised in writing of the correct behaviours and usage of equipment, including free weights, medicine balls and kettle bells, and the consequences of breaching these requirements;*



- 10.1.2 *The requirement for all new members to be inducted into the correct behaviours and usage of equipment, including free weights, medicine balls and kettle bells, and the consequences of breaching these requirements;*
- 10.1.3 *The required method of addressing breaches of these requirements and the compliance measures that will be undertaken where breaches of these requirements are identified;*
- 10.1.4 *A contact phone number for complaints regarding unreasonable noise that is manned at all times between the hours of 9:00pm to 6:00am and is provided to all adjoining and adjacent neighbours and all owners and tenants of 565-567 (STR: 21608) Beaufort Street, Mount Lawley and is made available at all times on the recreation facility's website;*
- 10.2 *Use of the premises shall be carried out in accordance with the approved Management Plan or any Plan approved by the City thereafter and all requirements of the Management Plan shall be implemented to the satisfaction of the City; and*
- 10.3 *A review of the Management Plan shall be submitted to the City for approval within six months and again within 12 months of the issue of this approval. Any changes identified as part of these reviews, or required by the City, shall be incorporated into an updated Management Plan to the satisfaction."*

The applicant subsequently lodged an appeal to SAT on the following grounds:

*"Condition 10 is unreasonable and has no nexus to the development proposed. The condition seeks to impose onerous requirements in the mitigation of noise, which is unreasonable given: (a) the location of the premises;(b) the typical patronage of the premises; and (c) that no formal noise complaints have been received by the City of Vincent in respect of the overnight hours since being originally approved in 2014."*

Administration attended a mediation session on 22 May 2018 to discuss the applicants request for reconsideration of Condition 10. At mediation, City Officers advised the applicant that the City accepted reconsideration of the application subject to the applicant providing additional information to demonstrate how the premises could be managed without the need for Condition 10. The applicant provided the information as contained in **Attachment 2**.

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

At the time the SAT appeal was lodged the City wrote to all those who previously made submissions advising of the appeal and process going forward. Given Council considered this application six months ago and the appeal is only for amendment of conditions, it was not considered necessary to readvertise the proposal. The City has written to all those who made submissions advising that the application is being presented to Council for reconsideration.

#### **Design Review Panel (DRP):**

Referred to DRP: No

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

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- *City of Vincent Local Planning Scheme No. 2; and*
- *Policy No. 4.1.5 – Community Consultation.*

#### **Delegation to Determine Applications:**

This matter is being referred to Council as the application was previously determined by Council.

#### **RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

#### **STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment"1.1 *Improve and maintain the natural and built environment and infrastructure."***SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Should the Council reaffirm its original decision to maintain Condition 10, the applicant is likely to request that the matter be considered by SAT at a full hearing. This may incur cost to the City if a Consultant is engaged for the full hearing.

**COMMENTS:**

At its meeting on 6 February 2018 Council were concerned about the impact of noise on the ground floor units and adjoining neighbours during the operation of the gym and as such imposed Condition 10 as part of the planning approval. The various elements of this issue are discussed below.

Noise Regulations

As part of demonstrating compliance with conditions imposed on Council's 2014 approval, the applicant submitted an Acoustic Report on 25 July 2016, which was based on the readings taken from two businesses located on the ground floor. The report stated that the recreational facility complied at all times with the prescribed (noise) standards contained in the *Environmental Protection (Noise) Regulations 1997*, as they relate to commercial premises.

Following noise complaints about the recreational facility received from another business operator, the City's Health Services undertook noise readings in August/September 2016 and again in September 2017. The City carried out a detailed assessment of those noise readings, which were all found to be compliant with the *Environmental Protection (Noise) Regulations 1997*, as they relate to commercial premises.

It should be noted that the abovementioned compliance only relates to the commercial receptors and not the residential ones. In any event, it should be noted that the operation is required to comply at all times with all aspects of the *Environmental Protection (Noise) Regulations 1997*, irrespective of what conditions are imposed on the development approval.

Noise Mitigation Measures

The applicant has recently installed acoustic rubber tiles and "impactomat" gym flooring to reduce the noise impact of the facility. Staff have attended the site and confirmed this installation. In addition, the applicant has installed signage advising users not to drop weights and CCTV cameras to monitoring user behaviour. These noise mitigation measures are considered appropriate, so long as the gym rules are appropriately administered and any breaches of those rules are appropriately investigated.

Response to Noise Complaints

Since the approval by Council on 6 February 2018, the City has received various noise complaints from an adjoining neighbour. The City provided the complainant with a log register to note the time and type of noise heard from the gym. The complainant submitted the log register showing noise from dropping of weights and amplified music level during February-March and May-June. As a result, the applicant installed CCTV cameras to monitor use of the gym.

Following that installation, a further 12 alleged noise events (across six days) were recorded, of which most related to dropping of weights and five of which (across two days) were between 9:00pm and 6:00am. That second log register was forwarded to the applicant, who in turn advised that with the help of CCTV footage, a member of the gym who was dropping weights (and caused four noise events, including one after 9:00pm) was identified. Given gym rules do not permit the dropping of weights, his membership was cancelled. On 27 June 2018, the applicant forwarded a video of the incident and a copy of an email from Snap Fitness to the member, confirming that the member who was dropping weights was thereafter banned from the gym. This course of action is considered an appropriate deterrent for users dropping weights and is therefore acceptable.

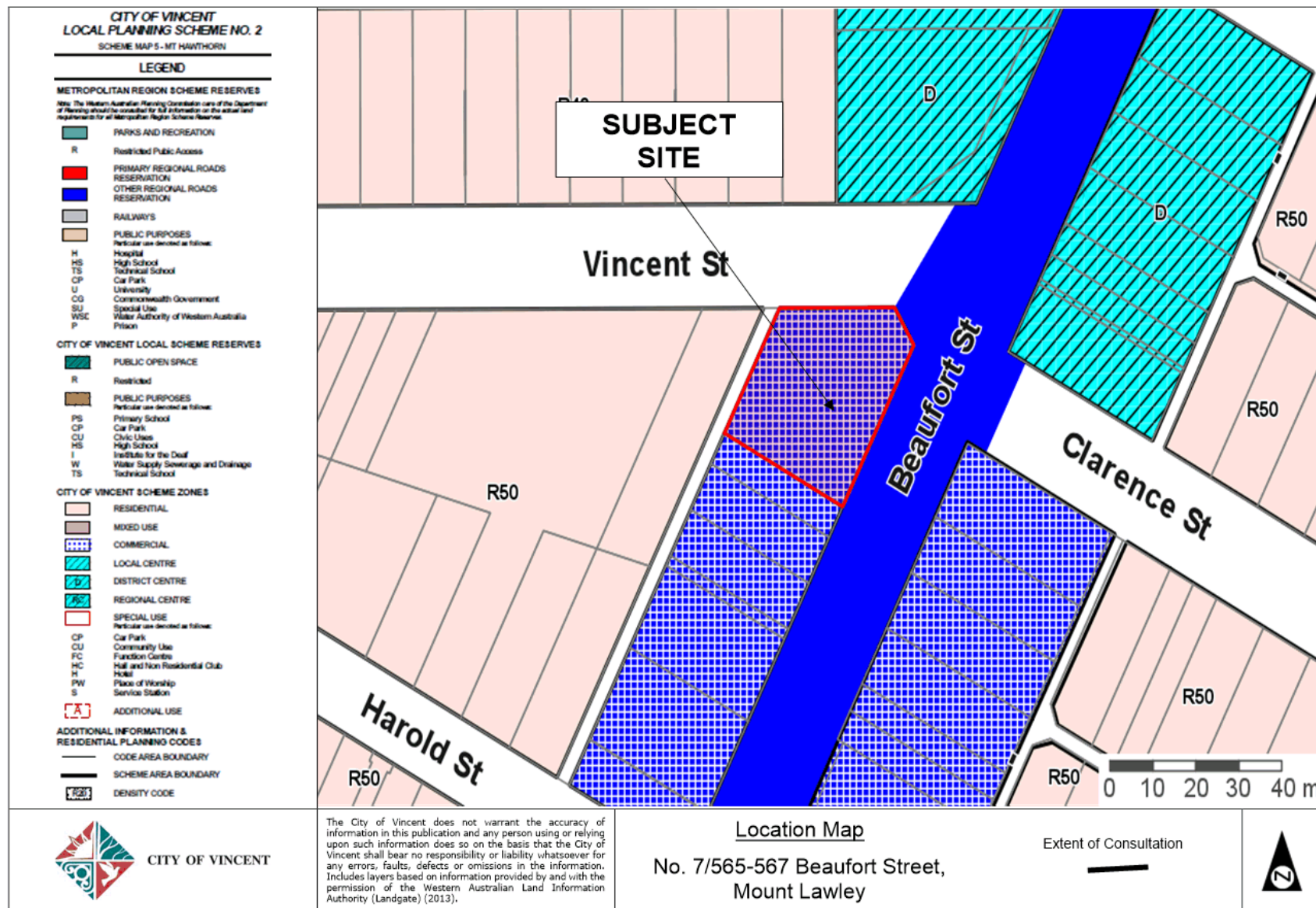
Manned Telephone

Current condition 10.1.4 requires a manned telephone between 9:00pm and 6:00am. In a management sense, by the time the person manning the phones arrives at the gym, it is likely the person who was creating the noise will be either gone from the gym, or have completed that particular part of their workout. Whilst the City has received complaints of 10 noise events for that time period since 6 February 2018, it must be acknowledged that the applicant has incorporated noise mitigation measures and instituted a process for dealing with noise issues, both outlined above. It is expected that the combination of those responses will adequately address the fundamental issue of noise and is sufficient to allow the removal of the condition requiring a manned telephone.

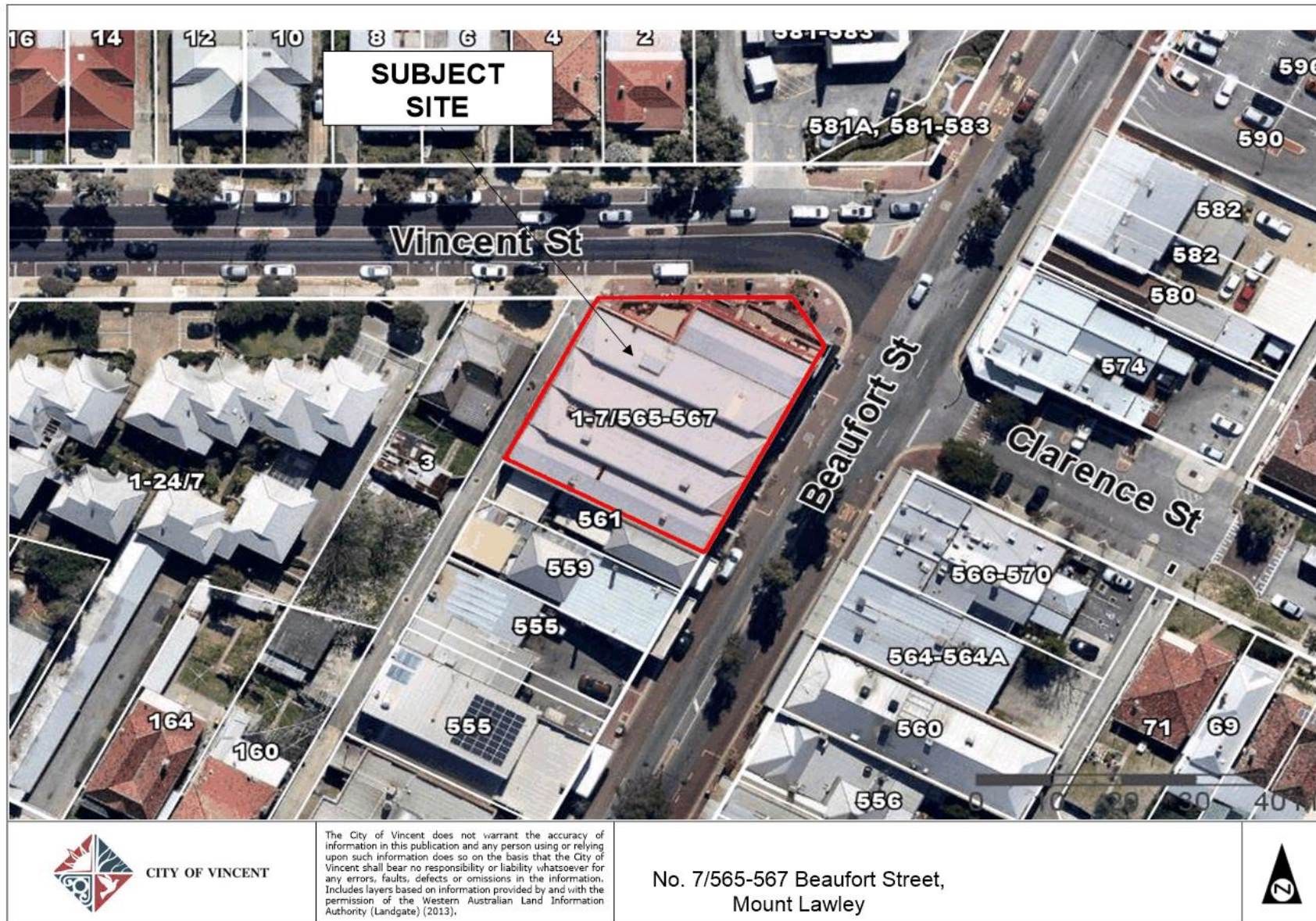
Management Plan

With regard to the applicant's statement that there is no need for a Management Plan, the City Officers are of the view that a Management Plan provides a commitment for an applicant to comply with what has been written within the Management Plan. A Management Plan is a daily tool which will be used to manage the gym to the satisfaction of the City. Further, a review of the Management Plan within six months and 12 months this will ensure that if there is any matters to be addressed the Management Plan can be updated. A Management Plan will provide more assurance to the tenancies on the ground floor and adjoining neighbours that the gym will control its activities on a daily basis in an appropriate manner. As such, it is recommended that a condition requiring a management plan be retained.

Based on the above, the proposed amendment to the approval is generally supported, subject to the retention of the condition requiring a management plan. For ease of reference, it is recommended that Council replace all existing conditions with one consolidated list, as per the staff recommendation.











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Our ref: 18-016  
Your ref: -

8 June 2018

Ms Joslin Colli  
Coordinator Planning Services  
City of Vincent  
244 Vincent Street  
LEEDERVILLE WA 6902  
**By email:**  
joslin.colli@vincent.wa.gov.au

Dear Joslin

### **SNAP Fitness, Mt Lawley**

- 1 I refer to the mediation in this matter on 22 May 2018, and thank you, your colleagues and Cr Gontaszewski for attendance.

### **Update**

- 2 For your information, since the mediation was held, my client has completed the planned reinstallation of flooring in Lot 7, in accordance with the recommendations made by EcoAcoustics.
- 3 That included the inclusion of acoustic rubber tiles with a depth of 40mm, and impactomat gym flooring with a depth of 15mm over the entirety of the floor area where gym activity or machines are located. While the facility has always complied with the *Environmental Protection (Noise) Regulations 1997* it is EcoAcoustic's view that these treatments will minimise noise transfer between the gym and the floor below.
- 4 As explained at mediation, the offer to install this flooring was put to Mr Golestani in January 2018 as part of the mediation process in CC 1968 of 2017 *Golestani v Smak Global Pty Ltd and Ors*.
- 5 The offer was rejected, and in the abundance of caution the decision was made by my client not to install the flooring until the hearing in CC 1968 of 2017 had been finalised. The reason for this was that Mr Golestani had foreshadowed bringing his own acoustic

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evidence at the hearing, and my client was concerned that if that acoustic expert recommended a different treatment to the flooring and the State Administrative Tribunal agreed, then in the worst case scenario it would be necessary to remove the existing flooring and install new flooring to comply with the Tribunal's orders.

- 6 As it turns out, Mr Golestani did not adduce further acoustic evidence, and on that basis my client went ahead and installed the flooring as per EcoAcoustic's recommendations, at a cost of circa \$50,000. This was finalised on 4 June 2018.

### Further information

#### Complaints procedure

- 7 At the mediation, the City asked for further information regarding the way in which the SNAP Fitness business goes about dealing with complaints.
- 8 As discussed, SNAP has never received a complaint relating to the time period of 9pm to 6am in the morning. In respect of complaints received at other times (and particularly the complaint log provided by the City), the way in which those complaints are best dealt with is by the complainant logging the exact time that the noise was heard, and advising the gym of this in a timely manner.
- 9 SNAP fitness can use two forms of checking to determine whether the claims are substantiated –
- 9.1 The gym uses CCTV cameras throughout, and data from those cameras is saved on the hard drive of the security system for approximately 2 months. This footage can be interrogated to determine who was in the gym at the time, and what activities that person was undertaking;
- 9.2 The gym requires members to swipe their membership cards to gain entry into the gym. This data can be used to determine whether there was anyone in the gym at the time of the alleged incident, and if so, the identity of that person.
- 10 Where the claim is substantiated, the member can be further educated or reprimanded (as the case may be) to ensure there is no repeat incident. As discussed at the mediation, the terms and conditions of SNAP Fitness membership require members to act appropriately within the gym, and in particular to not drop weights.
- 11 SNAP Fitness can ban a member from using a gym where those terms and conditions are not followed.
- 12 A number of signs appear around the gym reminding members of this fact - some of which are standard SNAP fitness signs, and some of which have been added since complaints regarding noise from the lower floor tenants were received (**see enclosed**).

- 
- 13 As discussed at mediation, there is no benefit in a manned telephone line between 9pm and 6am. This is because –
- 13.1 There have been no complaints made during that time period, and therefore we would say that such a condition is unreasonable in a legal sense;
- 13.2 In a practical sense, it is unlikely to achieve a better outcome than that proposed above. This is because if a member is undertaking an activity that is causing noise, by the time a representative of the gym arrives at the gym during the night, it is likely that the member may have completed their exercise in any event. It is much more powerful to be able to show the member footage of what they were doing incorrectly, and re-educate.

### **Proposed amended condition**

- 14 Having had regard to the City's concerns, our view is that a Management Plan is unnecessary, and a condition of approval regarding complaints management would be more useful.
- 15 For the above reasons, the Applicant proposes that condition 10 be deleted, and in its place –
- '10. Complaints received by the gym relating to the hours of 9pm to 6am are to be dealt with in the following way –
- 10.1 The complaint is to be investigated within 48 hours of being received by interrogation of CCTV footage and member entrance records;
- 10.2 Where the complaint is substantiated, the member is to be educated regarding appropriate conduct.
- 10.3 A response regarding the outcome of investigation of the complaint is to be provided to the person who provided the complaint within 72 hours of the complaint being made.
- 10.4 A complaints register is to be maintained that includes –
- Each complaint.
  - The outcome of the investigation of that complaint.
  - Where the complaint is substantiated, the action taken.
  - The date upon which a response was provided to the to the person who provided the complaint, and a copy of that response.
- 10.5 The complaints register is to be made available to the City upon request.'
- 16 We have used the term 'person who provided the complaint' so that in circumstances where the complaint has been received from the City, that we can advise the City of the outcome, and they can then pass it on to the complainant.

**Conclusion**

- 17 I trust that the foregoing answers satisfies the City's concerns. Please contact me if you would like to discuss, or feel that anything has been missed.

Yours sincerely



**Belinda Moharich**  
Director







**5.8 NOS. 1-16/17 (LOTS: 1-16; STR: 598813) HARWOOD PLACE, WEST PERTH - S.31 RECONSIDERATION OF CONDITIONS - CHANGE OF USE FROM MULTIPLE DWELLINGS TO SERVICED APARTMENTS**





**TRIM Ref:** D18/94512

**Author:** Remajee Narroo, Senior Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** South

**Attachments:**

1. Attachment 1 - Consultation and Location Map [!\[\]\(de95854c7ee024cfadc48187bbb781b2\_img.jpg\)](#) 
2. Attachment 2 - Previous Development Attachment 2 - Approvals Granted on 14 November 2017 and 3 May 2016 [!\[\]\(c244836fd67166dc60ebf5279a0f8377\_img.jpg\)](#) 
3. Attachment 3 - Applicant's Submission [!\[\]\(3edfc2ea96443450a4381cfaba839e65\_img.jpg\)](#) 
4. Attachment 4 - Summary of Submissions [!\[\]\(50480a6956ed1b819305e6e32149cd77\_img.jpg\)](#) 
5. Attachment 5 - Management Plan, Strategy Plan and Complaints Register [!\[\]\(950210b7e8ffffc5ebba7a3c311ef891\_img.jpg\)](#) 

**RECOMMENDATION:**

That the Council, in accordance with Section 31 of the *State Administrative Tribunal Act 2004*, the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, **APPROVES** the application to amend planning approval 5.2017.20.1 for Change of Use from Multiple Dwellings to Serviced Apartments at Nos. 1-16/17 (Lots: 1-16; STR: 598813) Harwood Place, West Perth, granted on 14 November 2017, by deleting all conditions and replacing them with the following:

**1. Maximum Lease Period**

Guests are not permitted to stay at the subject Serviced Apartment for a period totalling more than 3 months in any 12 month period;

**2. Management Plan**

**2.1** Within 28 days the attached Management Plan received by the City on 11 June 2018 shall be amended to include the following to the satisfaction of the City:

**2.1.1** A requirement for the contracted security firm to provide security patrols and building walkthroughs of the Apartments, between 10pm and 4am, as follows:

- (a) Once per night, Sunday to Thursday; and
- (b) At 2 hourly intervals, on Friday and Saturday nights, and on a Sunday nights where the following Monday is a public holiday;

**2.1.2** A requirement for the CCTV footage of the Serviced Apartments to be monitored at all times by the Manager/staff of the Serviced Apartment's sister hotel, Attika Hotel, and for it to be available for immediate review 24/7;

**2.1.3** The Code of Conduct shall include reference to the balconies fronting the residential properties on Harwood Place;

**2.1.4** Information advising that (i) the Apartments have 16 residential car bays located behind a security gate and the two visitor bays directly accessible from Harwood Place are to be used only for drop-off and pick-up only with a maximum of 2 hour parking (ii) Guests are encouraged to use these facilities (iii) no street-parking or verge-parking is permitted along Harwood Place, and the City's Rangers issue infringements in relation to illegal parking;

**2.2 In accordance with the City's Planning and Building Policy 7.4.5 – Temporary Accommodation:**

**2.2.1 The amended Management Plan as per Condition 2.1 prepared by the applicant pursuant to clause 2.1.3 of the Policy forms part of this approval;**

**2.2.2 The attached Servicing Strategy prepared by the applicant pursuant to Clause 2.5.2 of the Policy forms part of this approval;**

**2.2.3 The amended Management Plan and Servicing Strategy are to be reviewed:**

- (a) every 12 months;**
- (b) within 30 days of a change of the operator of the Serviced Apartments; and**
- (c) within 30 days of the operator of the Services Apartments changing the operations in respect of check-in and check-out;**

**2.2.4 Any changes identified during a review as set out in clause 2.2.3, are to be incorporated into an updated Management Plan or Servicing Strategy, and approved by the City;**

**2.2.5 The Serviced Apartments must be operated in accordance with the Management Plan and Servicing Strategy (as amended from time to time) to the satisfaction of the City;**

**2.2.6 The Code of Conduct outlined in the amended Management Plan required by Condition 2 shall be provided to occupants of the Serviced Apartments at the time of check-in and displayed in a prominent location within each Serviced Apartment;**

**3. The Serviced Apartments shall include within the entrance, foyer or lobby of the premises a reception area which shall be attended by staff during scheduled guest check-ins and check-outs, unless otherwise provided by the Management Plan approved by the City;**

**4. Within 28 days of this approval, and thereafter:**

**4.1 The two visitor car parking bays, directly accessed from Harwood Place and located within the subject site, shall be sign posted detailing a maximum of 2 hour parking and shall be controlled and maintained by the operator of the Serviced Apartments for the purposes of drop-off and pick-up to the satisfaction of the City;**

**4.2 A sign that provides the contact details of a person responsible for the Serviced Apartments shall be fixed in a location that is within the subject site and is easily visible to the public to the satisfaction of the City;**

**4.3 A minimum of two Class 1 or 2 and four Class 3 resident bicycle bays and two visitor bicycle bays are to be provided onsite. Bicycle bays must be provided at a location convenient to the entrance, publicly accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3; and**

**4.4 A Signage and Lighting Plan be submitted to, and approved by the City, to ensure the development provides adequate signage and lighting to service the development and does not have an adverse impact on the residential amenity of the area; and**

**5. External Fixtures**

**All external fixtures and building plant, including air conditioning units, piping, ducting and water tanks, shall be located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and where practicable from adjoining buildings.**

**PURPOSE OF REPORT:**

To reconsider an application to amend the conditions of development approval for Change of Use from Multiple Dwellings to Serviced Apartments (Amendment to Approval) at Nos. 1-16/17 Harwood Place, West Perth, at the invitation of the State Administrative Tribunal.

**PROPOSAL:**

The applicant is seeking approval to amend the conditions of approval granted by Council on 14 November 2017, by replacing all existing conditions with those contained as **Attachment 3**.

**BACKGROUND:**

<b>Landowner:</b>	Boldform Pty Ltd
<b>Applicant:</b>	Moharich & More
<b>Date of Application:</b>	11 December 2017
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Residential Commercial R Code: R80
<b>Built Form Area:</b>	Mixed Use
<b>Existing Land Use:</b>	Serviced Apartments
<b>Proposed Use Class:</b>	Not applicable
<b>Lot Area:</b>	759 m <sup>2</sup>
<b>Right of Way (ROW):</b>	Not applicable
<b>Heritage List:</b>	Not applicable

The subject site is located at the end of the cul-de-sac on the western side of Harwood Place. The site is zoned Residential Commercial with a residential density coding of R80. The location of the subject site is included as **Attachment 1**.

The locality consists of a mix of residential and commercial properties. The adjoining properties on the western and eastern sides of Harwood Place at the southern end of the street are zoned Commercial and are occupied by showroom, warehouse, shop and office uses. The land abutting the southern boundary of the subject site is a car parking area to the adjoining commercial property at No. 430 Newcastle Street, West Perth.

On the eastern side of Harwood Place there are nine heritage listed grouped dwellings, which are also zoned Residential Commercial with a residential density coding of R80, and are occupied as residences. Abutting the northern boundary of the subject site is a car parking area to the adjoining multiple dwelling development at Nos.15-19 Carr Street, West Perth.

The north-western adjoining site at Nos. 27-29 Carr Street, West Perth is currently under construction and will be accommodating the new West Perth Fire Station.

Between 2013 and 2016 the subject site operated as Serviced Apartments without the approval of the City. On 3 May 2016 Council approved an application for a Change of Use from Multiple Dwellings to Serviced Apartments for the site. The approval notice and approved plans are included as **Attachment 2**.

On 14 November 2014, Council considered an application to amend the existing approval and resolved to approve changes to various conditions relating to the operation of the site. The approval notice is included as **Attachment 2**. The amended approval contained the following condition:

*"5.1 The accommodation duration is limited to a minimum stay of three (3) nights for all guests of the Serviced Apartments;"*

Following Council's decision, the applicant subsequently submitted an application for review to the State Administrative Tribunal (SAT) for reconsideration of Condition 5.1.

During SAT process, the applicant raised issues with other conditions of approval. Administration attended a mediation on 23 May 2018 to various conditions under review. Following this mediation, leave was granted by the SAT to amend the grounds of review to include all conditions of approval. As per the SAT Order, Council is now invited to reconsider all conditions of approval. The applicant provided the information for review of conditions of approval as contained in **Attachment 3**.

**DETAILS:**

Not applicable.

**CONSULTATION/ADVERTISING:**

Consultation on the current proposal was undertaken for a period of 14 days in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, from 20 June 2018 until 3 July 2018. A total of 151 letters were sent to owners and occupiers of properties within close proximity of the subject site (**Attachment 1**) in accordance with the City's Policy No. 4.1.5 – Community Consultation. The City wrote to the same owners and/or residents that were consulted when the original development application was advertised in March 2017 including the original submitters.

In response, a total of 13 submissions were received; all objecting to the proposal. The main concerns raised by the submissions are as follows:

- Minimum Night Stay
- Car Parking
- Anti-social behaviour/Noise
- Management Plan

A summary of submissions and the City's comments are provided in **Attachment 4**.

A Public Forum was held on 28 June 2018 to discuss the changes to the conditions of approval. The main concerns raised by the attendees were largely the same as those raised in the 13 objections.

**Design Review Panel (DRP):**

Referred to DRP: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.4.5 – Temporary Accommodation.

**Delegation to Determine Applications:**

This matter is being referred to Council as the application was previously determined by Council.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

*"Natural and Built Environment*

1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.



Should the matter proceed to a full SAT hearing, the City may need to engage a consultant to assist. Such engagement would incur a cost for the City.

As part of the review of conditions the applicant has submitted a Management Plan which includes Code of Conduct, Strategy Plan and Complaints Register which are contained in **Attachment 5**.

Conditions of Approval-Council Meeting on 3 May 2016 and 14 November 2017	Applicant's Conditions	Proposed	Administration Response
<p>1. Limitation on Use</p> <p>1.1 Maximum Lease Period Guests are not permitted to stay at the subject serviced apartments for a continuous period longer than six months within any 12 month period; and</p> <p>1.2 Management Plan</p> <p>1.2.1 The serviced apartments shall operate in accordance with the amended Management Plan required by Condition 5; and</p> <p>1.2.2 The terms outlined in the amended Management Plan required by Condition 5 shall be provided to occupants of the serviced apartments at the time of check-in and displayed in a prominent location within each serviced apartment;</p>	<p>Conditions 1 and 1.1 deleted and replaced by Condition 1 as follows:</p> <p><i>"1. Guests are not permitted to stay at the subject Serviced Apartment for a period totalling more than 3 months in any 12 month period."</i></p> <p>Conditions 1.2.1 and 1.2.2 deleted and replaced by Conditions 2.1 and 2.2 (refer to condition 2 below).</p> <p>Condition 1.2.2 be deleted and replaced by Condition 3 as follows:</p> <p><i>"3. The Code of Conduct outlined in the Management Plan required by Condition 2 shall be provided to occupants of the Serviced Apartments at the time of check-in and displayed in a prominent location within each Serviced Apartment."</i></p>	<p>No objection to the proposed change.</p> <p>No objection to the proposed change.</p> <p>Agreed, however, the condition is to be renumbered to Condition 2.2.6.</p>	
<p>2. External Fixtures</p> <p>All external fixtures shall not be visually obtrusive from Harwood Place and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like; and</p>	<p>No change to the condition however renumbered Condition 8, as follows:</p> <p><i>"8. All external fixtures shall not be visually obtrusive from Harwood Place and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditions, and the like."</i></p>	<p>Agreed, however, the condition is to be renumbered to Condition 5.</p>	
<p>3. Within 28 days of approval, the following shall be submitted to and approved by the City:</p>			

<p>3.1 Car Parking The two visitor car parking bays, directly accessed from Harwood Place and located within the subject site, shall be sign posted detailing a maximum of 2 hour parking and shall be controlled and maintained by the operator of the serviced apartments for the purposes of drop-off and pick-up to the satisfaction of the City;</p>	<p>Conditions 3.1, 5.10 and 6 replaced by Condition 6 as follows:</p> <p><i>“6. The two visitor car parking bays, directly accessed from Harwood Place and located within the subject site, shall be sign posted detailing a maximum of 2 hour parking and shall be controlled and maintained by the operator of the Serviced Apartments for the purposes of drop-off and pick-up to the satisfaction of the City.”</i></p>	<p>Agreed, however, the condition is to be renumbered to Condition 4.1.</p>
<p>3.2 Signage A sign that provides the contact details of a person responsible for the serviced apartments shall be fixed in a location that is within the subject site and is easily visible to the public to the satisfaction of the City; and</p>	<p>Condition 3.2 to remain and be renumbered, as follows:</p> <p><i>“4. A sign that provides the contact details of a person responsible for the Serviced Apartments shall be fixed in a location that is within the subject site and is easily visible to the public to the satisfaction of the City.”</i></p>	<p>Agreed, however, the condition is to be renumbered to Condition 4.2.</p>
<p>3.3 Bicycle Bays A minimum of two Class 1 or 2 and four Class 3 resident bicycle bays and two visitor bicycle bays are to be provided onsite. Bicycle bays must be provided at a location convenient to the entrance, publically accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3.</p>	<p>Condition 3.3 to remain and be renumbered, as follows:</p> <p><i>“7. A minimum of two Class 1 or 2 and four Class 3 resident bicycle bays and two visitor bicycle bays are to be provided onsite. Bicycle bays must be provided at a location convenient to the entrance, publicly accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3;”</i></p>	<p>Agreed, however, the condition is to be renumbered to Condition 4.3.</p>
<p>4. The Serviced Apartments shall include within the entrance, foyer or lobby of the premises a reception area which shall be attended by staff during scheduled guest check-ins and check-outs”;</p>	<p>Condition 4 is amended and replaced by Condition 5 as follows:</p> <p><i>“5. The Serviced Apartments shall include within the entrance, foyer or lobby of the premises a reception area which shall be attended by staff during scheduled guest check-ins and check-outs, unless otherwise provided by the Management Plan.”</i></p>	<p>As per City's Policy No. 7.4.5 – Temporary Accommodation, a reception desk is required for Serviced Apartments. The submitted Management Plan provides that guests can either check in to the apartments off-site (at the reception of the nearby Attika Hotel, which is managed by the same operator) or at the Zappeion Apartments site itself. In both instances, there will be a reception area and therefore, the amended Condition is supported, however, the condition is to be numbered to Condition 3.</p>

<p>5. Within 28 days of the issue date of this approval, the Management Plan for the Serviced Apartments at 17 Harwood Place, West Perth (Amended 6 November 2017) shall be amended to ensure consistency throughout and include the following to the satisfaction of the City:</p>	<p>Condition 5 be deleted and replaced by Condition 2 as follows:</p> <p><i>“2. In accordance with the City’s Planning and Building Policy 7.4.5 – Temporary Accommodation (Policy):</i></p> <p><i>2.1 The attached Management Plan prepared by the applicant pursuant to clause 2.1.3 of the Policy forms part of this approval;</i></p> <p><i>2.2 The attached Servicing Strategy prepared by the applicant pursuant to clause 2.5.2 of the Policy forms part of this approval;</i></p> <p><i>2.3 The Management Plan and Servicing Strategy are to be reviewed –</i></p> <p><i>2.3.1 every 12 months; or</i></p> <p><i>2.3.2 within 30 days of a change of the operator of the Serviced Apartments;</i></p> <p><i>2.3.3 within 30 days of the operator of the Services Apartments changing the operations in respect of check-in and check-out.</i></p> <p><i>2.4 Any changes identified during a review as set out in clause 2.3, are to be incorporated into an updated Management Plan or Servicing Strategy, and approved by the City.</i></p> <p><i>2.5 The Serviced Apartments must be operated in accordance with the Management Plan and Servicing Strategy (as amended from time to time to the City’s satisfaction);</i></p>	<p>Agreed, in accordance with the City’s Policy No. 7.4.5 – Temporary Accommodation.</p> <p>Agreed, in accordance with the City’s Policy No. 7.4.5 – Temporary Accommodation.</p> <p>Agreed as this will ensure an appropriate management regime exists regardless of the operator.</p>
<p>5.1 The accommodation duration is limited to a minimum stay of three (3) nights for all guests of the Serviced Apartments;</p>	<p>Condition 5.1 be deleted.</p>	<p>Refer to Minimum Accommodation Duration section later in the report.</p>
<p>5.2 The reception area shall be staffed during check-in and check-out of the Serviced Apartments guests/residents;</p>	<p>See current Condition 4, above.</p>	<p>See current Condition 4, above.</p>
<p>5.3 The Serviced Apartments shall be managed by 24 hour security, including vehicle patrols and building walk throughs, and the premises shall be monitored by 24 hour CCTV cameras located around the property;</p>	<p>Condition be 5.3 deleted, with the security requirements to form part of the Management Plan referenced in proposed Condition 2.1.</p>	<p>Refer to Security Regime section of the report.</p>

5.4	An Initial Security Plan shall be implemented until 28 February 2018, or a later date if deemed necessary by the City, and shall include a minimum of three security patrols and building walk-throughs at 2 hourly intervals between the hours of 10:00pm and 4:00am on Friday and Saturday nights and on a Sunday night where the following Monday is a public holiday and one security walk-through at any time between the hours of 11:30pm and 1:30am on Sunday to Thursday nights;	Condition 5.4 be deleted.	Agreed as this will be addressed by proposed condition 2.
5.5	On the conclusion of the implementation of the Initial Security Plan, an On-Going Security Plan shall be implemented and shall include two security patrols and building walk-throughs at minimum 2 hourly intervals between the hours of 10:00pm and 4:00am on Friday and Saturday nights and on a Sunday night where the following Monday is a public holiday and one security walk-through between the hours of 11:30pm and 1:30am on Sunday to Thursday nights;	Condition 5.5 be deleted with the security requirements to form part of the Management Plan referenced in proposed Condition 2.1.	Refer to Security Regime section of the report.
5.6	Live security/CCTV footage of the Serviced Apartments shall be monitored at all times, either by the Manager of the Zappeion Serviced Apartments or by staff of the Serviced Apartment's sister hotel, Attika Hotel, and shall be available for immediate review 24/7;	Condition 5.6 be deleted with the security requirements to form part of the Management Plan referenced in proposed Condition 2.1.	Refer to Security Regime section of the report.
5.7	24 hour contact details of the manager of the Serviced Apartments shall be provided to all owners/occupiers of the residential properties on Harwood Place and made available at all times on the serviced apartment's website and on the outside of the Serviced Apartments building;	Condition 5.7 be deleted with the complaints procedure to form part of the Management Plan referenced in proposed Condition 2.1.	Agreed on the basis that the submitted Management Plan provides that 24-hour contact details which will be sent to all the adjoining residents along Harwood Place. The contact details will be displayed at the entrance to the apartment building and on the business' website.

5.8	Details relating to Level 1 and Level 2 Complaint Management Procedures, including definitions and a series of 'complaint scenarios' to clarify how the Complaint Management Procedure will be implemented for the different types of incidents and disturbances;	Condition 5.8 be deleted with the complaints procedure to form part of the Management Plan referenced in proposed Condition 2.1.	Agreed on the basis that the submitted Management Plan adequately addresses this issue.
5.9	Guests are required to keep noise to a minimum from 10:00pm to 8:00am, in particular outside on the balconies fronting the residential properties on Harwood Place;	Condition 5.9 be deleted with the complaints procedure to form part of the Management Plan referenced in proposed Condition 2.1.	Generally supported, subject to the Code of Conduct being amended to make reference to balconies.
5.10	The two car parking bays accessed from Harwood Place shall be signed and maintained as 'pick up/drop off' bays for use by on demand transport or buses and shall not be used by guests;	Conditions 3.1, 5.10 and 6 replaced by Condition 6 as follows:  <i>"6. The two visitor car parking bays, directly accessed from Harwood Place and located within the subject site, shall be sign posted detailing a maximum of 2 hour parking and shall be controlled and maintained by the operator of the Serviced Apartments for the purposes of drop-off and pick-up to the satisfaction of the City."</i>	Agreed, however, the condition is to be renumbered to Condition 4.1.
5.11	Each serviced apartment shall be provided with one dedicated parking bay at no extra cost to encourage patrons and/or visitors to use the onsite parking facilities; and	Condition 5.11 be deleted.	Refer to Car Parking below.
5.12	The Management Plan shall be reviewed every 12 months, with any changes identified during this review or by the City, being incorporated into an updated Management Plan approved by the City as part of the review;	Condition 5.12 be deleted and replaced by Condition 2.3 above.	Agreed, however, the condition is to be renumbered to Condition 2.2.3.



6. Within 28 days of issue of Planning Approval, a sign shall be erected on the building that restricts the two existing onsite visitor car parking bays as a 'Drop off / Pick up only'.	Conditions 3.1, 5.10 and 6 be deleted and replaced by Condition 6 as follows:  <i>"6. The two visitor car parking bays, directly accessed from Harwood Place and located within the subject site, shall be sign posted detailing a maximum of 2 hour parking and shall be controlled and maintained by the operator of the Serviced Apartments for the purposes of drop-off and pick-up to the satisfaction of the City."</i>	Agreed, however, the condition is to be renumbered to Condition 4.1.
7. Within 28 days of the issue date of this approval and prior to the installation of any signage or lighting at the premises that a Signage and Lighting Plan be submitted to, and approved by the City, to ensure the development provides adequate signage and lighting to service the development and does not have an adverse impact on the residential amenity of the area.	Condition be deleted on the basis that the Signage and Lighting Plan has been complied with and there is no requirement for this condition.	The City did not receive a Signage and Lighting Plan. Therefore it is recommended that the condition be retained.

### Security Regime

#### *Patrols*

The submitted Management Plan provides for 24 hour security, CCTV monitoring, vehicle patrols and walk-throughs of the Apartment complex. The security patrols and building walk-throughs will occur between 10:00pm and 4:00am:

- Once, on weeknights;
- Twice, on Friday and Saturday nights and on a Sunday where the following Monday is a public holiday.

Through the consultation process, the City received various submissions that raised security concerns with the proposal and suggested that the short stay accommodation use was, at least in part, facilitating anti-social behaviour that was determinately impact on the residential amenity of the local area. In considering this matter, Council must consider the compatibility of the business with its setting and apply conditions that balance the continuation of the business with the amenity of the nearby residents.

Given the security concerns raised by the adjoining residents, it is recommended that the Management Plan is to be amended to provide for the following security patrols and building walk-throughs between 10:00pm and 4:00am:

- Once, Sunday to Thursday
- 2 hourly intervals on Friday and Saturday nights, and on a Sunday where the following Monday is a public holiday.

#### *CCTV*

The submitted Management Plan states that 24 hour CCTV cameras located around the premises have been installed and will be actively monitored for the time that the Attika Hotel reception is open. Outside those hours, the CCTV footage will be recorded and made available to be immediately viewed upon a complaint being made.

Given the issue of security raised by adjoining neighbours it is considered appropriate that the CCTV footage is monitored at all times and as such, it is recommended that a condition be imposed requiring the Management Plan be amended accordingly.

#### Minimum Accommodation Duration

The current approval requires guests to stay for a minimum of three nights, with the relevant condition originally being imposed as it formed part of the management plan, at the time.

The applicant is now seeking approval to remove the above condition, meaning that guests would be able to stay for one night at a time. In considering this issue, it is acknowledged that there is at least a perception that a minimum duration requirement will go some way to avoiding instances of anti-social behaviour, however, there is no demonstrable link between the two. As an example, the City of a recent situation (May 2018) where a guest who booked for three night stay was expelled from the serviced apartments within a couple of hours from check-in.

It is considered that provided that the management measures are appropriate and diligently implemented, there should be no need for an arbitrary minimum duration condition, as nearby residents could be confident that the issues would be satisfactorily resolved, irrespective of how many nights the guest was intending to stay. Given that the management measures are considered satisfactory (subject to various changes), the removal of this condition is supported.

#### Car Parking

The existing Condition 5.11 (which the applicant wishes to have deleted) states the following:

*"5.11 Each serviced apartment shall be provided with one dedicated parking bay at no extra cost to encourage patrons and/or visitors to use the onsite parking facilities"*

The purpose of this condition is to ensure that those guests with vehicles parked them on the subject site.

Harwood Place accommodates on-street parking on the eastern side of the road only, where the following parking restrictions apply:

- Monday to Friday – 8:00am to 6:00pm – 1 hour parking; and
- All other times - permit holders only.

With the above parking restriction it is considered that guests to the serviced apartments will not be able to use the car parking bays along Harwood Place and anyone not complying with the above requirements would be subject to enforcement action by the City Rangers. Further, as part of the submitted Management Plan, guests will be encouraged to use the car bays behind the security gate of the serviced apartments and two visitor bays directly accessible from Harwood Place, with the latter to be used for drop-off and pick-up only.

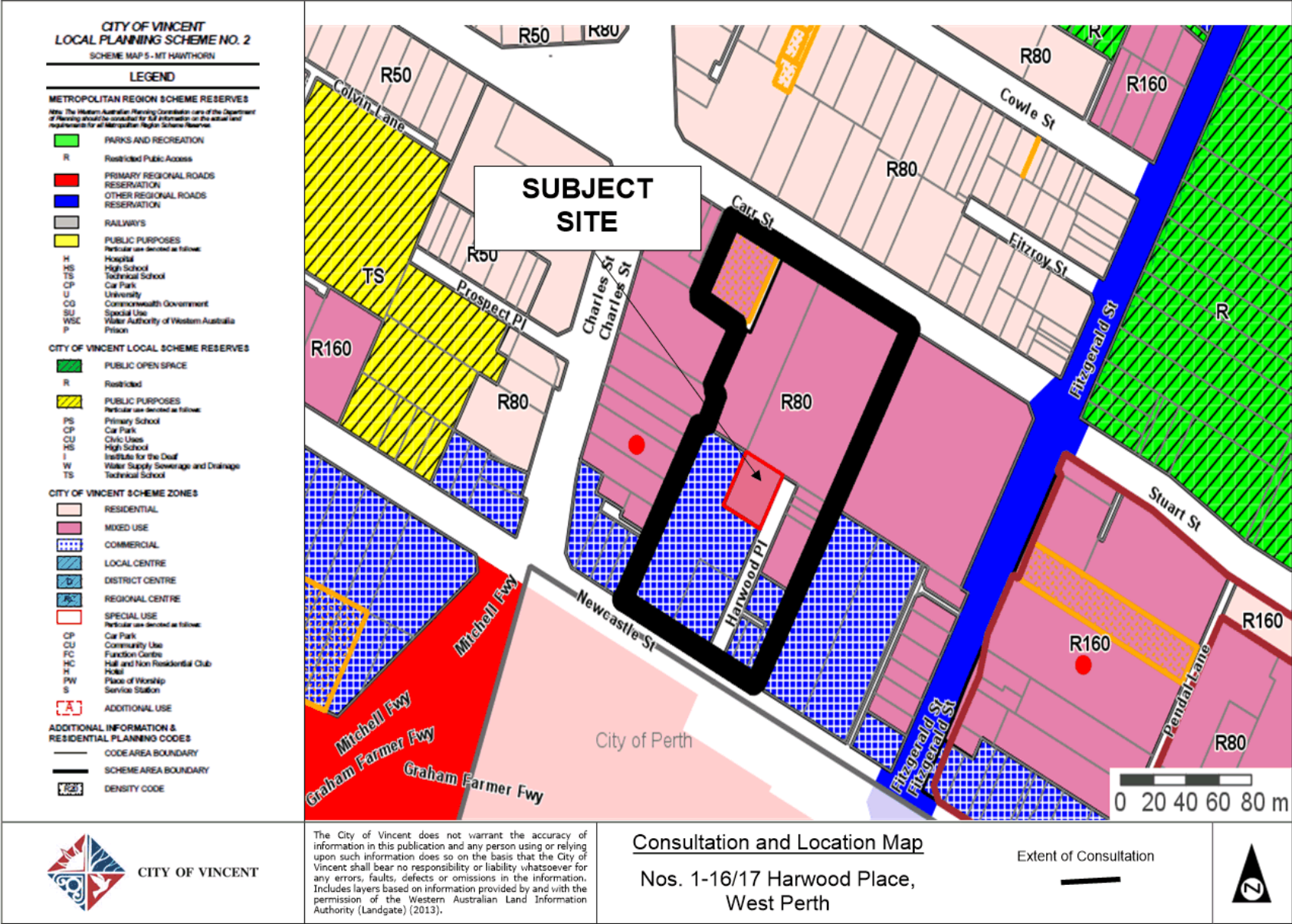
It will therefore be recommended that Council require the Management Plan is to be amended to advise guests that the Apartments have 16 residential car bays located behind a security gate and two visitor bays directly accessible from Harwood Place to be used only for drop-off and pick-up only with a maximum of 2 hour parking. Guests are to be encouraged to use these facilities. In addition, the Management Plan is to state no street-parking or verge-parking is permitted along Harwood Place, and the City's Rangers issue infringements in relation to illegal parking.

Based on the above, the deletion of Condition 5.11 is considered acceptable.

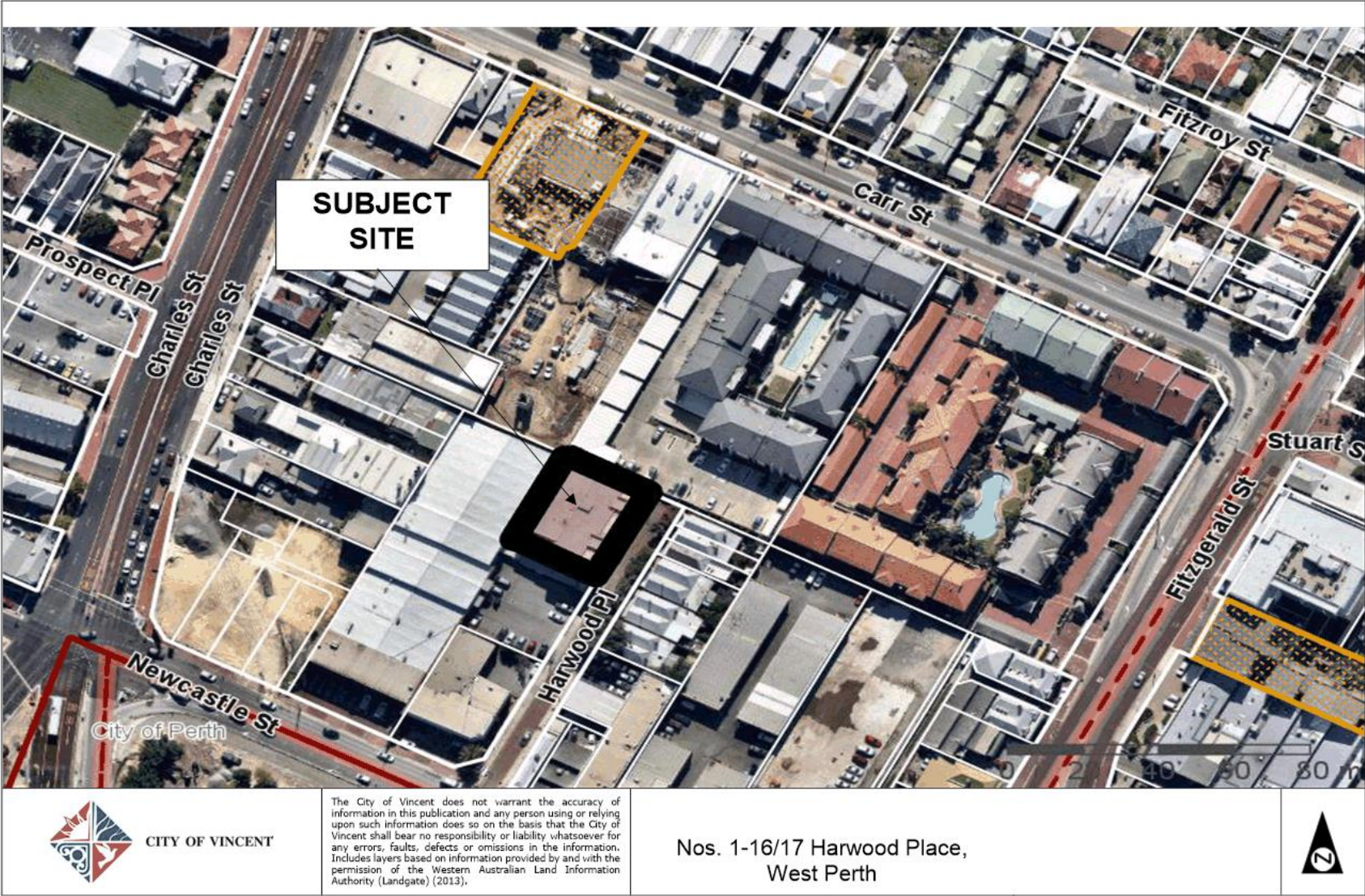
#### Conclusion

The Conditions of Approval have been reviewed as outlined in the Table and Comments section above. It is considered that, subject to various changes, the new Management Plan, the Strategy Plan and a Complaints Register will appropriately control antisocial behaviour, including noise and car parking.

It is recommended that new Conditions in the Recommendation Section be supported.







## ORDINARY COUNCIL MEETING MINUTES

14 NOVEMBER 2017

## 9 DEVELOPMENT SERVICES

## 9.4 FURTHER REPORT: NOS. 1-16/17 HARWOOD PLACE, WEST PERTH - CHANGE OF USE FROM MULTIPLE DWELLINGS TO SERVICED APARTMENTS (AMENDMENT TO APPROVAL)








TRIM Ref: D17/154755

Author: Steve Laming, Urban Planner

Authoriser: Paola Di Perna, Manager Approval Services

Ward: South

Precinct: 13 – Beaufort

- Attachments:
1. Attachment 1 - Consultation and Location Map 
  2. Attachment 2 - Previous Development Approval Granted 3 May 2016 
  3. Attachment 3 - Existing Approved Management Plan - May 2016 
  4. Attachment 4 - Proposed Updated Management Plan - November 2017 
  5. Attachment 5 - Management Plan Comparison 
  6. Attachment 6 - Summary of Submissions 
  7. Attachment 7 - Applicant's Justification Report and Response to Neighbour Submissions 

## RECOMMENDATION:

That Council in accordance with the provisions of the City of Vincent Town Planning Scheme No. 1 and the Metropolitan Region Scheme, APPROVES the application to amend the conditions for development approval 5.2015.568.1 granted on 3 May 2016 for a Change of Use from Multiple Dwellings to Serviced Apartments at Nos. 1-16/17 (Lots: 1-16; STR: 59813) Harwood Place, West Perth subject to the following conditions:

1. All conditions and advice notes detailed on development approval 5.2015.568.1 granted on 3 May 2016 included as Attachment 2 continue to apply to this approval, except as follows:
  - 1.1. Condition 4 of the development approval is amended to read as follows:
 

*"4. The Serviced Apartments shall include within the entrance, foyer or lobby of the premises a reception area which shall be attended by staff during scheduled guest check-ins and check-outs";*
  - 1.2. Condition 5 of the development approval is deleted and replaced as follows:
 

*"5. Within 28 days of the issue date of this approval, the Management Plan for the Serviced Apartments at 17 Harwood Place, West Perth (Amended 6 November 2017) shall be amended to ensure consistency throughout and include the following to the satisfaction of the City:*

    - 5.1 *The accommodation duration is limited to a minimum stay of three (3) nights for all guests of the Serviced Apartments;*
    - 5.2 *The reception area shall be staffed during check-in and check-out of the Serviced Apartments guests/residents;*
    - 5.3 *The Serviced Apartments shall be managed by 24 hour security, including vehicle patrols and building walk throughs, and the premises shall be monitored by 24 hour CCTV cameras located around the property;*
    - 5.4 *An Initial Security Plan shall be implemented until 28 February 2018, or a later date if deemed necessary by the City, and shall include a minimum of three security patrols and building walk-throughs at 2 hourly intervals between the hours of 10:00pm and 4:00am on Friday and Saturday nights and on a Sunday night where the following*



## ORDINARY COUNCIL MEETING MINUTES

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*Monday is a public holiday and one security walk-through at any time between the hours of 11:30pm and 1:30am on Sunday to Thursday nights;*

- 5.5 *On the conclusion of the implementation of the Initial Security Plan, an On-Going Security Plan shall be implemented and shall include two security patrols and building walk-throughs at minimum 2 hourly intervals between the hours of 10:00pm and 4:00am on Friday and Saturday nights and on a Sunday night where the following Monday is a public holiday and one security walk-through between the hours of 11:30pm and 1:30am on Sunday to Thursday nights;*
- 5.6 *Live security/CCTV footage of the Serviced Apartments shall be monitored at all times, either by the Manager of the Zappeion Serviced Apartments or by staff of the Serviced Apartment's sister hotel, Attika Hotel, and shall be available for immediate review 24/7;*
- 5.7 *24 hour contact details of the manager of the Serviced Apartments shall be provided to all owners/occupiers of the residential properties on Harwood Place and made available at all times on the serviced apartment's website and on the outside of the Serviced Apartments building;*
- 5.8 *Details relating to Level 1 and Level 2 Complaint Management Procedures, including definitions and a series of 'complaint scenarios' to clarify how the Complaint Management Procedure will be implemented for the different types of incidents and disturbances;*
- 5.9 *Guests are required to keep noise to a minimum from 10:00pm to 8:00am, in particular outside on the balconies fronting the residential properties on Harwood Place;*
- 5.10 *The two car parking bays accessed from Harwood Place shall be signed and maintained as 'pick up/drop off' bays for use by on-demand transport or buses and shall not be used by guests;*
- 5.11 *Each serviced apartment shall be provided with one dedicated parking bay at no extra cost to encourage patrons and/or visitors to use the onsite parking facilities; and*
- 5.12 *The Management Plan shall be reviewed every 12 months, with any changes identified during this review or by the City, being incorporated into an updated Management Plan approved by the City as part of the review;*

- 1.3. A new Condition 7 is added to the conditions of the development approval as follows:

"7. Within 28 days of the issue date of this approval and prior to the installation of any signage or lighting at the premises that a Signage and Lighting Plan be submitted to, and approved by the City, to ensure the development provides adequate signage and lighting to service the development and does not have an adverse impact on the residential amenity of the area."

ORDINARY COUNCIL MEETING MINUTES

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COUNCIL DECISION ITEM 9.4

Moved: Cr Gontaszewski, Seconded: Cr Topelberg

That the recommendation be adopted.

CARRIED UNANIMOUSLY (8-0)

**For:** Presiding Member Mayor Emma Cole, Cr Harley, Cr Gontaszewski, Cr Hallett, Cr Topelberg, Cr Murphy, Cr Castle and Cr Fotakis

**Against:** Nil

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

ENQUIRIES TO: Steven Laming  
Approval Services, (08 9273 6067)  
OUR REF: 5 2015.558.1



CITY OF VINCENT

4 May 2016

FILE COPY

Dear Sir/Madam

**NO. 17 (LOTS: 1-16; D/P: 59813) HARWOOD PLACE, PERTH – CHANGE OF USE FROM MULTIPLE DWELLINGS TO SERVICED APARTMENTS (RETROSPECTIVE)**

Thank you for your Planning Application received on 11 December 2015 for the above proposal.

I wish to advise that the Council at its Ordinary Meeting held on 3 May 2016 resolved to **grant conditional approval** subject to the terms and conditions shown on the attached form. The proposal was assessed and found to be in accordance with the provisions of the City of Vincent Town Planning Scheme No.1 and associated policies.

I trust that the information is to your satisfaction, however if you have any enquiries regarding the above matter, please do not hesitate to contact Steven Laming on 08 9273 6067.

Yours sincerely

Paola Di Perna  
**MANAGER APPROVAL SERVICES**

Cc.

*Compliance Services*

(Att.)



- 2 -

*Planning and Development Act 2005*

City of Vincent

**Notice of determination on application for development approval**

Location: NO. 17 Harwood Place, Perth

Lots, Plan/Diagram: Lots: 1-16 Str: 59813

Vol. No: 1533

Folio No: 297

Application date: 10 December 2015

Received on: 11 December 2015

Serial No: 5.2015.568.1

Description of proposed development: Change of Use from Multiple Dwellings to Serviced Apartments (Retrospective)

Plans dated: 11 December 2015

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

1. Limitation on Use

1.1 Maximum Lease Period

Guests are not permitted to stay at the subject serviced apartments for a continuous period longer than six months within any 12 month period; and

1.2 Management Plan

1.2.1 The serviced apartments shall operate in accordance with the amended Management Plan required by Condition 5; and

1.2.2 The terms and conditions outlined in the amended Management Plan required by Condition 5 shall be provided to occupants of the serviced apartments at the time of check-in and displayed in a prominent location within each serviced apartment;

2. External Fixtures

All external fixtures shall not be visually obtrusive from Harwood Place and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditioners, and the like; and

3. Within 28 days of approval, the following shall be submitted to and approved by the City:

- 3 -

3.1 Car Parking

The two visitor car parking bays, directly accessed from Harwood Place and located within the subject site, shall be sign posted detailing a maximum of 2 hour parking and shall be controlled and maintained by the operator of the serviced apartments for the purposes of drop-off and pick-up to the satisfaction of the City;

3.2 Signage

A sign that provides the contact details of a person responsible for the serviced apartments shall be fixed in a location that is within the subject site and is easily visible to the public to the satisfaction of the City; and

3.3 Bicycle Bays

A minimum of two Class 1 or 2 and four Class 3 resident bicycle bays and two visitor bicycle bays are to be provided onsite. Bicycle bays must be provided at a location convenient to the entrance, publically accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3;

4. The serviced apartments shall include within the entrance, foyer or lobby of the premises a reception desk which shall be attended by staff at all times;
5. Within 28 days, the Management Plan shall be amended to include the following information to the satisfaction of the City:
  - 5.1 All guests/residents of the Serviced Apartments are subject to a one strike policy, whereby should any unacceptable noise/disturbance/anti-social behaviour be reported and verified by staff, the offending guests/residents shall be required to leave the premises immediately and shall be banned from occupying the premises in the future. This information shall be documented and registered with the City of Vincent;
  - 5.2 24 hour contact details of the Serviced Apartments owners, licensed operator and the relevant security company, to be provided to all owners/occupiers of the adjoining residential properties on Harwood Place;
  - 5.3 The two existing onsite visitor car parking bays accessed from Harwood Place shall be reallocated as 'pick up/drop off' bays for use by on-demand transport or buses and shall not be used by guests;
  - 5.4 A Code of Conduct detailing the expected behaviour of guests/residents in order to minimise any impact on adjoining residents.
  - 5.5 No more than six guests/residents shall be permitted in any Serviced Apartment at any one time; and
6. Within 28 days of issue of Planning Approval, a sign shall be erected on the building that restricts the two existing onsite visitor car parking bays as a 'Drop off / Pick up only'.



- 4 -

ADVICE NOTE:

1. All signage that does not comply with the City's Policy No. 7.5.2 – Signs and Advertising shall be subject to a separate Planning Application, and all signage shall be subject to a separate Sign Permit application, being submitted to and approved by the City prior to the erection of the signage.

NOTES:

Any additional property numbering to the abovementioned address, which is resultant from this application, is to be allocated by the City of Vincent and no other parties. It is recommended that you liaise with the City's Planning Department on the above matter, during the Building Permit issue stage.

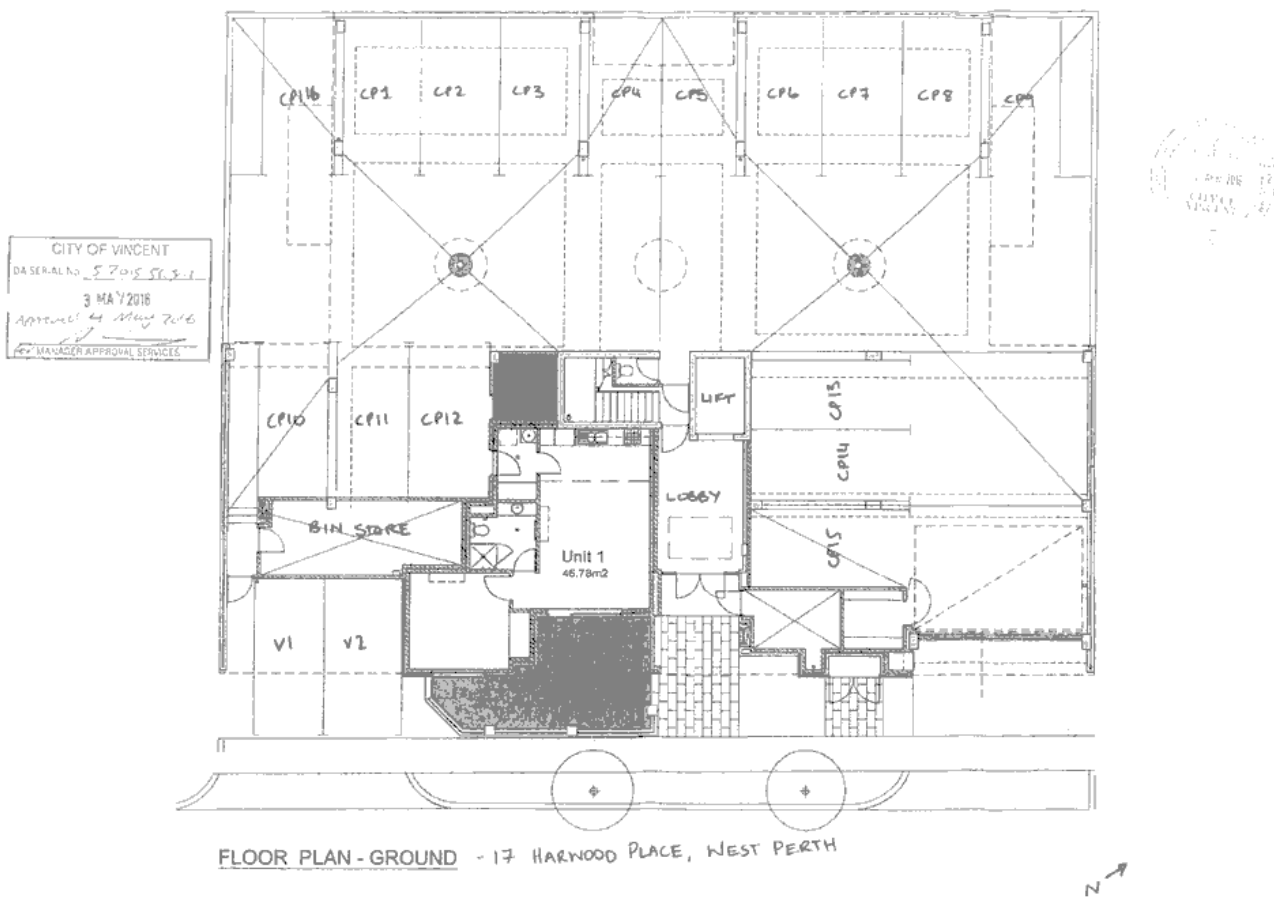
Date of determination: 3 May 2016

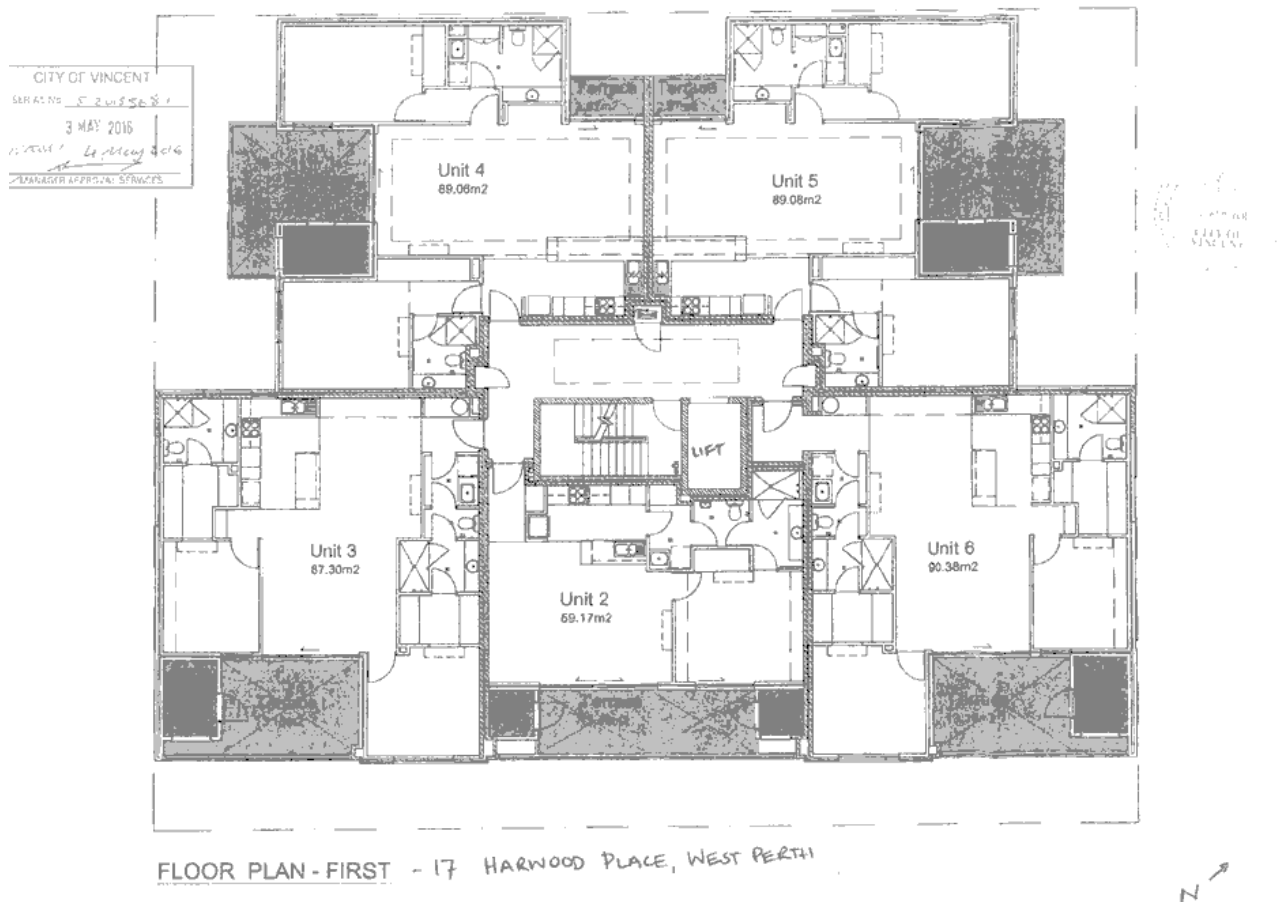
- Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.
- Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

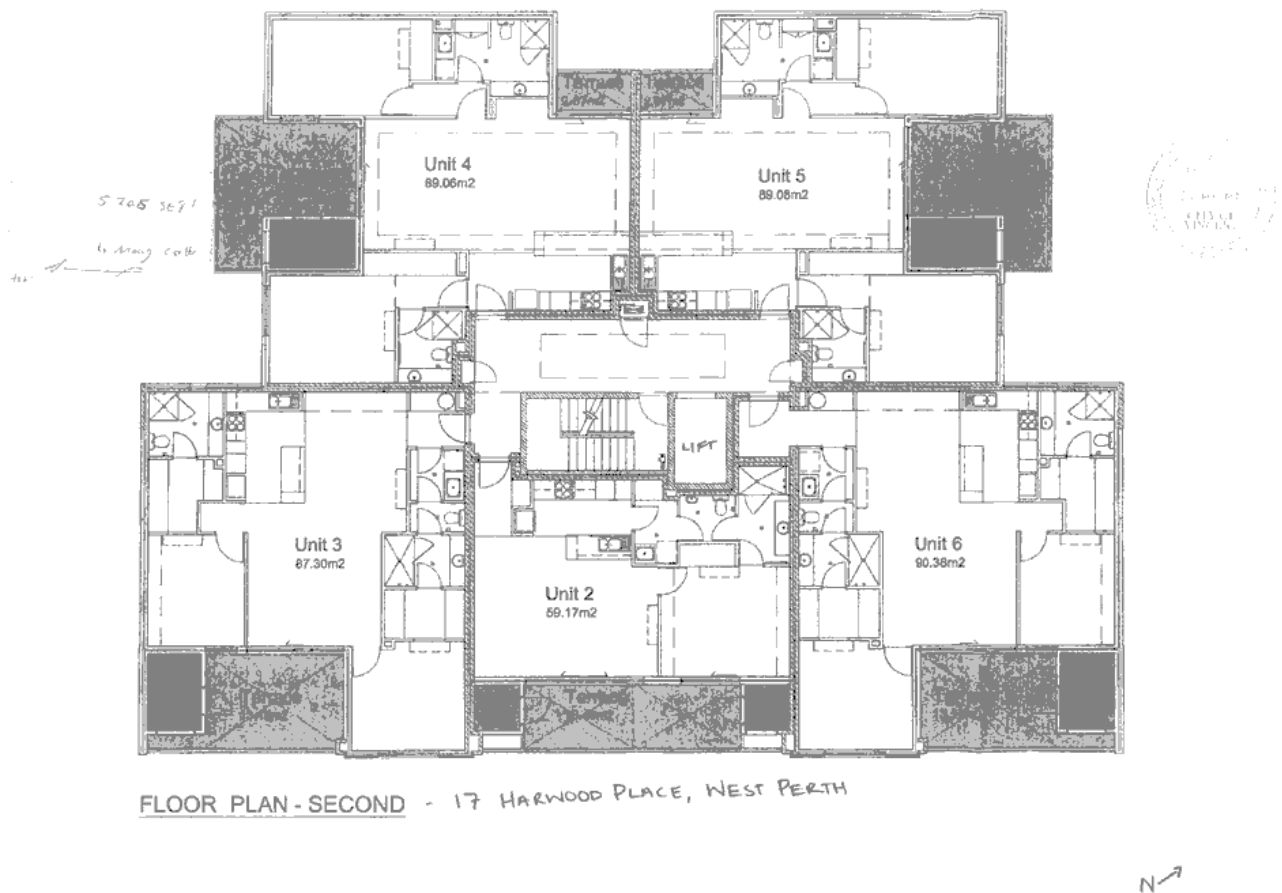
Signed:  Dated: 4.5.16

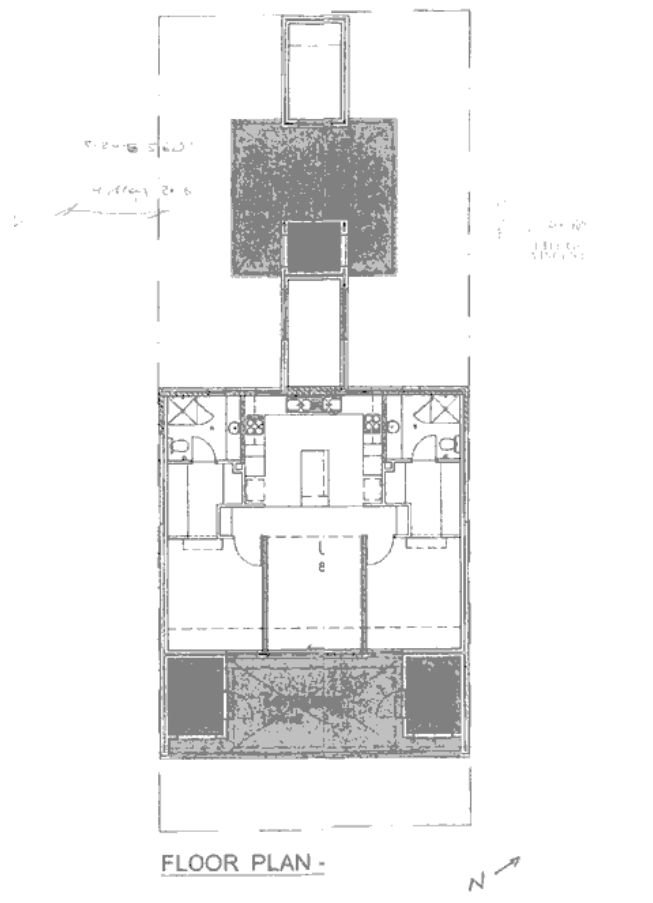
for  
Paola Di Perna  
**MANAGER APPROVAL SERVICES**

for and on behalf of the City of Vincent

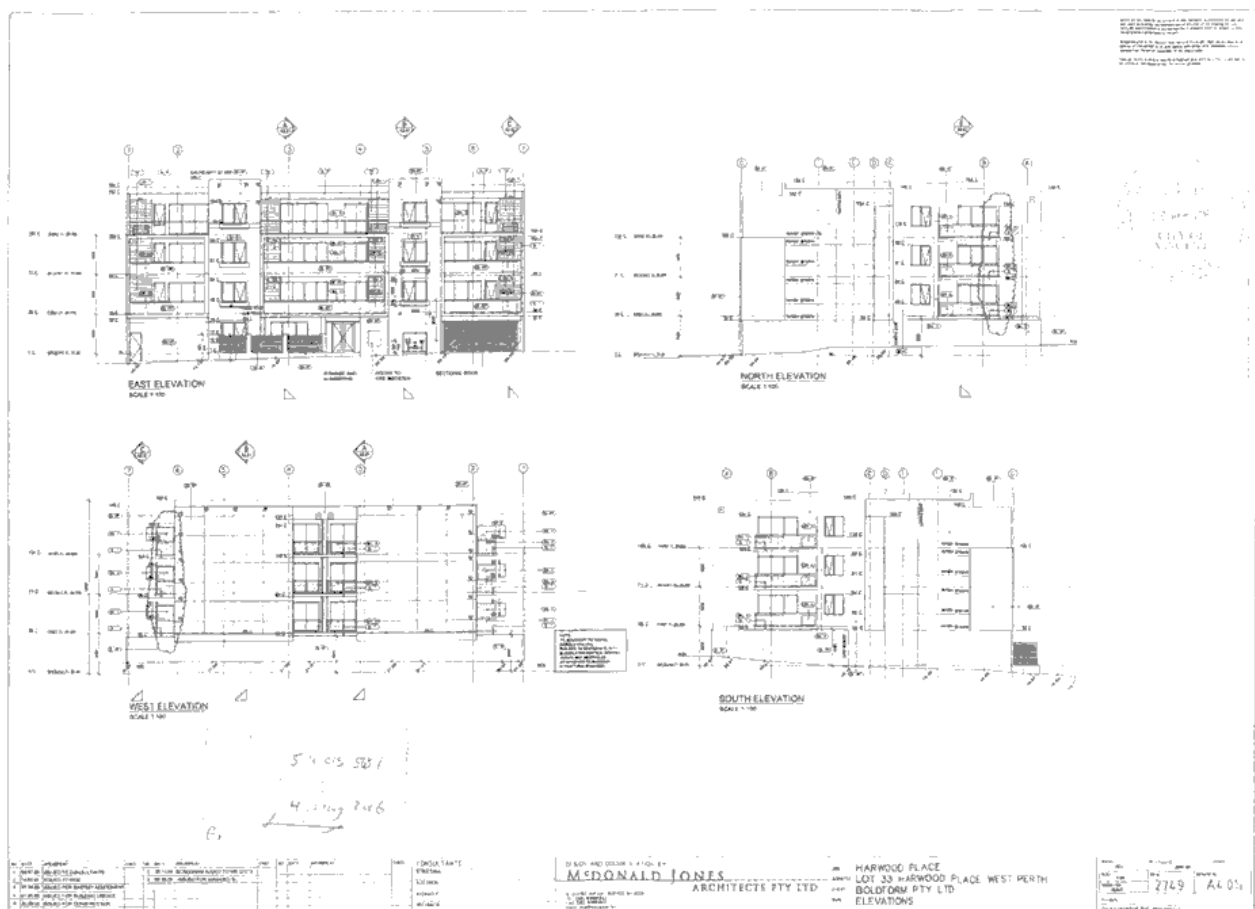












## Proposed conditions

The previous set of conditions are deleted; and the following are substituted –

### Operation of land use

- 1 Guests are not permitted to stay at the subject Serviced Apartment for a period totalling more than 3 months in any 12 month period. (previously condition 1.1)
- 2 In accordance with the *City's Planning and Building Policy 7.4.5 – Temporary Accommodation (Policy)*:
  - 2.1 The attached Management Plan prepared by the applicant pursuant to clause 2.1.3 of the Policy forms part of this approval;
  - 2.2 The attached Servicing Strategy prepared by the applicant pursuant to clause 2.5.2 of the Policy forms part of this approval;
  - 2.3 The Management Plan and Servicing Strategy are to be reviewed –
    - 2.3.1 every 12 months; or
    - 2.3.2 within 30 days of a change of the operator of the Serviced Apartments;
    - 2.3.3 within 30 days of the operator of the Services Apartments changing the operations in respect of check-in and check-out.
  - 2.4 Any changes identified during a review as set out in clause 2.3, are to be incorporated into an updated Management Plan or Servicing Strategy, and approved by the City.
  - 2.5 The Serviced Apartments must be operated in accordance with the Management Plan and Servicing Strategy (as amended from time to time to the City's satisfaction); (previously condition 1.2.1)
- 3 The Code of Conduct outlined in the Management Plan required by Condition 2 shall be provided to occupants of the Serviced Apartments at the time of check-in and displayed in a prominent location within each Serviced Apartment. (previously condition 1.2.2)
- 4 A sign that provides the contact details of a person responsible for the Serviced Apartments shall be fixed in a location that is within the subject site and is easily visible to the public to the satisfaction of the City. (previously condition 3.2)
- 5 The Serviced Apartments shall include within the entrance, foyer or lobby of the premises a reception area which shall be attended by staff during scheduled guest check-ins and check-outs, unless otherwise provided by the Management Plan. (previously condition 4 and 5.2, as amended).

**Parking**

- 6 The two visitor car parking bays, directly accessed from Harwood Place and located within the subject site, shall be sign posted detailing a maximum of 2 hour parking and shall be controlled and maintained by the operator of the Serviced Apartments for the purposes of drop-off and pick-up to the satisfaction of the City. (previously condition 3.1 and 5.3 and 5.10 and 6)
- 7 A minimum of two Class 1 or 2 and four Class 3 resident bicycle pays and two visitor bicycle bays are to be provided onsite. Bicycle bays must be provided at a location convenient to the entrance, publicly accessible and within the development. The bicycle facilities shall be designed in accordance with AS2890.3; (previously condition 3.3)

**Built form**

- 8 All external fixtures shall not be visually obtrusive from Harwood Place and neighbouring properties. External fixtures are such things as television antennas (of a non-standard type), radio and other antennas, satellite dishes, external hot water heaters, air conditions, and the like. (previously condition 2)

**Summary of Submissions:**

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

<b>Comments Received in Objection:</b>	<b>Officer Technical Comment:</b>
<u>Conditions of Approval</u>  The conditions of approval granted by Council on 14 November 2017 should be maintained.	The applicant has lodged an appeal to SAT and City's Administration is required to review the conditions of approval whether to delete/amend these conditions as each condition will be considered by the SAT Member on its merits.
<u>Minimum Night Stay</u>  The minimum night stay is to be maintained at 3 nights so that guests cannot host parties/gatherings which impact on the adjoining residential properties in terms of noise and anti-social behaviour.	There is no link between the minimum night stay and anti-social behaviour. With the proposed Management Plan which includes Code of Conduct, security, the use of CCTV cameras there will be more control on antisocial behaviour and noise from the serviced apartments. In this instance there is no requirement for the minimum night stay.
<u>Car Parking</u>  The car parking condition requiring each serviced apartment to be provided with one dedicated parking at no extra cost should be maintained. This condition will ensure that guests to the serviced apartments will not use the car parking bays along Harwood Place.	There is time restriction for car parking along Harwood Place, 1 hour parking from 8 am to 6 pm from Monday to Friday and the remaining time including weekend is only for permit holders. As part of the Management Plan guests will be encouraged to park in the car bays of the serviced apartments. In addition as part of the Management Plan the operator will advise guests verbally at check-in and in the Code of Conduct that no street parking and verge parking are permitted along Harwood Place. Therefore it is considered that guests to the serviced apartments will not use Harwood Place.
<u>Anti-social behaviour/Noise</u>  Antisocial behaviour and loud noise from balconies from some guests impact on the residential properties along Harwood Place.  Drug dealers and sex workers have rented these apartments.	With the proposed Management Plan which includes Code of Conduct, security and the use of CCTV cameras there will be more control on antisocial behaviour and noise from the serviced apartments.  This is a Police matter.
<u>Management Plan</u>  The review process of the management plan does not include residents. The deletion/amendments to the conditions of approval rely on the use of the management plan as opposed to the Council's conditions of approval seems to be favouring the apartment managers over residents by allowing the applicant's more freedom to self-regulate.	The Management Plan is part of the condition of approval therefore the City can enforce the clauses of the management Plan. A Management Plan is an agreement between the City and the operator of the serviced apartments and residents are not involved. A Management Plan provides a commitment for an applicant to comply with what has been written within the Management Plan. A Management Plan is a daily tool which will be used to manage the serviced apartments to the satisfaction of the City. Further, a review of the Management Plan within six months and 12 months this will ensure that if there are any matters to be addressed the Management Plan can be updated.

# MANAGEMENT PLAN

## ZAPPEION APARTMENTS

17 HARWOOD PLACE, PERTH

Prepared in accordance with City of Vincent Planning and Building Policy 7.4.5 – Temporary Accommodation

2018



## CONTACT DETAILS

Manager on duty ..... 08 6164 7641

After hours (emergency).....0478 649 964

Perth Police Station..... 08 9422 7111

## ACCOMMODATION OVERVIEW

The Zappeion Apartments (**Apartments**) offer sixteen luxury one and two bedroom serviced apartments for a minimum one night and maximum three month stay. The Apartments are entirely self-contained and receive servicing once a week in addition to any cleaning prior to check in.

The Apartments typically service corporate clients and families.

## GUEST MANAGEMENT

### Restrictions

The number of occupants to each apartment is restricted to six guests at any time.

### Check in and out procedures

#### *Check in:*

Guests initially check in to the Apartments offsite at the Attika Hotel reception, which is managed by the same operator (**Operator**), and is 500m away. Here, they are given their smart card and keys, and they are provided with the Code of Conduct for signing.

The Attika Hotel reception is open from 7am to 9pm Monday to Friday, and 9am to 5pm of weekends and public holidays.

Guests arriving outside of these hours, undertake check-in electronically. In this case, proof of identification and a signed copy of the Code of Conduct must be provided by the Guest before arrival. The smart card and keys are stored in a lock-box, and the guest is provided with the code to retrieve their documentation, smart card and keys upon arrival.

#### *Check out:*

Guests check out by depositing the smart card and keys into the box in the foyer of the Apartments.

### Code of Conduct

The Apartments have a strict Code of Conduct which is given to all guests to sign and keep upon check in. Guests are walked through their obligations under the Code of Conduct at check-in.



The Code of Conduct details the expected behaviour of all guests to minimise impact to other guests and adjoining residents. Control of anti-social behaviour and noise is a priority for the the Operator, and all guests are advised to keep noise to a minimum from 10:00pm and 8:00am, and in particular outside on the balconies.

A copy of the Code of Conduct is attached at **Attachment A**.

#### Anti-social behaviour

The Operator takes the control of anti-social behaviour very seriously. All guests are made aware of their obligations at check-in and via the Code of Conduct, as described above.

As a prevention and monitoring measure, several security cameras have been installed at the Apartments. These provide the Operator with a 24 hour view of the front entrance, lobby, car park area, and street, and can also be accessed after the fact in the event of a complaint.

The Operator engages in both active and passive surveillance at the Apartments to ensure guest behaviour is appropriate. This includes regular attendance by staff and inspections. To ensure this presence is maintained after hours, the Operator has engaged a private security company to undertake patrols after hours.

In addition to the above measures, the Operator has a complaints management procedure in place (as described below) which has been provided to all adjacent neighbours to ensure anti-social behaviour is dealt with as soon as practicably possible.

#### COMPLAINTS MANAGEMENT PROCEDURE

##### Public engagement

The Operator has developed an information sheet for the residential properties on Harwood Place, which contains contact details and the complaints management procedure. This allows neighbours to engage with the Operator in the event of anti-social behaviour, particularly after hours.

These contact details are also displayed on the door to the Apartments, and on the Apartments website.

At all times, neighbours are encouraged to contact the police if they have any concerns beyond what management has the powers to assist with. See **Attachment B**.

##### Level 1 Disturbances - minor noise disturbances and minor complaints

Minor noise complaints will be dealt with in the following manner:

- 1 The Operator will review security footage, if relevant.

- 2 If the apartment in question can be identified, the Operator will call the apartment to confirm their obligations under the Code of Conduct.
- 3 If a second telephone complaint is received within a 12 hour period (or where it was not possible to call the apartment in question in step 1), the Operator or the contracted security firm will attend the premises and require the guests to cease any noisy activity.
- 4 The Operator or contracted security firm will stay onsite for one hour following the warning.
- 5 If requested, the Operator or contracted security firm will make contact with the complainant to advise of the outcome.
- 6 In the event that a further complaint is made and verified, the guests will be evicted in accordance with the Code of Conduct.

#### Level 2 Disturbances - parties, major noise disturbances, altercations etc

Whilst guests are able to reasonably entertain visitors until 10pm, the Operator has a no tolerance policy for parties and prevailing nuisance after hours. Any abusive behaviour or major ongoing noise disturbances will be managed as follows:

- 1 The Operator or the contracted security firm will attend the premises within 30 minutes of the complaint to establish if the complaint is valid.
- 2 If the complaint is properly characterised as a Level 1 Disturbance, the process will be as for a Level 1 Disturbance.
- 3 If the complaint is verified as a Level 2 disturbance, the guests will be evicted in accordance with the Code of Conduct.
- 4 If requested, the Operator or contracted security firm will make contact with the complainant to advise of the outcome.

#### Complaints Register

The Operator maintains a complaints register, which is provided on request to the City of Vincent in accordance with the conditions of planning approval.

The complaints register is to contain the following information –

- 1 Date and time of complaint
- 2 Name and address of complainant (if known)
- 3 Nature of complaint

- 4 Investigations undertaken
- 5 Action taken
- 6 Response to complainant

## SECURITY

### Access

Access to the front lobby, car parking area and all apartments is controlled by smart cards and keys issued to guests and staff.

### Visitors

Only named guests are permitted to stay at the Apartments. Visitors must vacate by 10pm.

### Outsourced security detail

#### *Scheduled patrols:*

The Apartments are managed by 24 hour security, including CCTV monitoring, vehicle patrols and walk throughs throughout the Apartments.

The contracted security firm provides security patrols and building walkthroughs of the Apartments between 10pm and 4am –

- 1 During weekdays, once;
- 2 On Friday and Saturday nights, and on a Sunday where the following Monday is a public holiday, twice.

These patrols happen at a different time each night so that no evident schedule can be ascertained.

#### *Ad hoc attendance:*

The contracted security firm shall attend the Apartments within 30 minutes of a complaint as to any Level 1 or Level 2 Disturbance being made outside of the hours of reception of the Attika Hotel.

### Additional infrastructure

The operators of the Apartments have installed additional 24 hour CCTV cameras located around the premises. This infrastructure monitors potential anti-social behaviour on Harwood Place.

During the reception hours of the Attika Hotel, the CCTV footage is monitored. During periods outside of these hours, the CCTV footage is available to be immediately viewed upon a complaint being made.

#### DELIVERIES

Deliveries take place between 7am and 3pm via the on-site carpark. Deliveries will primarily be for the linen services which attends four times a week.

#### CAR PARKING

The Apartments have 16 residential car bays located behind a security gate and two visitor bays directly accessible from Harwood Place. Guests are encouraged to use these facilities.

The Operator advises guests in the Code of Conduct and verbally at check-in of the negative impact that inappropriate car parking can have on adjoining residents. Details are provided of the car parking restrictions applicable to the area in relation to parking vehicles on surrounding properties and within the streets, including instructions that parking on the verge is not permitted.

#### REVIEW

This document shall be reviewed annually, with any changes submitted to the City of Vincent for review and approval.

Attachment A



## CODE OF CONDUCT

Dear Guest

Thank you for choosing Zappeion Apartments for your stay in Perth.

To ensure the comfort and enjoyment of all guests, we have developed this Code of Conduct which will govern the terms and conditions of your stay. By signing this document, you agree to be bound by its terms and conditions.

1. Please respect our residential neighbours by keeping noise to a minimum, particularly during the hours of 10pm and 8am. In the event of ongoing noise complaints or disturbances, you may be evicted from the premises.
2. We have a strictly **No Smoking** policy throughout all our facilities, and smoking will not be tolerated.
3. The maximum number of registered overnight guests permitted in an apartment is six people for a two bedroom apartments, and four people for a one bedroom apartment. These guests must be registered at check-in.
4. Any and all visitors must vacate the premises by 10pm, and only registered overnight guests are permitted after this time. No parties or gatherings will be tolerated.
5. Guests will be immediately evicted in the event that management considers that property is being or will be damaged, misused, or used in an unsafe way.
6. No refunds will be given in the event of eviction.
7. You are responsible for the behaviour of the registered overnight guests related to your booking, and any visitors you may have during your stay. Management reserves the rights to deduct up to \$1000 AUD from your credit card for any damages caused to the premises during your stay, including any stained towels, linens and carpets.
8. All keys and remotes must be returned upon check-out. Failure to do so results in a charge of \$150 AUD per key, and \$50 AUD per remote.
9. The local government has strict controls in place in respect of street parking. No street parking is permitted on Harwood Place. Parking on the verge is also prohibited.

We thank you in advance for your cooperation, and trust you will enjoy your stay.

Name on card: \_\_\_\_\_

Card number: \_\_\_\_\_

Expiry: \_\_\_\_\_ CCV: \_\_\_\_\_

Guest signature: \_\_\_\_\_ Date: \_\_\_\_\_

Attachment B



Dear Resident

The Zappeion Apartments are located at 17 Harwood Place, Perth. We are an Apartment Hotel, that caters largely to the corporate market, and to families who are looking for self-contained accommodation.

We do our best to maintain the amenity of our neighbourhood by requiring prospective guests to agree to a Code of Conduct which impose sanctions for any unacceptable noise, disturbance or anti-social behaviour. Zappeion Apartments are kept under surveillance through a CCTV system that is managed by our sister accommodation, the Attika Hotel, and through regular after hour security patrols.

Despite our best intentions however, you as immediate neighbours may on occasions have cause for concern. Keeping the lines of communication open is important so that any concerns can be actioned in a timely and appropriate manner.

In line with the Management Plan approved by the City of Vincent, we have developed the attached complaints management procedure which you can follow in the event of an unacceptable disturbance.

Yours faithfully

**Irene Limnios**

Managing Director  
Limnios Property Group



## Attachment B



Telephone 6164 7641	
<p>You will be asked for your address, the nature of the disturbance and the location of the disturbance if that can be ascertained. You will also be asked for a contact number so that management can follow up with you once the complaint is investigated.</p> <p>If your complaint is made late at night, please ensure you remove the 'do not disturb' setting on your telephone if you would like to know once your complaint is investigated.</p>	
Process for Level 1 Disturbances	Process for Level 2 Disturbances
Level 1 Disturbances include unacceptably loud music or voices.	Level 2 Disturbances include parties or fights
<ol style="list-style-type: none"> <li>1 If the apartment in question can be identified, the Attika Hotel Manager will call the apartment to confirm their obligations under the Code of Conduct.</li> <li>2 If a second telephone complaint is received (or where it was not possible to call the apartment in question in step 1), the Manager or the contracted security firm will attend the premises and require the guests to cease any noisy activity.</li> <li>3 The Manager or contracted security firm will stay onsite for one hour following the warning.</li> <li>4 If requested, the Manager or contracted security firm will make contact with the complainant to advise of the outcome.</li> <li>5 In the event that a further complaint is made and verified, the guests will be evicted in accordance with the Code of Conduct.</li> </ol>	<ol style="list-style-type: none"> <li>1 The Attika Hotel Manager or the contracted security firm will attend the premises within 30 minutes of the complaint to establish if the complaint is valid.</li> <li>2 If the complaint is properly characterised as a Level 1 Disturbance, the process will be as for a Level 1 Disturbance.</li> <li>3 If the complaint is verified as a Level 2 disturbance, the guests will be evicted in accordance with the Code of Conduct.</li> </ol>
<p><b>In the event of an emergency, or any serious safety concerns, please call the Police immediately</b></p> <p>Perth Police Station..... 08 9422 7111</p> <p>For non emergency assistance ..... 131 444</p> <p>For emergency and life threatening situations .....000</p>	



## SERVICING STRATEGY

The following Servicing Strategy has been prepared pursuant to City of Vincent Planning and Building Policy 7.4.5 – Temporary Accommodation clause 2.5.2 for the Zappeion Apartments at 17 Harwood Place, Perth (**Apartments**).

### OPENING HOURS

Guests initially check in to the Apartments offsite at the Attika Hotel reception, which is managed by the same operator (**Operator**) and is 500m away.

The Attika Hotel reception is open from 7am to 9am Monday to Friday, and 9am to 5pm of weekends and public holidays.

### RESERVATIONS

Reservations are taken online via various booking agencies, and over the phone.

### COMPLAINTS STRATEGY

The Operator has developed a complaints management strategy, as outlined in its Management Plan developed pursuant to clause 2.1.3 of City of Vincent Planning and Building Policy 7.4.5 – Temporary Accommodation.

### SERVICING

An in-house house-keeping team will clean apartments and change linen on a schedule that is dictated by check ins/outs. Each apartment has its own washing machine and dryer that enables clients to undertake washing when required. The Apartments also offer an external laundry and dry-cleaning service which is easily organised through reception.

Deliveries will take place between 7am and 3pm and will be delivered via the Harwood Place on-site carpark. Primarily, the most frequent delivery will be linen which is anticipated to attend Harwood Place four times a week, using a small vehicle that has a remote access control to the car park.

## Appeal Apartments - Complaint Register

Date	Time	Complainant Name	Complainant Address and Contact	Nature of complaint	Investigations Undertaken	Action Taken	Response to Complainant
11/12/16	3:42:00 AM	Charles	Harwood Place	Guests were playing music on their balcony.		Security called to attend site, current T&C's were implemented to ensure noise was kept to a minimum during unsociable hours.	
16/12/16	11:51:00 PM	Charles	Harwood Place	Guests from level two were outside talking	Security called to attend site.		
17/12/16	2:40:00 AM	Charles	Harwood Place	Guests from level two were outside talking	Security called to attend site.		
17/12/16	6:38:00 AM	Charles	Harwood Place	Guests has just turned their music on on balcony.	Security called to attend site.	We also received one complaint from an in house guest. The guests from the offending apartment were evicted & received no refund as per signed T&C's.	
No noise complaints received for 10 months							
12/10/17	10:38:00 AM			Police were called regarding the tenants in Apt 1.	Advised Police that Apt 1 was vacant, and was not often rented because of its ground floor location.		
14/10/17	8:00:00 PM	Resident	Harwood Place	Guests in Apt 16 were listening to music on balcony.		Called to issue noise complaint warning inline with management plan. No further issues reported.	
23/11/17		Alison	Harwood Place	Guests making noise on their balcony	Security called to attend.		
2/12/17	2:00:00 PM	Alison	18 Harwood Place	Guests on balcony talking & drinking beer.		No further action taken as guests were not found to be in breach of any T&C's nor was the level of noise being made inappropriate. They left the property around 6pm to attend a concert.	
2/12/17	11:00:00 PM	Alison	18 Harwood Place	People talking outside on the street who had come from the end of the street & were now near our property.	Checked cameras & confirmed there was no one immediately outside our property.	No further action taken as they were not at our property nor where they our guests.	
19/01/18	10:00:00 PM	Alison	18 Harwood Place	People on the balcony talking & listening to music.	Security called to attend.	Guests moved off balcony at request of security.	
18/02/18	11:12:00 PM		Carr Street	Guests were talking on balcony.	Security called to attend. 11.25 PM security arrived onsite & advised noise was very minimal. No louder than conversational.	Security arrived at 11:25 PM and advised noise was very minimal, no louder than conversational. Security remained onsite for 30 minutes and confirmed all was still quiet.	Called neighbour back but no answer.
19/02/18	11:44:00 PM		Carr Street	Guests were listening to music on balcony.	Security called to attend. 12:08 AM security arrived onsite.	Guests issued first and final warning. Guests left property of own will.	
5/05/18	3:25:00 AM	Charles	Harwood Place	Guests were being noisy on balcony of apartment above car park.	Security called to attend. Security found no guests on balconies at our property however there were people walking in the street making noise & talking.		

Last updated 11/06/2018

## Lappeion Apartments - Complaint Register

Date	Time	Complainant Name	Complainant Address and Contact	Nature of complaint	Investigations Undertaken	Action Taken	Response to Complainant
11/05/18	8:50:00 PM			Guests were making noise on balcony.	Security called to attend.	Additional unregistered guests were ejected from the property.	
13/05/18				2 x phone calls to advise guests were making noise/ talking.	Security arrived & found no people on balconies. People on street level only.		
19/05/18	12:38:00 AM	Charles	Harwood Place	People were exiting the apartment & making noise on the street.	Security called to attend Apartment 4. There were approx 15-20 people in this apartment coming in & out & playing music. Complaint received from apartment above as well.	Instructed security to evict the guests, collect keys & move everyone on from the area.	Advised security were already onsite & would be moving these people on.

last updated 11/06/2018

**5.9 FURTHER REPORT: NO.16 (LOT: 30; D/P: 1962) HOWLETT STREET, NORTH PERTH - CHANGE OF USE FROM OFFICE TO UNLISTED USE (DOG DAY CARE)**










**TRIM Ref:** D18/93764

**Author:** Fiona Atkins, Urban Planner

**Authoriser:** Luke Gibson, A/Director Development Services

**Ward:** North

**Attachments:**

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Summary of Submissions and Officer Comments [↓](#) 
4. Attachment 4 - Summary of Submissions and Applicant Comments [↓](#) 
5. Attachment 5 - Waste Management Plan [↓](#) 
6. Attachment 6 - Acoustic Report [↓](#) 
7. Attachment 7 - Parking Management Plan [↓](#) 
8. Attachment 8 - Transport Impact Statement [↓](#) 
9. Attachment 9 - Revised Proposal and Acoustic Report (received 2 July 2018) [↓](#) 

#### RECOMMENDATION:

That Council, in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the development application for a Change of Use from Office to Unlisted Use (Dog Day Care) at No. 16 (Lot: 30; D/P: 1962) Howlett Street, North Perth for the following reasons:

1. The proposed use is inconsistent with the objectives of the Commercial zone in the City of Vincent Local Planning Scheme No. 2 as it will be detrimental to the amenity of the adjoining commercial properties and residential properties in the locality as a result of noise associated with the development; and
2. The proposed use does not meet the requirements of Clause 67(m) and (n) of the *Planning and Development (Local Planning Schemes) Regulations 2015* as it is considered incompatible with the surrounding commercial and residential uses.

#### PURPOSE OF REPORT:

To consider an application for development approval for a change of use from Office to Unlisted Use (Dog Day Care) at No. 16 Howlett Street, North Perth (subject site). The proposal was previously presented to Council on 26 June 2018, where it was deferred to allow the applicant further time to review the noise implications of the proposal.

#### PROPOSAL:

The application proposes a change of use from Office to Dog Day Care. The subject site has four parking bays and will offer day care services for up to 30 dogs, which will include day to day socialisation of dogs as well as grooming and behavioural training.

The existing office building on site will be used as a front office, grooming area and inside play area, and will also provide bathroom and kitchen facilities for the staff. The proposal does not involve any internal modifications to the building. The application includes a sign at the front of the property. From a noise mitigation perspective, the application has been modified to have only 10 dogs outside at any one time (as opposed to 15), an animal behaviourist monitoring the dogs that are outside and the provision of acoustic panels within the yard area and along the eastern boundary fence, as it abuts the existing funeral parlour site.

The proposed hours of operation are:

- Monday – Friday: 7:00am – 5:30pm

- Saturdays, Sundays and Public Holidays: Closed.

**BACKGROUND:**

<b>Landowner:</b>	Flyleads.com Pty Ltd
<b>Applicant:</b>	Amanda Deurloo and Lucinda Cunningham
<b>Date of Application:</b>	23 March 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Commercial
<b>Built Form Area:</b>	Mixed Use Area
<b>Existing Land Use:</b>	Office
<b>Proposed Use Class:</b>	Unlisted Use (Dog Day Care)
<b>Lot Area:</b>	637m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2). In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
<b>Land Use (only where required)</b>		✓
<b>Car Parking</b>		✓
<b>Bicycle Facilities</b>		✓

**Detailed Assessment**

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

Land Use	
Deemed-to-Comply Standard	Proposal
<b>Local Planning Scheme No. 2</b> “P” Use	Unlisted Use (Dog Day Care)
Car Parking	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.7.1 – Non-Residential Development Parking Requirements</b>  No deemed to comply standard – parking management plan required.	4 car bays – parking management plan provided.
Bicycle Parking	
Deemed-to-Comply Standard	Proposal
<b>Policy No. 7.7.1 – Non-Residential Development Parking Requirements</b>  No deemed to comply standard – parking management plan required.	6 bicycle bays – parking management plan provided.

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the Comments section below.



**CONSULTATION/ADVERTISING:**

The application was advertised for a period of 21 days in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, from 3 May 2018 to 23 May 2018. The method of consultation being a sign on site, a notice in the local newspaper and 232 letters mailed to all owners and occupiers as shown on **Attachment 1**, in accordance with the City's Policy No. 4.1.5 – Community Consultation.

A total of 25 submissions were received, of which 22 objected to the proposal and 3 supported the proposal. The main concerns raised by the submissions are as follows:

- The lack of car parking and concerns regarding the proposal increasing traffic congestion and parking;
- Concerns regarding increased noise;
- Concerns regarding odour; and
- The proposal having a negative impact on the amenity of the area.

The applicant has provided a response to the submissions and this is included as **Attachment 4**. A summary of submissions and the City's comments are provided in **Attachment 3**.

**Design Review Panel (DRP):**

Referred to DRP: No

**LEGAL/POLICY:**

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- *Environmental Protection (Noise) Regulations 1997*;
- City of Vincent Local Planning Scheme No. 2;
- Policy 2.2.11 – Waste Management;
- Policy No. 4.1.5 – Community Consultation; and
- Policy No. 7.7.1 – Non-Residential Development Parking Requirements.

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

Local Planning Scheme No. 2

LPS2 includes the following objectives for the Commercial zone:

- *To facilitate a wide range of compatible commercial uses that support sustainable economic development within the City.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including but not limited to solar passive design, energy efficiency and water conservation.*
- *To maintain compatibility with the general streetscape, for all new buildings in terms of scale, height, style, materials, street alignment and design of facades.*
- *To ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality.*

In accordance with Clause 18(4) where a use class is not specifically referred to in the zoning table, the City is to:

- (a) *Determine that the use is consistent with the objectives of a particular zone and is therefore a use that may be permitted in the zone subject to conditions imposed by the local government; or*

- (b) *Determine that the use may be consistent with the objectives of a particular zone and give notice under clause 64 of the deemed provisions before considering an application for development approval for the use of the land; or*
- (c) *Determine that the use is not consistent with the objectives of a particular zone and is therefore not permitted in the zone.*

**Delegation to Determine Applications:**

The matter is being referred to Council for determination as the City received more than five objections during the public consultation period.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

"Natural and Built Environment

- 1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

Land Use

The development proposes a day care centre for 30 dogs, with a maximum of four staff. Activities on site will include grooming, behavioural training and general day to day care of the dogs including playing, resting and feeding. The dogs will be distributed between the outside play area in the back yard, and the inside play area and rest room during the day. A maximum of 10 dogs will be in the back yard at any time, with the other 20 dogs kept inside during this time.

The subject site directly abuts a funeral parlour, and beyond this are residential homes and offices. A warehouse is immediately adjoining the site to the west, and beyond this is a Residential zone. There are residential properties three to twelve metres away from the subject site. The surrounding commercial area is well tenanted and relatively quiet, with limited traffic and noise produced by the existing uses. The nearby residential area is also a quiet area, and site observations indicated some residents of the properties were at home on a weekday.

An objective of LPS2 for the commercial zone is 'to ensure that development is not detrimental to the amenity of the adjoining owners or residential properties in the locality'. The addition of 30 dogs and four staff members within a relatively quiet commercial area in close proximity to residential dwellings would be out of character with the current development in the area, and have an adverse impact on its existing amenity.

The proposed use is considered incompatible with the surrounding commercial uses with an intensity far greater in comparison to the current uses surrounding the site. On this basis, the increased intensity of the use of the site is considered to be inconsistent with the objectives of the Commercial zone, and is therefore not supported.

### Car and Bicycle Parking

Car parking requirements on the site are required to be determined by the City on a site specific Parking Management Plan, in accordance with Policy No 7.1.1 – Non Residential Parking Requirements.

Four car bays are provided on site at the front of the building, as shown on the site plan. The parking management plan states that two bays will be reserved for staff parking and two will be reserved for customers. However the applicant has since revised this plan and advised that the four parking bays will be for the exclusive use of customers for drop off and pick up, with all staff required to commute by public transport or cycling, or find alternative off-site parking arrangements.

The proposal is for up to thirty dogs to be cared for in the facility at any one time, meaning up to thirty drop offs and pick-ups could occur each day, with no staggered drop off or pick up times proposed. The parking management plan includes the use of 13 on-street car bays located on Howlett Street. These car bays have a time limit of one hour parking from 8:00am – 5:30pm, Monday to Friday.

The parking management plan includes six bicycle bays for the exclusive use of the business. These bicycle bays will be located under cover on the building's porch area. As per the requirements of Policy No. 7.7.1, end of trip facilities are provided in the existing building in a bathroom that includes a shower and wash basin. The bicycle facilities are considered to be adequate, in that it will cater for all four staff members.

The subject site is located 150 metres from Charles Street and 200 metres from Scarborough Beach Road. However as dogs cannot be transported via public buses, public transport cannot be reasonably considered to alleviate the customer parking requirements on site.

A number of the submissions from the community consultation have noted traffic congestion and parking as an issue in the area. The proposed use of the site will see 30 customers visiting the site twice a day to drop off and pick up their dogs; increasing the intensity of traffic coming to and from the subject site at peak hour times of the morning and early evening.

Measures such as staggering drop off and pick up times for the dog owners, could be implemented to potentially decrease parking and traffic congestion, however in its current form the parking management plan provides no certainty that the nature of the business will not result in traffic congestion or illegal parking.

### Waste Management Plan

The applicant provided a Waste Management Plan to demonstrate how they would manage dog faeces removal at the site. The management plan states that the applicant will be contracting Cleartech Waste Management for the dog faeces removal. The faeces would be collected on Tuesday and Friday, so as not to coincide with the waste and recycling collection that occurs on Wednesday.

The applicant is intending to immediately collect all faeces from the yard during the day using a plastic bag and store the faeces in bins. At the end of the day, the faeces will be moved into a large freezer, which will be used as a storage receptacle until the collection days. The freezing is intended to decrease any odour or disease that may otherwise be generated by the proposed amount of waste.

The applicant has provided a list of their hygiene and cleaning standards and requirements to ensure that odour is controlled and pests effectively managed.

It is considered that the Waste Management Plan will satisfactorily mitigate the potential for odour from the proposed business.

### Noise

On 26 June 2018, Council resolved to defer determination of the application to allow the applicant further time to review the noise implications of the proposal and potentially demonstrate that the proposal can achieve compliance with the *Environmental Protection (Noise) Regulations 1997s*. In response, Administration requested that the applicant provide an updated acoustic report in line with the LA<sub>10</sub> noise requirements of the Noise Regulations (which is the measurement for the level of noise that is acceptable 10 percent of the time). The applicant provided a subsequent acoustic report on 2 July 2018 that demonstrates that the proposal is capable of achieving compliance with LA<sub>1</sub> noise levels Regulations (which is the measurement for the level of noise that is acceptable 1 percent of the time), but did not address the LA<sub>10</sub> noise levels, as requested.

The report analyses two potential scenarios against the LA<sub>1</sub> standards. Both proposed scenarios involve the following:

- three split system air conditioning units operating
- a dog is being trimmed by an electric trimmer in the grooming area
- another dog being washed in the wash basin
- All windows and doors of the house are proposed to be fully closed.
- 20 dogs play inside the house while 10 dogs play outdoor in the back yard
- the 10 dogs playing in the backyard are assumed to bark simultaneously
- the provision of 2.1m high modular acoustic panel walls to separate the three areas in the backyard

The difference between the two scenarios are as follows:

1. Scenario 1 involves the provision of the above acoustic panels to the inner surface of the existing 1.85 metres high eastern backyard fence.
2. Scenario 2 involves the provision of a new 2.5 metre high fence along the eastern backyard boundary, including the provision of the above acoustic panels to the inner surface of the new 2.5 metres high fence. This scenario reflects the current application, however, it must be noted that this scenario involves the provision of an over height fence that will require the consent of the abutting landowner.

In both scenarios, compliance with LA1 can be achieved, and therefore, if the LA1 methodology is accepted, the issue of the consent under the Local Law is irrelevant.

It is acknowledged that estimating the frequency of dogs barking is not an exact science, however, in considering the issue, the following is relevant:

- The dog day care is proposed to operate from 7:00am to 5:30pm each day, equating to 630 minutes per day.
- If an assessment against LA1 is to be accepted as accurate, it means that it is reasonable that the dogs will only make noise greater than the acceptable levels for up to six minutes per day.
- If an assessment against LA10 is to be accepted as accurate, it means that it is reasonable that the dogs will only make noise greater than the acceptable levels for up to 63 minutes per day.

Administration favours a cautious approach to the potential noise impacts of the proposed land use, and therefore considers the LA10 requirements more appropriate in this instance.

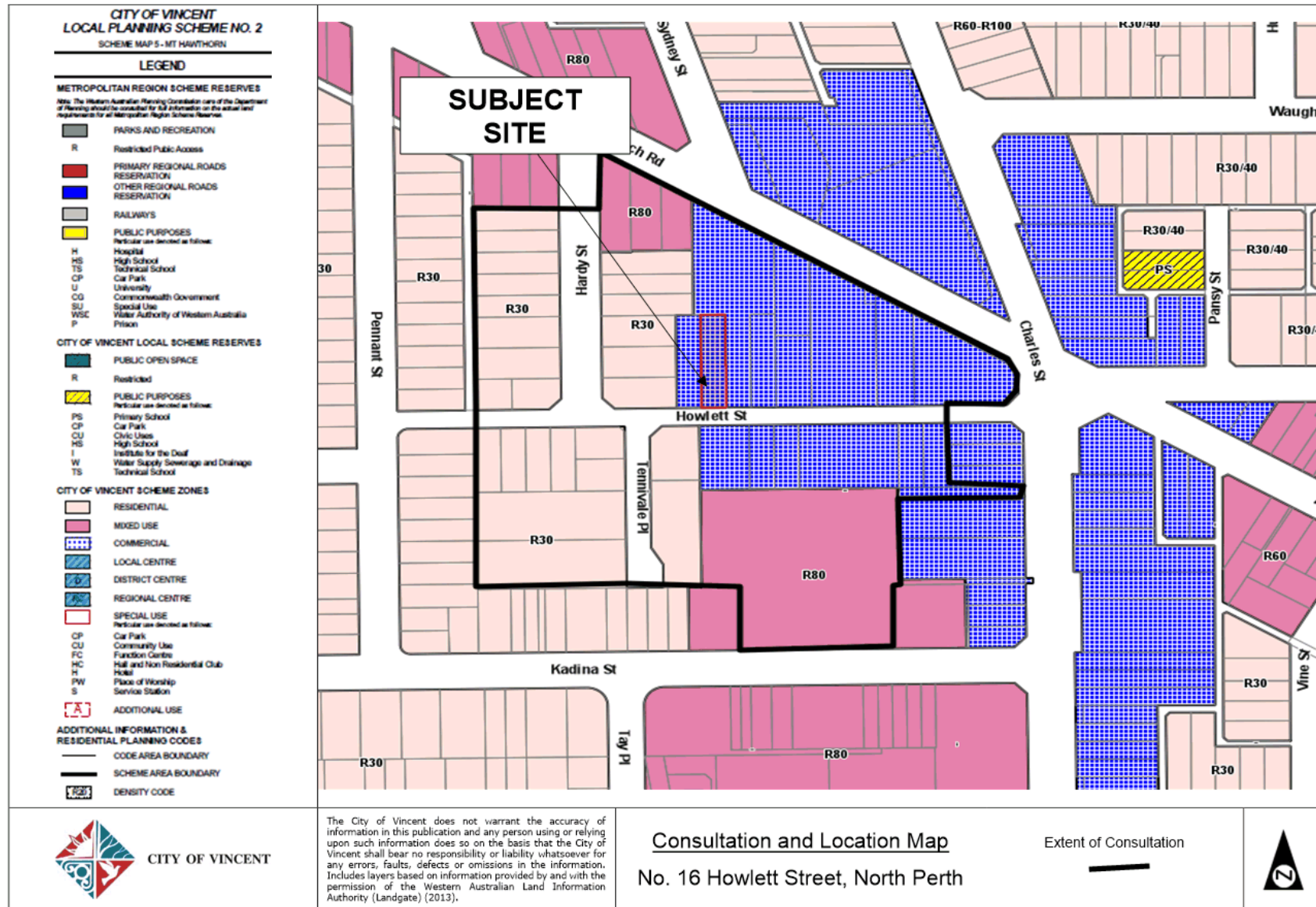
Ultimately, the development is proposed on the fringe of a commercial zone in close proximity to a residential area both of which is generally quiet in nature. The surrounding commercial uses cannot be considered as high noise emitting uses. It is considered that the noise associated with the development will be detrimental to the surrounding residential properties and commercial uses (particularly the abutting funeral parlour) and is therefore contrary to the objectives of the 'Commercial' zone.

### Conclusion

Council is required to exercise its discretion regards this development application for an Unlisted Use (Dog Day Care). The proposed land use is considered to be inappropriate for the proposed locality, due to its potential impact on the amenity of the surrounding area, by way of intensity, noise and traffic.

The evidence provided by the applicant does not provide certainty regarding their capacity to control the potential impact that 30 dogs in a confined area may have on the surrounding residential properties and commercial area.

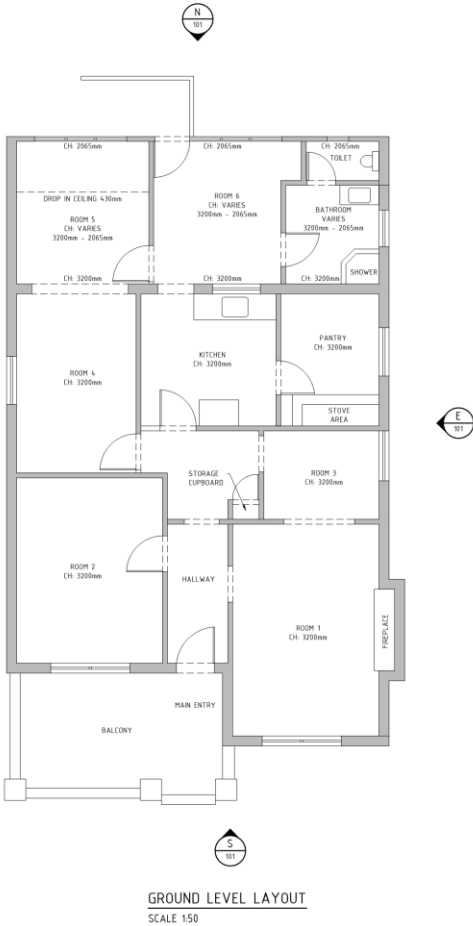
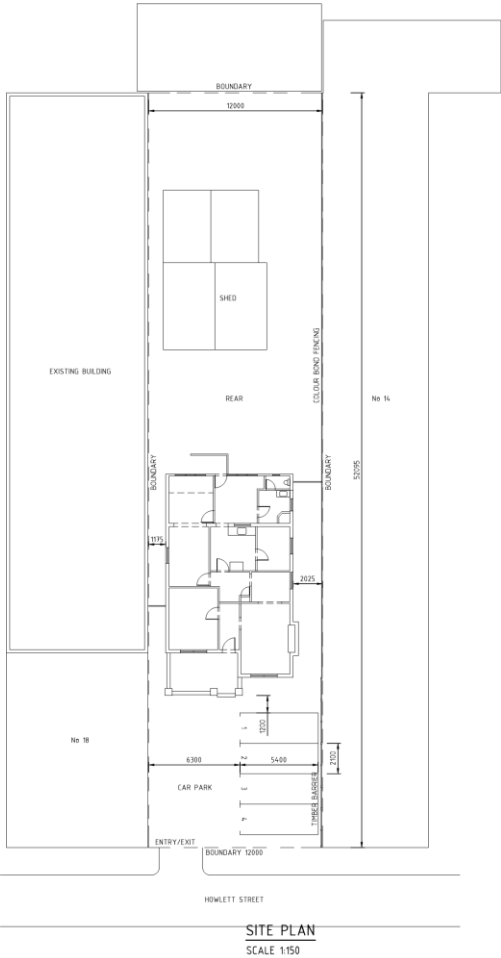
It is therefore considered that the proposed use at the subject site is inconsistent with the objectives of the Commercial zone under LPS2, and the relevant sections of Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. As such, it is recommended that the application is refused.







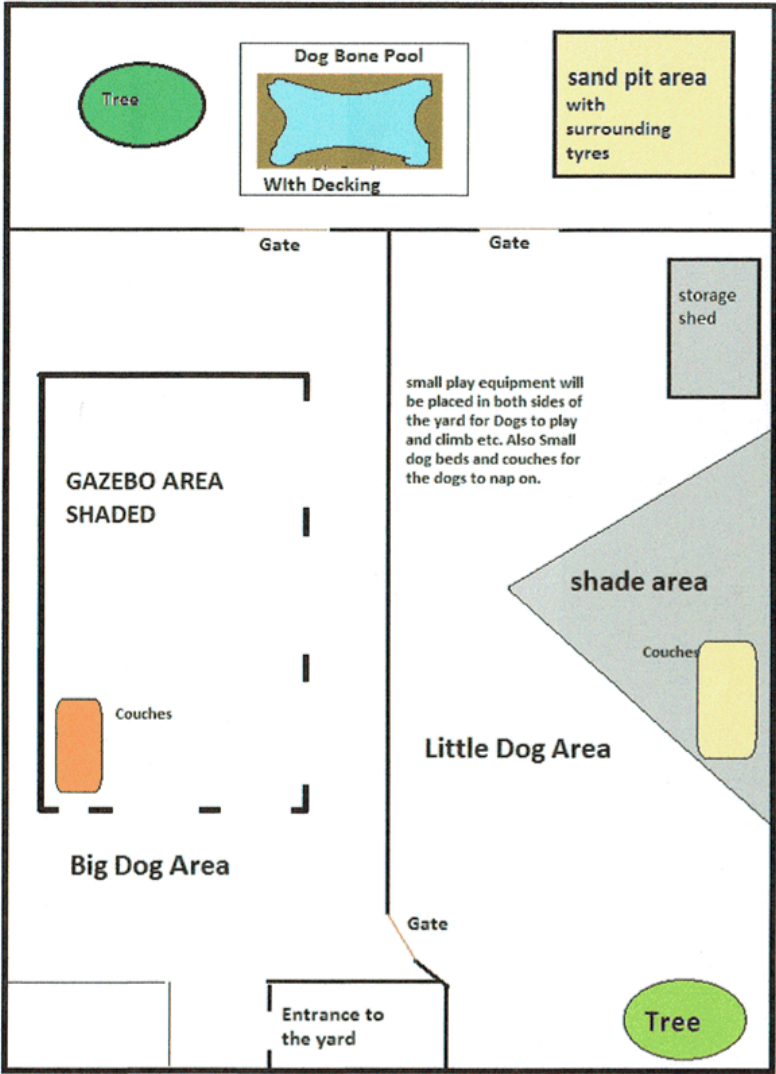


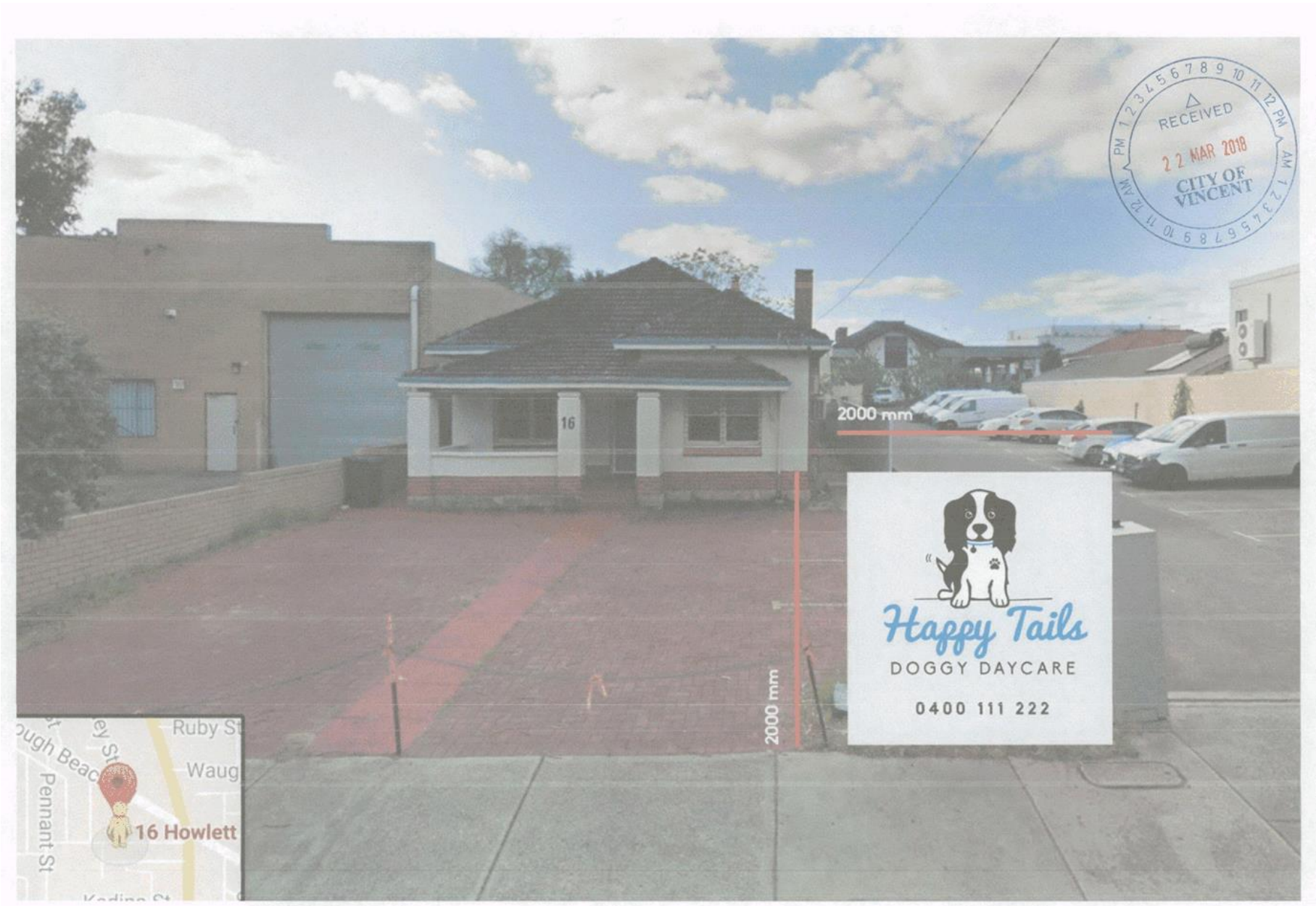


- NOTES
- 1. ALL DIMENSIONS ARE IN MILLIMETERS UNLESS NOTED OTHERWISE.
  - 2. ALL LEVELS ARE IN METERS UNLESS NOTED OTHERWISE.
  - 3. ALL DIMENSIONS SHALL BE VERIFIED ON SITE BEFORE PROCEEDING WITH THE WORK.
  - 4. INNOCAD & CO. CANNOT ACCEPT ANY RESPONSIBILITY FOR ANY USE OF OR RELIANCE ON THE CONTENTS OF THIS DOCUMENT BY ANY THIRD PARTY.
  - 5. ALL DIMENSIONS SHOWN REPRESENT MINIMUM CLEAR WIDTH REQUIRED BETWEEN INTERNAL FACE OF FINISHES UNLESS OTHERWISE INDICATED.

GENERAL NOTES: CONTRACTOR TO CHECK ALL DIMENSIONS ON SITE. REFER ANY DISCREPANCIES TO INNOCAD & CO. FOR A DECISION, PRIOR TO COMMENCING ANY WORK OR PREPARING ANY SHOP DRAWINGS.			
			
Innocad & Co. Perth, Australia w. <a href="http://www.innocad.com.au">www.innocad.com.au</a> e. <a href="mailto:steve@innocad.com.au">steve@innocad.com.au</a> ABN: 82605515056			
CLIENT: LUCINDA			
PROJECT: 16 HOWLETT STREET NORTH PERTH, 6006			
DRAWING TITLE: SITE PLAN & GROUND LEVEL LAYOUT			
DRAWN:	SC	APPROVED:	-
DESIGN:	-	DATE:	MAR 18
CHECKED:		SCALE:	1:25 @ A1
PROJECT NUMBER:	18-003	REV	
DRAWING NUMBER:	100	A	







**Summary of Submissions:**

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

Comments Received in Objection:	Officer's Comments:
<p><u>Noise</u></p> <ul style="list-style-type: none"> <li>The number of dogs is inappropriate, too many dogs in a small lot will create a lot of noise.</li> <li>Other neighbourhood dogs will be disturbed and provoked into barking.</li> <li>What noise mitigation can realistically be expected from the 5m high boundary wall in an open yard?</li> <li>Behaviour training is to be provided on site, and as prolonged barking is a main reason that owners seek training, excessive barking is likely.</li> <li>Residents studying and working from home during the day time hours will be impacted by the dog's noise.</li> <li>Nightshift workers and young children sleeping during the day time hours will be impacted by the dog's noise.</li> <li>How will 2-4 staff members control all 30 dogs from barking more than 1-2 times.</li> </ul>	<p>The applicant submitted an acoustic report as part of the development application which indicated the use is unable to achieve compliance with the Noise Regulations unless the local background noise is closer in volume to the predicted dog barking noise. The report suggests a noise management plan could implement strategies to prevent group dog barking scenarios which may assist in aligning the levels more closely. Administration considers the impact of dogs barking will be detrimental the amenity of the surrounding area and therefore the proposal does not satisfy the objectives of the 'Commercial'</p>
<p><u>Parking</u></p> <ul style="list-style-type: none"> <li>How will 30 dogs being dropped off in a high frequency, high volume traffic area be managed in one and a half hour blocks during peak hour times so this does not impact traffic.</li> <li>The area is already extremely congested; there are not enough parking on site to prevent further congestion of the street from staff and customer parking.</li> </ul>	<p>The applicant's parking management plans proposes to provide four on-site parking bays. Measures such as staggering drop off and pick up times for the dog owners, could be implemented to decrease potential parking and traffic congestion. However in its current form the parking management plan provides no certainty that the nature of the business will not result in traffic congestion or illegal parking resulting from the increased intensity of traffic due to a limited number of designated parking spaces available for a business that experiences high volumes of traffic within short time periods.</p> <p>A revised parking management plan should be provided to include staggered drop off and pick up times to ensure the development does not result in parking or traffic congestion during peak periods.</p>
<p><u>Odour</u></p> <p>Odour from 30 dogs in such close proximity to residential homes will be extreme.</p>	<p>The applicant has provided a Waste Management Plan to demonstrate how they propose to manage the dog faeces produced by up to thirty dogs per day, and also how they will manage the cleanliness of the site. The City's is satisfied that the Waste Management Plan will effectively manage the odour on site.</p>

**Summary of Submissions:**

Comments Received in Objection:	Officer's Comments:
<p><u>Hours of Operation</u></p> <p>How can the business guarantee they will only run during the proposed hours when they rely on full time workers to pick up and drop off their dogs on time, through peak hour traffic?</p>	<p>The proposed dog day care will have standard business hours. If a dog has not been picked up by 5:30pm, the applicant has confirmed that the dog will be kept inside the property and a staff member will wait with the dog until its owner has collected it from the premises.</p> <p>In any event, if the proposal is approved, it would be subject to a condition limiting the hours of operation.</p>
<p><u>Safety concerns</u></p> <ul style="list-style-type: none"> <li>• What if a dog escapes and becomes aggressive, or runs into the high volume traffic on surrounding streets.</li> <li>• Neighbouring residents are allergic to dogs and concerned that the volume of dogs will cause health issues.</li> </ul>	<p>There are dogs kept throughout residential areas that could escape or cause allergic reactions at any point in time. The Dog Day Care has multiple safety doors and gates to ensure that dogs Will not escape.</p>
<p><u>Character and amenity</u></p> <ul style="list-style-type: none"> <li>• There are residential homes located 3m – 12m from the subject site which will be heavily impacted by odour and noise.</li> <li>• The proposed use is inappropriate for medium to high density inner city living.</li> <li>• The use is not in keeping with the character of the area and is likely to have a negative impact on the amenity of the area.</li> <li>• The use will detract, rather than enhance, the amenity of the area</li> <li>• This site is approved for an office – how will this dog day care only have the same impact on the amenity of the area as an office?</li> <li>• The proposed site is next to a funeral home where people come for bereavement, and shouldn't be disturbed by animals making noise.</li> <li>• Dog day care's belong in industrial areas, not abutting residential areas.</li> </ul>	<p>The subject site is located within a Commercial zone, and in close proximity to Residential properties. LPS2 requires that the Commercial zone 'facilitates a wide range of compatible commercial uses'. The Dog Day Care is not considered to be compatible with the surrounding Commercial uses, which include a Funeral Parlour, Offices, Warehouses and Eating Houses. The business involves the keeping of 30 dogs there from Monday to Friday, and there are no other animal establishment style businesses in the surrounding areas.</p> <p>Further to this, the definition of Commercial zone also requires that development in the zone should be controlled to 'ensure that development is not detrimental to the amenity of adjoining owners or residential properties in the locality'. The proposed use is considered to have an impact on the adjoining properties, particularly in regards to levels of noise and odour.</p> <p>In light of this, the proposed use is not considered to be in keeping with the existing character and amenity of the area.</p>

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



**Summary of Submissions:**

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

Comments Received in Objection:	Applicants Comments:
<p>Issue: Noise</p> <ul style="list-style-type: none"> <li>- The number of dogs is inappropriate, too many dogs in a small lot will create a lot of noise.</li> <li>- Other neighbourhood dogs will be disturbed and provoked into barking.</li> <li>- What noise mitigation can realistically be expected from the 5m high boundary wall in an open yard?</li> <li>- Behaviour training is to be provided on site, and as prolonged barking is a main reason that owners seek training, excessive barking is likely.</li> <li>- Residents studying and working from home during the day time hours will be impacted by the dog's noise.</li> <li>- Nightshift workers and young children sleeping during the day time hours will be impacted by the dog's noise.</li> <li>- How will 2-4 staff members control all 30 dogs from barking more than 1-2 times.</li> </ul>	<ul style="list-style-type: none"> <li>- Each individual dog will be required to undertake an orientation process. The owners will be required to fill out forms which ask questions in relation to their behaviour. If the dog is known to bark excessively, be aggressive to other dogs or human or is highly anxious, then they will not be accepted.</li> <li>- Dogs coming for day care are not coming for barking reasons, they are coming to be socialised, entertained and stimulated. 90% of dogs' bark because they are bored or suffer with separation anxiety from their owners leaving them at home.</li> <li>- No dogs will be left outside to bark unsupervised. There will always be 2-3 staff and behaviourists on site.</li> <li>- Not all 30 dogs will be in the backyard at one time, 15 dogs will be inside for rest and indoor activities and 15 outside for stimulation and play, this will be on a rotation system. Windows and doors will be closed.</li> <li>- If a dog seems distressed or is not coping with the dog day care environment, the owner will be called and the dog asked to leave, as mentioned previously this is likely to be avoided due to our extensive orientation process</li> <li>- Based on my certification, it is unrealistic that more than 5 dogs will bark at one time and very unlikely that all 30 will bark at once due to the measures taken in our above points</li> <li>- According to the acoustic engineer who has assessed the property and other day cares around Perth, the 5m high brick wall makes a large difference to the noise generated</li> <li>- There are no residential backyards that back onto the outdoor area of the site with the 5m brick wall and another property in between the closest home.</li> <li>- If required we will look into options of raising the fence height on the right side and installing acoustic wall panels on the right side of the property.</li> </ul>
<p>Issue: Parking</p> <ul style="list-style-type: none"> <li>- How will 30 dogs being dropped off in a high frequency, high volume traffic area be managed in one and a half hour blocks during peak hour times so this does not impact traffic.</li> <li>- The area is already extremely congested; there are not enough parking on site to prevent further congestion of the street from staff and customer parking.</li> </ul>	<ul style="list-style-type: none"> <li>- A traffic impact report has been prepared which addresses the parking and traffic area. This report was based on 45 dogs, which has now been reduced to 30 dogs</li> <li>- Majority of the dogs will be dropped off prior to the opening of the surrounding businesses</li> <li>- Drop off times will be from 2-5 minutes so unlikely to cause a traffic build up</li> <li>- There are multiple parking bays in surrounding streets, no staff will be parking on site.</li> </ul>

**Summary of Submissions:**

Comments Received in Objection:	Applicants Comments:
<p>Issue: Odour</p> <ul style="list-style-type: none"> <li>- Odour from 30 dogs in such close proximity to residential homes will be extreme.</li> </ul>	<ul style="list-style-type: none"> <li>- Odour will be managed by a comprehensive waste management plan involving freezing of the dog faeces as soon as it happens and daily disinfectant and deodorisation procedures.</li> <li>- This would be more hygienic than a backyard with one dog and multiple droppings</li> </ul>
<p>Issue: Hours of Operation</p> <ul style="list-style-type: none"> <li>- How can the business guarantee they will only run during the proposed hours when they rely on full time workers to pick up and drop off their dogs on time, through peak hour traffic?</li> </ul>	<ul style="list-style-type: none"> <li>- As the same situation as a child care facility, owners are responsible for picking up their dogs on time.</li> <li>- If the case arises that a dog is not picked up on time, they will be kept inside with the manager.</li> <li>- When numbers permit, we are looking at getting a vehicle that assists with drop off of dogs which will ensure all dogs have vacated the premises by 5:30pm.</li> </ul>
<p>Issue: Safety concerns</p> <ul style="list-style-type: none"> <li>- What if a dog escapes and becomes aggressive, or runs into the high volume traffic on surrounding streets.</li> <li>- Neighbouring residents are allergic to dogs and concerned that the volume of dogs will cause health issues.</li> </ul>	<ul style="list-style-type: none"> <li>- There will be secure gates on both sides, all gates will be doubled gated with self closing locks.</li> <li>- The entrance will have front door plus another gate behind which is kept shut at all times.</li> <li>- We will not be accepting aggressive dogs so this will not be an issue</li> <li>- All dogs are vaccinated and flea and wormed prior to attending day care which owners must provide evidence of.</li> <li>- Allergies to dogs occur when a person is in close proximity to the animal eg in the same room or when the dog is touched.</li> </ul>
<p>Issue: Character and amenity</p> <ul style="list-style-type: none"> <li>- There are residential homes located 3m - 12m from the subject site which will be heavily impacted by odour and noise.</li> <li>- The proposed use is inappropriate for medium to high density inner city living.</li> <li>- The use is not in keeping with the character of the area and is likely to have a negative impact on the amenity of the area.</li> <li>- The use will detract, rather than enhance, the amenity of the area</li> <li>- This site is approved for an office - how will this dog day care only have the same impact on the amenity of the area as an office?</li> <li>- The proposed site is next to a funeral home where people come for bereavement, and shouldn't be disturbed by animals making noise.</li> <li>- Dog day care's belong in industrial areas, not abutting residential areas</li> </ul>	<ul style="list-style-type: none"> <li>- There are no residential homes backyards that back onto the property and a large 5m brick wall and warehouse separates the resident's backyard from Howlett St.</li> <li>- There has been a café open close by that is dog friendly. Society is moving towards more dog friendly areas, as dogs promotes health and well being to the community. We want to allow pet owners to benefit from the opportunity of owning a dog and having the flexibility of knowing their dog is cared for whilst they are at work.</li> <li>- Many apartments and smaller townhouses nearby that have dogs who may bark during the day due to boredom and lack of stimulation</li> <li>- We intend to have a good relationship with the funeral home and we will work with them to eliminate any concerns which will affect their clients</li> <li>- There is currently a homeless man sleeping on the porch whom the funeral home staff have expressed creates odour by urinating all over the property and chronically litters the side area with coffee cups and fast food packaging. Several staff from the home are supportive of our application due to this reason.</li> <li>- Many Dog Day Care centres around Perth which are in close proximity to residential areas and are commercially zoned the same as Howlett street which have had approval. E.g. K9 Collective in Bayswater, Paws n Play in East Perth and Le Petite in South Perth.</li> </ul>

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

WASTE MANAGEMENT PLAN  
16 HOWLETT STREET NORTH PERTH  
HAPPY TAILS DOG DAY CARE

### **Introduction**

Happy Tails Dog Day Care is a Dog Day Care facility proposed to base at 16 Howlett Street, North Perth where dogs will have the opportunity to socialise, learn behavioural skills and play in a safe and supported environment.

16 Howlett Street, North Perth resides in the City of Vincent and is zoned a commercial zone. The premises will be used for a private single use dwelling. The nature of the business is to care and entertain up to 30 dogs per day with grooming as an option.

The development is a total of 637sqm including a house/office (120sqm), front car park and back yard area which houses a large shed.

Happy Tails Dog Day Care PTY LTD is owned by Miss Amanda Deurloo and Mrs Lucinda Cunningham. It will be managed five days per week by Miss A. Deurloo. One-two more animal assistants will be onsite. Ms Lucinda Cunningham will be involved in the management and administrative component of the business.

On Thursday 29<sup>th</sup> March, I contacted Sally-Anne from the City of Vincent. She was going to let Happy Tails know exactly what was needed in regards to the correct management of dog waste. However, as this type of development is an unlisted use for a development application at the City of Vincent, Sally-Anne is in the process of researching more and will contact us in regards to this.

In the Meantime, we have contacted another Dog Day Care in the City of Stirling and they have informed us that they hire a special waste bin for the Dog waste which is collected twice a week to eliminate odour build up.

### **Waste Generation**

Waste Generation has been formulated based on an office building, as there are no other suitable comparisons (Appendix 1 from the WALGA guidelines.) Using the total land size (including Front Car park area) the calculation is 10L/100Sqm/Day which equates to 63.7L per day for general waste and recycle bins. If we are to remove the parking space from the calculation, the land size including the house and backyard is approximately 450sqm, which equates to 45L of waste per day. There will not be this much waste generated as there will be a maximum of four employees and the rest dogs. We will have an extra bin supplied especially for the dog waste.

Waste Management Process:

1. 4 x two litre bins with lids will be placed around the backyard for dog faeces disposal. These bins will have large plastic bags inside.
2. When a dog defecates, this is picked up immediately by a staff member in a bag and placed in any of these four bins.
3. These bins are emptied at the end of the day in a large freezer located on the left-hand side of the premises. (see picture below of freezer). The freezer will be disinfected and washed out once a fortnight.
4. On the morning of rubbish removal from the front of the premises, the frozen faeces will be placed in the "special" dog bin which is collected twice weekly.
5. The four bins in the backyard will be disinfected at the end of each day and new rubbish bags placed inside.
6. Staff will maintain hand hygiene and wear gloves when handling bags and bins.



### Waste Management System – Bin Storage Area



This Picture shows the left side of the premises for access to the waste storage area.

Bins will be located behind the gate until the specific collection day where they will be taken to the front of the property the night before pickup.

The size of this area is approximately 4 sqm.

The proposed number of bins will be three.

One green general waste bin, one yellow recycling bin and one general waste bin for dog waste. The dog waste bin will be 120L in size.

The bins will be stored here as they are hidden from client's vision, they are against a 5m high brick wall, they can be assessed by staff from the back of the house (where dog waste will be removed from). They can be easily put on the verge through the gate access.

To ensure better practice waste management, the bin with the dog waste will be removed twice weekly. Each faeces will be individually bagged to prevent odour and to maintain hygiene and health safety. Staff will be educated on maintaining proper hand hygiene after handling the faeces. There will be minimal general waste and recycling as there is only likely to be that created by food from staff and some recycling from everyday supplies such as milk cartons etc.

#### Access

The bins can be accessed from the front and back of the property through the gate shown in the picture below. This gate will be locked at all other times except for the dog waste bin pick up.



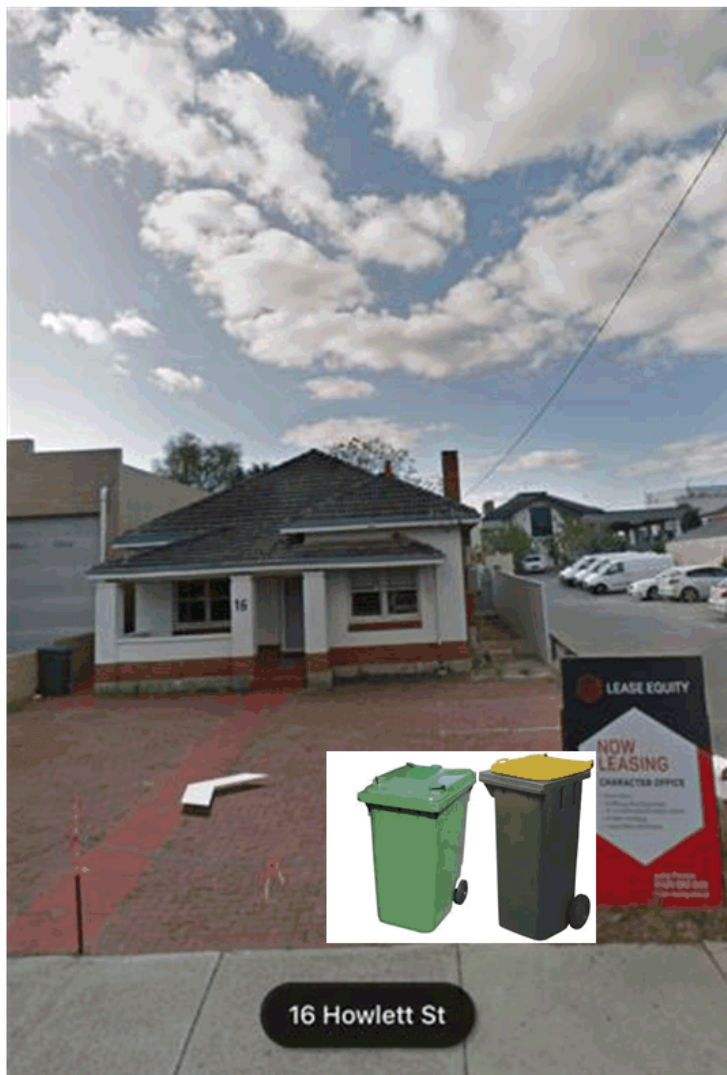
#### *Collection*

According to the City of Vincent's waste management, Howlett street is in Area 3, therefore the rubbish bin collection day will be on a Wednesday weekly. The Recycling bin will be collected fortnightly. The dog waste bin will be collected by ClearTech twice weekly on a Tuesday and Friday as to not coincide with the council collection days.

The bins will be collected from the front of the premises on the right side of the premises, away from the entrance (Please see diagram below).

The dog waste bin will be picked up from the same location twice weekly.





### *Education*

Each individual staff member will be educated on the waste management system upon commencement of their employment at "Happy Tails". One staff member will be responsible to putting the bins out at the end of the day and bringing them in the following day. A copy of the City of Vincent's waste management will be kept onsite for employees to familiarise themselves.

### *Auditing and Monitoring*

Manager, Ms Amanda Deurloo will be responsible for monitoring the waste at Happy Tails and ensuring bins are put out on the required days.

*Floor washing/drainage*

The outdoor play area will be pressure washed down at the end of each day and disinfectant applied once a week on a Friday. A sewer drain will be located on the right-hand side of the property near the fence. All water will be washed into this system. Below is a picture of the current sewer pipe which will be fixed to allow a drain at the back of the property once approval is obtained from the council.



***Hygiene, Cleaning and Disinfection Standards for Happy Tails***

- Inside and Outside dog areas must be cleaned at least once daily.
- All areas must be disinfected at least once weekly, noting that some disinfectants are dangerous and toxic to dogs and therefore we will use one that does not contain any coal or wool products.
- Outdoor couches/rugs/and bedding must be cleaned or changed at least once daily and disinfected at least once a week.
- Paths and exercise areas must be pressure washed and cleaned daily
- Faeces and waste materials must be disposed of in accordance with the requirements of the appropriate authority and placed in the freezer provided. Faeces must not be disposed of in sewer or septic systems.
- Disposable bedding, food containers and general waste from the facility/establishment/centre must be placed in a waste disposal device.
- Collection drains must be cleaned daily.
- Toys used in socialization and environmental enrichment must be washed in hot soapy water and disinfected **at** the end of every week.
- MSDS sheets for all chemical and industrial products used in the facility/establishment/centre must be prominently displayed throughout the facility/establishment/centre including feeding and storage areas.

**Pest Control:**

- Efforts must be made to effectively control pests including flies and rodents.
- Chemicals used for pest control must be registered with Australian Pesticides and Veterinary Medicines Authority for purpose and use only in accordance with the manufacturer's instructions.

**Guidelines**

- All animal waste products such as faeces, bedding and food waste should be disposed of promptly and hygienically and in accordance with the requirements of the City of Vincent.
- A trade waste service will be used for collection and disposal of wastes.
- Specialist advice will be sought before pest control operations are conducted to protect the health and safety of the staff and the animals kept.

Staff's health must be protected by the provision of or access to:

- induction upon commencing work in the facility/establishment/centre
- adequate hot and cold hand washing facilities
- hand disinfectant placed at various locations around the facility/establishment/centre
- immunization against tetanus
- provision of personal protective equipment e.g. disposable gloves.



**ACOUSTIC REPORT**  
**FOR**  
**HAPPY TAILS DOG DAYCARE**  
**PTY LTD**

**16 HOWLETT ST**  
**NORTH PERTH WA 6006**

**16 May 2018**

**AES-170023-R01-0-16052018**

**Acoustic Engineering Solutions**  
[www.acousticengsolutions.com.au](http://www.acousticengsolutions.com.au)

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## DOCUMENT CONTROL

### Environmental Noise Impact Assessment

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**Revision:** 0

**Date:** 16 May 2018

**Doc NO:** AES-170023-R01-0-16052018

Acoustic Engineering Solutions

ABN: 64 451 362 914

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Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## EXECUTIVE SUMMARY

Acoustic Engineering Solutions (AES) has been commissioned by Happy Tails Dog Daycare Pty Ltd (HTDD) to prepare an acoustic report as a supporting document for the application of converting a premise into a Dog Daycare Centre (DDC). The DDC is proposed to accommodate up to 30 dogs, and open from 7:00am to 5:30pm for Mondays to Fridays excluding public holidays. This report presents an environmental noise assessment of the proposed DDC operations. The aim of this assessment is to determine whether or not the proposed DDC operations would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

An acoustic model has been created and three extreme worst-case scenarios have been modelled:

- Scenario 1: 15 (half) of dogs play inside the DDC house while another 15 (half) of dogs play in the backyard and bark simultaneously.
- Scenario 2: Scenario 1 with installing modular acoustic panels along (inside) the existing eastern backyard fence. Those modular acoustic panels will provide absorption coefficient of 0.8 to the inner surface (face to the backyard) of the existing eastern backyard fence.
- Scenario 3: Scenario 1 with increasing the existing eastern backyard fence to 2.5m.

The assumption of all 15 dogs in the backyard barking simultaneously rarely happens, especially at a dogcare centre where dogs are cared by experienced staffs. The above scenarios are expected to happen in much less than 10% of the DDC open hours.

For the above scenarios, the following sources are assumed:

- Three split air-conditioning units are operating; and
- In the grooming area inside DDC house, a dog is being trimmed by an electric trimmer and another dog is being washed in a basin.

Six neighbouring premises have been selected for the detailed assessment. Noise levels have been predicted for worst-case meteorological conditions. Dog barking noise is expected to exhibit tonality and impulsiveness, the predicted worst-case noise levels have been adjusted by adding 15 dB according to the Regulations. Then the adjusted noise levels have been assessed against the assigned noise levels  $L_{A1}$  set by the Regulations at all of the receiver locations for both scenarios. The compliance assessment concludes that with the increase of existing eastern backyard fence to 2.5m (scenario 3) compliance is achieved at the selected receiver locations and at the neighbouring carpark. However, the predicted noise is above the assigned noise levels in parts of backyards of the western and north-western neighbours.

Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report



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Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## 1.0 INTRODUCTION

Happy Tails Dog Daycare Pty Ltd (HTDD) has applied for converting a premise into a Dog Daycare Centre (DDC). The City of Vincent requires an acoustic report for undertaking a noise impact assessment to determine whether or not the proposed DDC operations would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

Acoustic Engineering Solutions (AES) has been commissioned by HTDD to prepare the acoustic report. This acoustic report presents an environmental noise impact assessment of the proposed DDC operations.

### 1.1 DOG DAYCARE CENTRE

The DDC is proposed to operate at 16 Howlett Street North Perth. Figure 1 in APPENDIX A presents the aerial view of the proposed DDC site. The proposed DDC house is an old house with a large backyard, which is situated next to a large warehouse (in the West) and the parking premise (in the East) for a funeral home. A large shed stands in the middle of backyard. A 1.8m high fence is installed along the eastern boundary (adjacent to the car park). Two gates secure either sides of the house. Three split air-conditioning units have been installed.

Figure 2 in APPENDIX A presents the proposed site layout and floor plan.

- Room 1: Reception.
- Room 2: Waiting area/orientation room.
- Room 3: Storage.
- Room 4: Indoor play area.
- Room 5: Store room.
- Room 6: Grooming area.

The proposed DDC house is a brick and tile structure. The external walls are double brick walls. The ceilings are (mostly flat) plaster board and fully insulated with fibreglass batts. All doors are made of solid timbers. All windows are glazed with timber frames. During the operation hours, all windows and doors are closed.

The DDC is proposed to accommodate up to 30 dogs, and open from 7:00am to 5:30pm on Mondays to Fridays excluding public holidays. The DDC will offer grooming; behavioural training and general day to day care of dogs. The DDC has 6 car parking bays at front of property for drop off and pick up.

Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report



## 2.0 NOISE CRITERIA

Noise management in Western Australia is implemented through the Environmental Protection (Noise) Regulations 1997 (the Regulations). The Regulations set noise limits which are the highest noise levels that can be received at noise-sensitive (residential), commercial and industrial premises. These noise limits are defined as 'assigned noise levels' at receiver locations. Regulation 7 requires that "noise emitted from any premises or public place when received at other premises must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind".

Table 2-1 presents the assigned noise levels at various premises.

**Table 2-1: Assigned noise levels in dB(A)**

Type of Premises Receiving Noise	Time of Day	Assigned Noise Levels in dB(A) <sup>1</sup>		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
Noise sensitive premises: highly sensitive area	0700 to 1900 hours Monday to Saturday	45 + Influencing factor	55 + Influencing factor	65 + Influencing factor
	0900 to 1900 hours Sunday and public holidays	40 + Influencing factor	50 + Influencing factor	60 + Influencing factor
	1900 to 2200 hours all days	40 + Influencing factor	50 + Influencing factor	60 + Influencing factor
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	35 + Influencing factor	45 + Influencing factor	55 + Influencing factor
Noise sensitive premises: any area other than highly sensitive area	All hours	60	75	80
Commercial premises	All hours	60	75	80
Industrial and utility premises other than those in the Kwinana Industrial Area	All hours	65	80	90

<sup>1</sup> Assigned level L<sub>A1</sub> is the A-weighted noise level not to be exceeded for 1% of a delegated assessment period. Assigned level L<sub>A10</sub> is the A-weighted noise level not to be exceeded for 10% of a delegated assessment period. Assigned level L<sub>Amax</sub> is the A-weighted noise level not to be exceeded at any time.

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Project: Acoustic Report



For highly noise sensitive premises, an “influencing factor” is incorporated into the assigned noise levels. The influencing factor depends on road classification and land use zonings within circles of 100 metres and 450 metres radius from the noise receiver locations.

## 2.1 CORRECTIONS FOR CHARACTERISTICS OF NOISE

Regulation 7 requires that that “noise emitted from any premises or public place when received at other premises must be free of:

- (i) tonality;
- (ii) impulsiveness; and
- (iii) modulation.

when assessed under Regulation 9”.

If the noise exhibits intrusive or dominant characteristics, i.e. if the noise is impulsive, tonal, or modulating, noise levels at noise-sensitive premises must be adjusted. Table 2-2 presents the adjustments incurred for noise exhibiting dominant characteristics. That is, if the noise is assessed as having tonal, modulating or impulsive characteristics, the measured or predicted noise levels have to be adjusted by the amounts given in Table 2-2. Then the adjusted noise levels must comply with the assigned noise levels. Regulation 9 sets out objective tests to assess whether the noise is taken to be free of these characteristics.

**Table 2-2: Adjustments for dominant noise characteristics**

Adjustment where noise emission is not music. These adjustments are cumulative to a maximum of 15 dB.			Adjustment where noise emission is music	
Where tonality is present	Where Modulation is present	Where Impulsiveness is present	Where Impulsiveness is not present	Where Impulsiveness is present
+5 dB	+5 dB	+10 dB	+10 dB	+15 dB

## 2.2 INFLUENCING FACTOR

Six neighbouring premises surrounding the DDC house have been selected for detailed assessment of noise impact, as shown in Figure 1 in APPENDIX A. R2, R4 and R6 are noise sensitive premises and the others are commercial premises.

Charles Street is classified as the Major Road from the Main Road traffic flow data ([mrapps.mainroads.wa.gov.au/TrafficMap/](http://mrapps.mainroads.wa.gov.au/TrafficMap/), Site 0114, South of Elizabeth Street (SLK 1.68)). R6 is less than 98m away from Charles Street while the others are 110m to 170m away from Charles Street. Therefore, the transport factor is 6dB for R6 but 2 dB for R2 and R4.

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Figure 3 in APPENDIX A presents map 1 of the town planning scheme and zone of the City of Vincent. The proposed DDC house is located in a commercial zone. No industrial zone is present in the vicinity of the selected closest noise sensitive premises. Table 2-3 presents the calculation of influencing factors and Table 2-4 presents the calculated assigned noise levels  $L_{A1}$  for the closest noise-sensitive and commercial premises.

**Table 2-3: Calculation of influencing factors.**

Closest Residents	Transport Factor in dB	Commercial Land			Influencing Factor in d(B)
		Within 100m Radius	Within 450m Radius	dB	
R2	2	33%	0.08%	2	4
R4	2	56%	0.08%	3	5
R6	6	80%	0.08%	4	10

**Table 2-4: Assigned day-time noise levels  $L_{A1}$  for Mondays to Saturdays.**

Closest Residences	Day <sup>2</sup> Monday to Saturday
	$L_{A1}$
R1	75
R2	59
R3	75
R4	60
R5	75
R6	65

<sup>2</sup> 0700 to 1900 hours for Monday to Saturday.



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## 3.0 NOISE MODELLING

### 3.1 METHODOLOGY

An acoustic model has been developed using SoundPlan v8.0 program, and the CONCAWE<sup>3,4</sup> prediction algorithms have been selected for this study. The acoustic model has been used to predict noise levels at the selected receiver locations and generate noise level contours for the area surrounding the proposed DDC site.

The acoustic model does not include noise emissions from any sources other than from the DDC. Therefore, noise emissions from neighbouring commercial premises, aircrafts, road traffics, etc are excluded from the modelling.

### 3.2 NOISE MODELLING SCENARIOS

Two worst-case operational scenarios have been modelled and presented in the AES previous report<sup>5</sup>. As requested by the City of Vincent, the following three extreme worst-case operational scenarios are modelled:

- Scenario 1: 15 (half) of dogs play inside the DDC house while another 15 (half) of dogs play in the backyard. The 15 dogs in the backyard are assumed to bark simultaneously.
- Scenario 2: Scenario 1 with installing modular acoustic panels along (inside) the existing eastern backyard fence, which marked as red line in Figure 4 in APPENDIX A. Those modular acoustic panels will provide absorption coefficient of 0.8 to the inner surface (face to the backyard) of the existing eastern backyard fence.
- Scenario 3: Scenario 1 with increasing the existing eastern backyard fence to 2.5m as shown in Figure 4 in APPENDIX A.

The assumption of all 15 dogs in the backyard barking simultaneously rarely happens, especially at a dogcare centre where dogs are attended and cared by experienced staffs.

For the above scenarios, the following sources are assumed:

- Three split air-conditioning units are operating; and
- In the grooming area inside the DDC house, a dog is being trimmed by an electric trimmer and another dog is being washed in a basin.

HTDD has advised that all of windows and doors of the DDC house are fully closed during the open hours.

<sup>3</sup> CONCAWE (Conservation of Clean Air and Water in Europe) was established in 1963 by a group of oil companies to carry out research on environmental issues relevant to the oil industry.

<sup>4</sup> The propagation of noise from petroleum and petrochemical complexes to neighbouring communities, CONCAWE Report 4/81, 1981.

<sup>5</sup> Acoustic Report for Happy Tails Dog Daycare Pty Ltd, AES-170023-R01-A-21032018, 21 March 2018.

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 Project: Acoustic Report



### 3.3 INPUT DATA

#### 3.3.1 Topography

HTDD advised that the proposed DDC site and surrounding area are flat. Therefore, a flat ground has been assumed in the acoustic model with averaged absorption of 0.6.

The buildings in the area of interest (including the DDC house) have been digitised to the acoustic model together with the (1.8m) property fences including the DDC boundary fence.

#### 3.3.2 Noise Sensitive Premises

In consulting with HTDD, six neighbouring premises have been selected for the detailed assessment, as shown in Figure 1 in APPENDIX A. R2, R4 and R6 represent the noise sensitive premises and the others are the commercial premises.

#### 3.3.3 Source Sound Power Levels

Site measurements of sound power levels are not possible because the HTDD dog daycare centre is not in operation yet.

Table 3-1 presents the sound power levels, which are obtained from the information provided by HTDD and from the AES database for similar equipment. The noises from dog barking, dryer and air-conditioners are expected to have tonality characteristics.

**Table 3-1: Sound power levels.**

Names	Octave Frequency Band Sound Power Levels in dB(lin)								Overall	
	63	125	250	500	1k	2k	4k	8k	dB(lin)	dB(A)
Dog Barks	70.6	66.4	64.0	82.3	90.1	84.7	69.4	59.0	91.8	91.8
Dryer	67.5	69.9	66.7	69.4	73.1	75.2	78.9	73.7	82.6	82.6
Hair Trimmer	69.6	69.8	67.5	65.6	64.4	62.2	57.2	48.7	75.2	69.3
Dog-Bath	73.7	76.9	75.1	70.8	69.5	70.0	68.8	66.3	81.7	76.7
Air-conditioner	73.3	70.9	64.9	58.9	57.0	53.2	47.6	39.3	75.8	63.0

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### 3.4 METEOROLOGY

SoundPlan calculates noise levels for defined meteorological conditions. In particular, temperature, relative humidity, wind speed and direction data are required as input to the model. For this study the worst-case meteorological conditions<sup>6</sup> have been assumed, as shown in Table 3-2.

**Table 3-2: Worst-case meteorological conditions.**

Time of day	Temperature Celsius	Relative Humidity	Wind speed	Pasquill Stability Category
Day (0700 --- 1900)	20° Celsius	50%	4 m/s	E

<sup>6</sup> The worst case meteorological conditions were set by the EPA (Environmental Protection Act 1986) Guidance note No 8 for assessing noise impact from new developments as the upper limit of the meteorological conditions investigated.

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 Project: Acoustic Report



## 4.0 MODELLING RESULTS

### 4.1 POINT MODELLING RESULTS

Table 4-1 presents the predicted worst-case A-weighted overall noise levels. The highest worst-case noise level is predicted of at R5 for all scenarios. The predicted results indicate:

- The absorption treatment to the inner surface of the existing eastern backyard fence (scenario 2) does not reduce dog-barking noise radiation.
- The increase of eastern backyard fence height (scenario 3) reduces noise received at each of the selected receiver locations, especially at R3 to R6. A marginal noise reduction at R1 and R2 is due to the reduction of reflective noises from building structures surrounding the DDC.

**Table 4-1: Predicted worst-case noise levels in dB(A).**

Receivers	Predicted Worst-case Noise Levels in dB(A)		
	Scenario 1	Scenario 2	Scenario 3
R1	44.2	44.2	44.0
R2	42.8	42.8	41.3
R3	53.5	53.5	49.7
R4	49.7	49.7	43.0
R5	60.5	60.5	51.6
R6	50.5	50.5	41.5

### 4.2 NOISE CONTOURS

Figure 5 and Figure 7 in APPENDIX A present the worst-case noise level contours. These noise contours represent the worst-case noise propagation envelopes, i.e., worst-case propagation in all directions simultaneously.

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 Project: Acoustic Report



## 5.0 COMPLIANCE ASSESSMENT

### 5.1 ADJUSTED NOISE LEVELS

Dog-barking noise is the dominant noise source in DDC. Dog barking noise may exhibit tonality and impulsive characteristics at receiver locations when it is much higher than local background noise levels. If the tonality and impulsiveness of dog barking noise are audible at the receiver locations, the predicted noise levels shown in Table 4-1 should be adjusted by adding 15 dB (5dB for tonality and 10 dB for impulsiveness) according to Table 2-2.

Table 5-1 presents the adjusted worst-case A-weighted noise levels.

**Table 5-1: Adjusted worst-case noise levels in dB(A).**

Receivers	Adjusted Worst-case Noise Levels in dB(A)		
	Scenario 1	Scenario 2	Scenario 3
R1	59.2	59.2	59.0
R2	57.8	57.8	56.3
R3	68.5	68.5	64.7
R4	64.7	64.7	58.0
R5	75.5	75.5	66.6
R6	65.5	65.5	56.5

### 5.2 COMPLIANCE ASSESSMENT

As indicated in section 3.2, the assumption of all 15 dogs in the backyard barking simultaneously rarely happens at a dogcare centre. The three scenarios are expected to happen in much less than 10% of the DDC open hours (much less than 24 minutes over every 4 hour period). Therefore, the assigned noise levels  $L_{A1}$  should apply.

The DDC is open from 7:00am to 5:30pm for Mondays to Fridays excluding public holidays. Therefore, no assessment is required for the evening and night periods (7:00pm to 7:00am) and for Sundays and public holidays.

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Table 5-2 presents a compliance assessment for the daytime period on Mondays to Fridays. The value above the assigned noise level is expressed in ***Bold Italic***. The adjusted noise level is below the assigned noise level at R1 to R3 for scenarios 1 & 2, and at all of the selected receivers for scenario 3. This indicates that compliance is achieved at the selected receiver locations if the eastern backyard fence is increased to 2.5m (scenario 3).

**Table 5-2: Compliance assessment for Mondays to Saturdays.**

Receivers	Assigned Noise Levels L <sub>A1</sub> in dB(A)	Adjusted Worst-case Noise Levels in dB(A)		
		Scenario 1	Scenario 2	Scenario 3
R1	75	59.2	59.2	59.0
R2	59	57.8	57.8	56.3
R3	75	68.5	68.5	64.7
R4	60	<b><i>64.7</i></b>	<b><i>64.7</i></b>	58.0
R5	75	<b><i>75.5</i></b>	<b><i>75.5</i></b>	66.6
R6	65	<b><i>65.5</i></b>	<b><i>65.5</i></b>	56.5

Figure 7 in APPENDIX A shows that the 60dB(A) noise contours are confined inside the DDC premise for scenario 3. This means that the noise level is less than 60 dB(A) (or the adjusted level is less than 75 dB(A)) at the neighbouring car park where the day-time assigned noise level L<sub>A1</sub> is 75 dB(A). Therefore, compliance is achieved at the neighbouring car park.

Figure 7 in APPENDIX A shows that the 45dB(A) noise contours reach the backyards of:

- R4;
- the north-western resident (the back of R1); and
- the western residents (small areas) (adjacent R1).

The backyard of R4 has the calculated day-time assigned noise level L<sub>A1</sub> of 60 dB(A) while the others have the calculated day-time assigned noise level L<sub>A1</sub> of 59 dB(A) (4 dB influencing factor including 2dB transport factor).

The adjusted noise levels in the above areas are above the calculated day-time assigned noise level L<sub>A1</sub>. Compliance is not achieved in these areas for scenario 3.



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## 6.0 DISCUSSIONS

The assessments in the previous section are made based on the adjusted noise levels. An adjustment of 15dB has applied to the predicted noise levels at all receiver locations. This is based on the assumption that the dog barking noise is much higher than local background noise. If local background noise is close to the predicted dog barking noise, the impulsiveness and tonality of dog barking noise may not be audible (measured), and then the 15dB adjustment should not apply to the predicted noise levels. For most urban areas, day-time background noise level ranges from 40dB(A) to 50dB(A). The predicted noise levels are much lower than the day-time assigned noise levels at any locations in the surrounding area. Without the 15dB adjustment, full compliance is achieved for the DDC operations.

To prevent a group-dog barking, HTDD should develop and implement a noise management plan, including:

- Dog training programs.
- Dog daily exercise programs.
- Set a cooling area.
- "Barking prevent" procedures.

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## APPENDIX A    AERIAL VIEW

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report

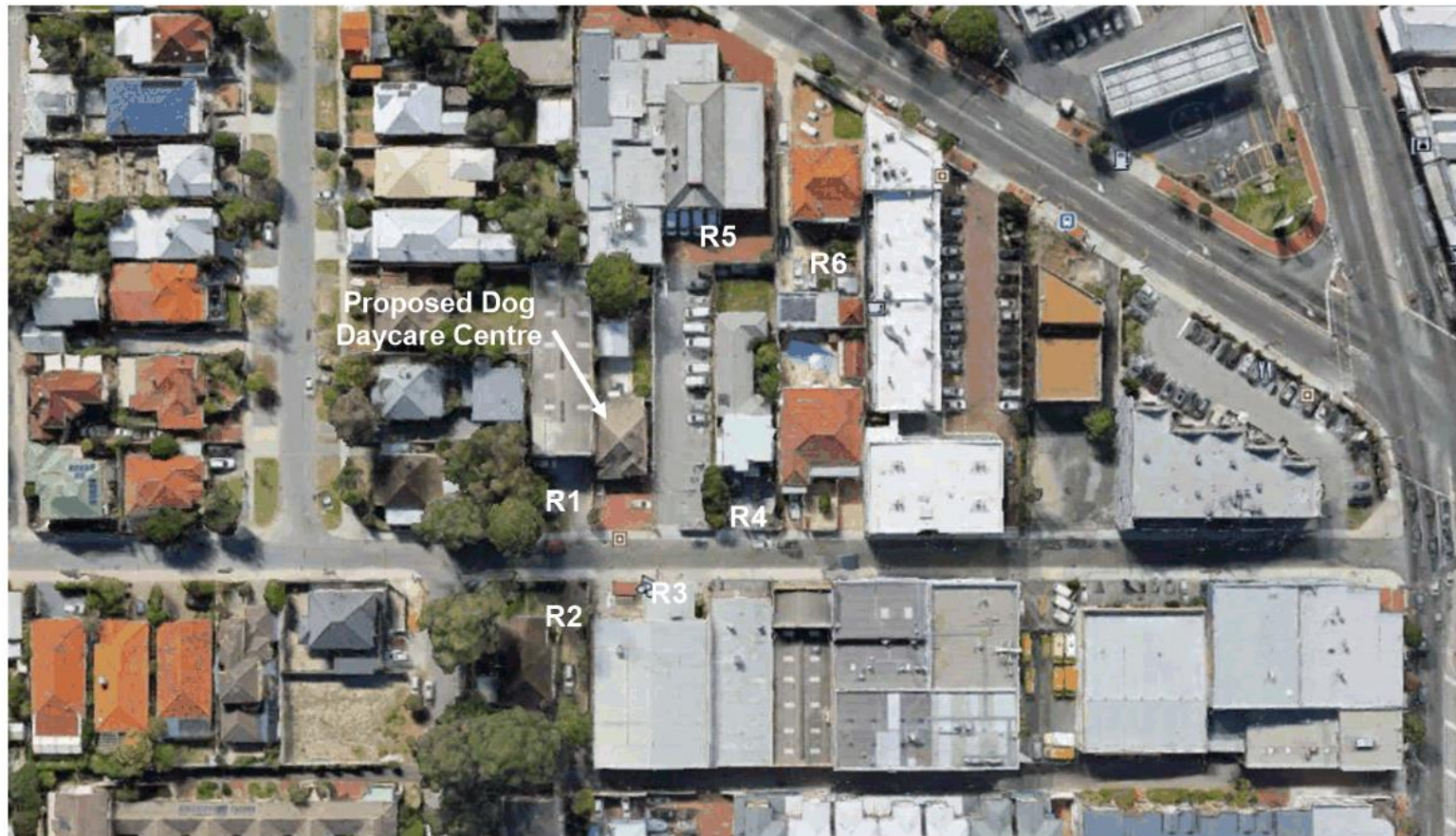
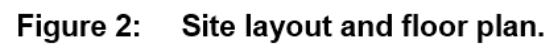


Figure 1: Aerial view of the proposed DDC site.



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Project: Acoustic Report

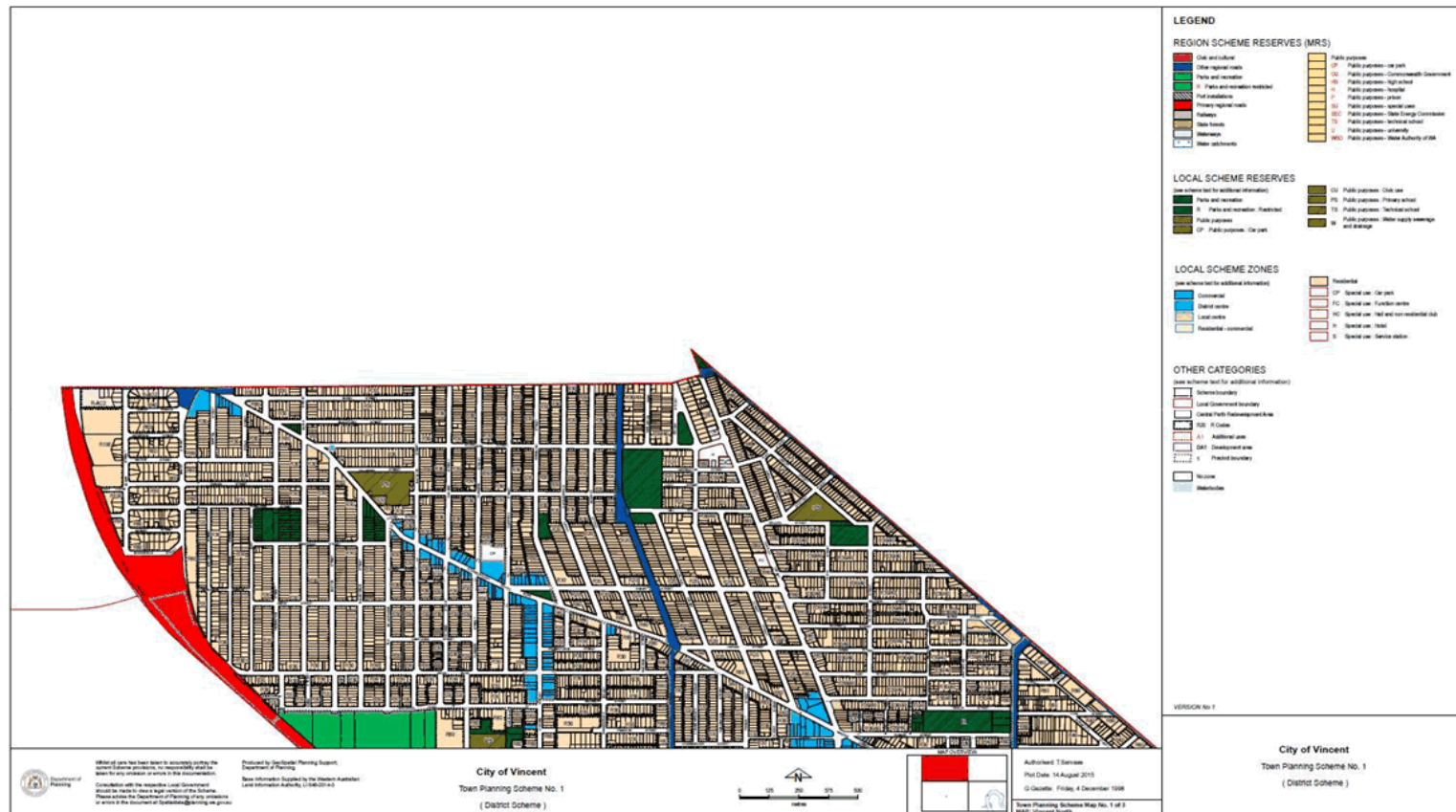


Figure 3: Town planning scheme map 1 of the City of Vincent.



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**Figure 4: Location of proposed 2.5m fence (red line).**



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## **APPENDIX B      NOISE CONTOURS**

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report

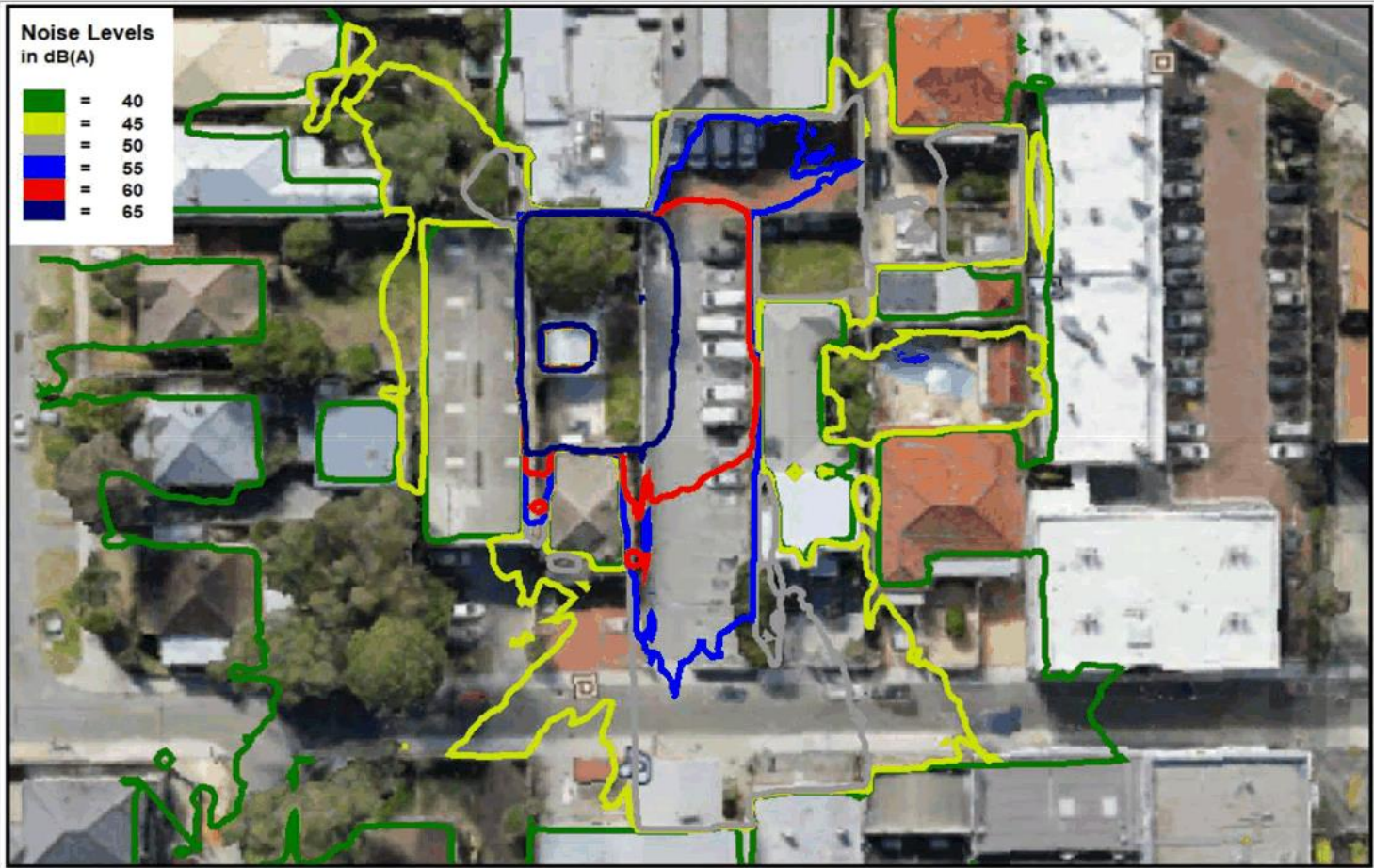


Figure 5: Worst-case noise contours for scenario 1.

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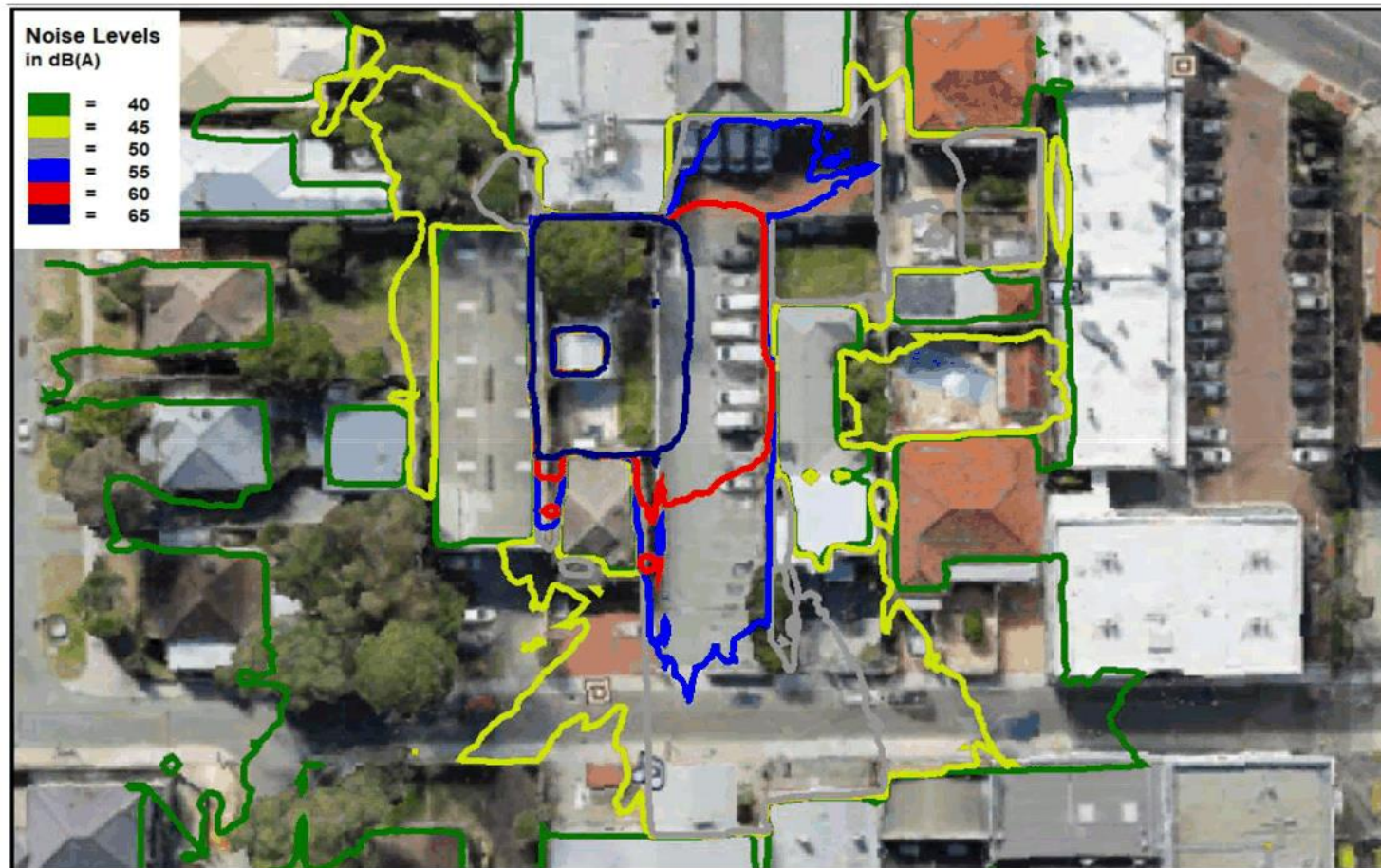


Figure 6: Worst-case noise contours for scenario 2.




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Figure 7: Worst-case noise contours for scenario 3.

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

## APPENDIX 2 – PARKING MANAGEMENT PLAN FRAMEWORK

<u>Owner/Applicant Details</u>	
Name:	MRS LUCINDA CUNNINGHAM MS AMANDA DEURLOO
Address:	Landowners contact details concealed for privacy.
Phone:	
Email:	
Applicant Signature:	

<u>Property Details</u>	
Lot Number:	30
Address:	16 HOWLETT ST, NORTH PERTH.

### Parking Allocation:

The following table should be prepared for inclusion in this Parking Management Plan to outline the parking available for the different users of this development application.

<u>Parking Allocation</u>	
Total Number Car Parking Spaces:	6
Total Number Short Term Bicycle Parking Spaces:	6
Total Number Long Term Bicycle Parking Spaces:	6
Total Number Other Bays:	13 Street parking
	please see attached information.

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

Development Type	Development Users	Parking Allocation			
		Type / Duration	No. Car spaces	No. Bicycle Spaces	No. Other Spaces
E.g. Private Recreation Town Centre	Staff	Employee (> 3 hours)	2	1	-
	Customers	Visitor (< 3 hours)	7	2	-
	Other	Service (15 minute)	-	-	1
	Other	Disabled	-	-	1
Dog Day Care	Staff	Employee > 3 hours	2	2-4	-
	Customers	Drop off/pick up (< 15 mins)	4	2	13 on street (Howlett)
	Other	Service (15 mins)	1	-	-
	Other	Disabled	-	-	-

Note: In a mixed use development the parking allocation for residential and non-residential portions must be provided separately in the above table.

#### Alternative Transport:

The following table should be prepared for inclusion in this Parking Management Plan to outline the alternative transport options available to users of this development application.

Transport Option	Type & Level of Service
Public Transport	
Train	Leederville station. 1.5 km
Bus	See attached Traffic impact statement + additional information.

Page 12 of 14

see figure 7 of traffic impact report for nearest bus stops + routes.



CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

	5 bus stops within 2 min walk.
Pedestrian	
Paths	paths both sides of all roads + formal crossing facilities at
Facilities	Charles St/ Scarborough Beach Road intersection.
Cycling	
Paths	paths on both sides of the road. dedicated cycle lanes each direction on Scarborough Beach Rd.
Facilities	a bike rack will be available at the front of the premises for staff/customers.
Secure Bicycle Parking	paddlocks or staff can store their bikes in the store room.
Lockers	lockable drawers in desks.
Showers/Change Room	shower facilities/ bathroom available for staff use.

**Public Parking:**

Identify the number of on street and off street public parking in the vicinity in the following table.

	No. Marked Spaces	Location	Parking Restrictions
On Street Parking	13 x	Howlett Street	1 hour.
	1 x	Howlett Street	13.5m loading zone
Off Street Parking			

**Parking Management Strategies**

CITY OF VINCENT PLANNING AND BUILDING POLICY MANUAL  
POLICY NO: 7.7.1  
NON-RESIDENTIAL DEVELOPMENT PARKING REQUIREMENTS

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Parking management strategies providing implementation details must be provided to ensure that the 'Parking Allocation' is used as demonstrated in this Parking Management Plan.

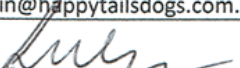
The allocation of bays as specified in the Parking Management Plan shall be included in the development application and planning approval.

The following information shall be provided, where applicable, within the Parking Management Plan:

1. Details of who will be responsible for management, operation and maintenance of parking (inclusive of car stackers);
2. Management of allocation of parking bays as specified in this Parking Management Plan including signage and enforcement;
3. Management of Tandem Parking for staff/tenants;
4. Way finding measures to ensure efficient use of parking facilities; and
5. Promotion of alternative transport modes such as the provision of well-maintained bicycle and end of trip facilities, use of active transport initiatives or public transport promotion.

## PARKING MANAGEMENT PLAN- 16 HOWLETT STREET, NORTH PERTH

## Additional Information – Appendix 2

Name:	Mrs Lucinda Cunningham & Ms Amanda Deurloo
Address:	4 Amber Place, Carine WA 6020
Phone:	0402056769
Email:	admin@happytailsdogs.com.au
Applicant signature:	

## PARKING ALLOCATION AND PARKING MANAGEMENT STRATEGIES

The premises has six parking bays at the front of the premises. There are also 13 one hour parking bays along Howlett Street for people dropping off their dogs.

Initially when the business starts, only two staff members will be working until we build up to 40-45 dogs per day where four staff members are required.

Only two staff members will be permitted to park on premises at one time. A bike rack or the option of storing bikes in the storeroom will be available for staff who want to ride to work, other staff will be encouraged to catch public transport or carpooling to work. If there are more than two staff who need to drive to work, we will endeavour to plan for the manager to find alternative transport or ride to work on that day.

Not all dogs will be dropped off at the same time in the morning. Dogs can be dropped off from 6:45am (will be kept inside until 7am) until 9:30am. For pick up, the owner can pick up their dog anytime from 3-5:30pm. Dogs will be picked up within a 2-5-minute time period which will avoid any likely build-up of cars at the front of the premises. In the likely event that there are more than four cars dropping off a dog at one time, a staff member will wait at the front to collect dogs as they are dropped off to avoid traffic build up. Staff can also park their cars in the street for an hour during a busy period to free up a parking bay at the front of the premises.

Ms Amanda Deurloo will be responsible for the management, operation and maintenance of parking. She will determine where staff are to park at the beginning of each day prior to opening "Happy Tails". She will also ensure that if there needs to be any tandem parking on the day, that this is managed accordingly to prevent any hold up of traffic and access into "Happy Tails". (See attached diagram).

Ms Amanda Deurloo and Mrs Lucinda Cunningham (owners) are both very active and promote healthy living. Therefore, on some days they will be riding to work by bicycle. They will also offer their staff use of the shower and bathroom facilities if they would like to ride to work thus creating healthy living. Public transport will be promoted to all staff and some small remuneration in their salaries will accommodate for these extra costs.





### PUBLIC TRANSPORT

Public Transport is provided by the Public Transport Authority (PTA) via Transperth bus and train services.

There are five bus stops within a 2-minute walk of the subject site, three on Scarborough Beach Rd and two on Charles Street, as shown in Figure 7 on the following page.

The Scarborough Beach Rd stops are serviced by bus route 990 which travels between Scarborough Beach Bus Station to the west and Glendalough Train Station to the east. There are 129 services between 6 AM and 12:20 AM at stops near Charles St during the week at intervals of between 5 minutes and 20 minutes.

The Charles St stops are serviced by bus routes 370, 384-389 & 970 which generally travel between Perth Bus Port to the south and Mirrabooka Bus Station to the north. There are over 200 services between 6 AM and midnight at stops near Charles St during the week at intervals of between 5 minutes and 20 minutes.

Based on the above assessment, the site is well served by public transport and this is an attractive option for staff to use.

#### TRAIN

Leederville train station is 1.5km away from the site.

#### BUS

There are five bus stops within a 2-minute walk of the subject site, three on Scarborough Beach Rd and two on Charles Street, as shown in Figure 7 on the following page.

The Scarborough Beach Rd stops are serviced by bus route 990 which travels between Scarborough Beach Bus Station to the west and Glendalough Train Station to the east. There are 129 services between 6 AM and 12:20 AM at stops near Charles St during the week at intervals of between 5 minutes and 20 minutes.

The Charles St stops are serviced by bus routes 370, 384-389 & 970 which generally travel between Perth Bus Port to the south and Mirrabooka Bus Station to the north. There are over 200 services between 6 AM and midnight at stops near Charles St during the week at intervals of between 5 minutes and 20 minutes.

#### CYCLING

Existing cycle and pedestrian facilities on the road network are considered adequate for the proposed use with paths on both sides of Howlett Street, Charles St and Scarborough Beach Rd and dedicated cycle lanes in each direction on Scarborough Beach Rd. There are also formal pedestrian crossing facilities within the traffic signals at the Scarborough Beach Rd/ Charles St intersection.



DOG DAY CARE CENTRE

LOT 30 (16) HOWLETT STREET, NORTH PERTH

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TRANSPORT IMPACT STATEMENT



Draft 1-0

Prepared by i3 consultants WA for  
Ms L Cunningham & A Deurloo

[www.i3consultants.com](http://www.i3consultants.com)



Transport Impact Statement  
 Dog Day Care Centre Lot 30 (16) Howlett Street, North Perth  
 Prepared for Mses L Cunningham & A Deurloo




### Project details


Project Dog Day Care Centre  
 Location Lot 30 (16) Howlett Street, North Perth  
 Project ID 17801  
 Client Mses L Cunningham & A Deurloo  
 Description A Transport Impact Statement for a change of use from Office to Dog Day Care Centre on Lot 30 Street Number 16 Howlett Street in the City of Vincent suburb of North Perth prepared in accordance with the 2016 WAPC Transport Impact Assessment Guidelines.

### Document control

Author David Wilkins  
 Status Draft 1-0  
 File name 17801 SN16 Howlett St DCC TIS (F1-0)

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	07/03/18			08/03/18				
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amandadeurloo@hotmail.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
lucinda_rider@hotmail.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 (Contact author for link)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Revision status comments: D1-0 issued as a draft to client for confirmation of background data. F1-0 Final (minor change to operating times)  
 This is not an approved document unless certified here.

 Digitally signed by David Wilkins  
 • Date: 2018.03.08 10:25:24 +08'00'

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#### ABOUT THE AUTHOR

David Wilkins has over 35 years of practical experience in traffic engineering, road safety and transport planning in both the UK and Australia and is an RTA NSW Certified Level 3 Lead Auditor (RSA-08-0178) and Main Roads Western Australia (MRWA) accredited Senior Road Safety Auditor (SRSA 0101). In addition to this, David is an MRWA accredited Crash Investigation Team Leader and Roadworks Traffic Manager (MRWA-RTM-10-RTM20). David has undertaken 92 road safety audits in the last five years and 214 road safety audits since 2001 across the full range of stages from feasibility through to pre-opening, including roadworks, existing roads, schools and mine sites.

David's specialist skills are in the management and development of transport infrastructure and planning, particularly with respect to road safety engineering, roadworks traffic management, traffic engineering, crash investigation, road safety audits, alternative transport systems (TravelSmart, shared paths, cycle facilities), transport statements, transport assessments, parking demand management, local area traffic management, speed management, accessible environments and innovation.

David specialises in undertaking and preparing traffic impact assessments in accordance with either the WAPC document 'Transport Impact Assessment Guidelines' or Austroads 'Guide to Traffic Management Part 12: Traffic Impacts of Developments'. In the last 7 years, David has personally prepared over 160 traffic and transport impact reports in accordance with these guidelines.

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## 1 INTRODUCTION

This Transport Impact Assessment report has been prepared in accordance with the WAPC publication Transport Impact Assessment Guidelines (1). These guidelines indicate that a Transport Impact Statement (TIS) is required for those developments that would be likely to generate moderate volumes of traffic and therefore would have a moderate overall impact on the surrounding land uses and transport networks.

A development that generates between 10 and 100 additional vehicle trips in the peak hour is classified as Moderate Impact and requires a Transport Impact Statement (TIS). A development that generates more than 100 additional vehicle trips in the peak hour is classified as High Impact and requires a Transport Impact Assessment.

The term “additional vehicular trips” has been used as the transport impact is the difference between the previous trip generation of the site and the forecast trip generation on the site.

The Dog Day Care Centre is expected to generate no more than an additional 46 car trips during its busiest hour. The office use is likely to have generated around 2 car trips and hence the ‘impact’ is around 44 car trips in the busiest hour. On this basis the proposed change of use and is classified as a moderate impact (less than 100) requiring a Transport Statement. Refer **Section 8** for further details regarding trip generation.

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## 2 EXISTING DEVELOPMENT

The existing development comprises a single building set back approximately 10 m from the front boundary, as shown in Photograph 1 below. The building is currently vacant and was previously used as an office. It has approximately 120 m<sup>2</sup> of floor space comprising of three offices, an open plan area, kitchen, lunchroom, bathroom and shower. It is currently advertised as having “6 exclusive onsite car bays”.

An annotated aerial photograph of the site dated 12 February 2018 is provided as Photograph 1 below. Street view photographs taken by the author during the site visit on 1<sup>st</sup> March 2018 are provided as Photograph 2 and Photograph 3 on the following page.



Photograph 1 – Existing site development



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Photograph 2 – View of subject site (No 16) from Howlett Road



Photograph 3 – View to Howlett St from subject site



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### **3 PROPOSED DEVELOPMENT**

#### **3.1 REPURPOSED SITE**

The proponent has indicated that the existing site will be repurposed as a Dog Day Care Centre and that:

- There will be a maximum of 45 dogs on the premises at any one time;
- There will be a minimum of two staff members on site at any one time;
- Dogs will be trained and entertained at the rear of the property;
- Operating times 7.00 am – 5.30 pm Monday to Friday only:
  - 7.00 am – 9.00 am drop-off; and
  - 4.00 pm - 5.30 pm pick up
- There will be no dogs kept onsite overnight.

#### **3.2 DOG DAY CARE ACTIVITIES**

A minimum of 2 staff will arrive on site each weekday prior to 7.00 AM.

Dog owners will drop off their dogs between 7.00 AM and 9.00 AM and pick them up between 4.00 PM and 5.30 PM. The 2 staff will leave after 5.30 PM.

Upon arrival the dogs run, play and socialise and meet and greet everybody. During the day the dogs alternate between play activities, behavioural training and resting.

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## 4 CONTEXT WITH SURROUNDS

The subject site is located within a 'Commercial' zoned area that adjoins Charles Street and Scarborough Beach Road with the remaining area on the west side mainly residential (R30), as shown in the annotated extract from the current Town Planning Scheme 1, provided as Figure 1 below.

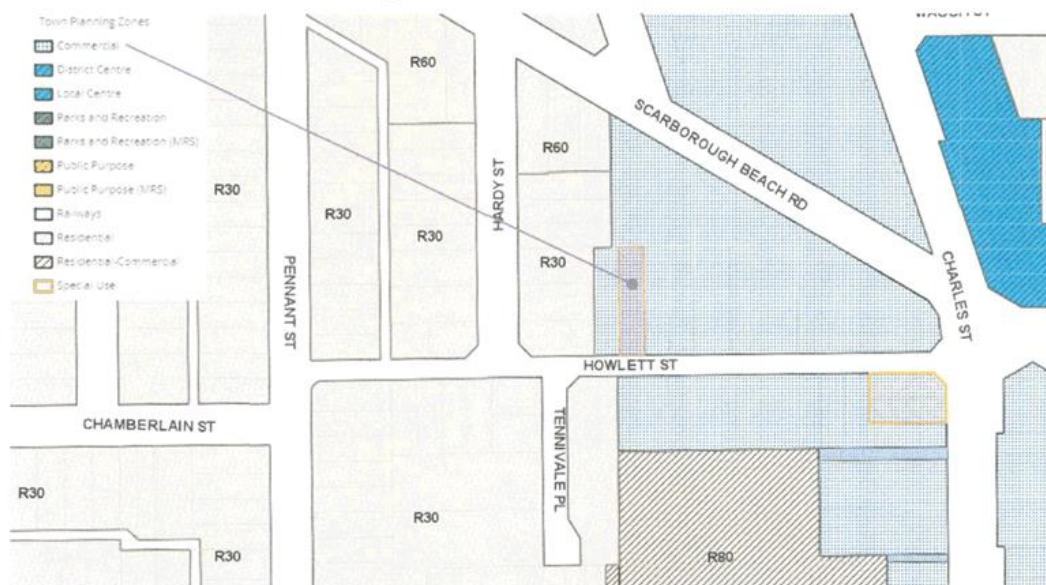


Figure 1 – Annotated extract from Town (now City) of Vincent Town Planning Scheme 1

Following extensive consultation in 2014 the City adopted the draft Local Planning Strategy and Town Planning Scheme No. 2. The City has recently been advised that the new Scheme has been approved, subject to making a number of detailed modifications.

The main difference between the two planning schemes with respect to the zoning of the subject site and the surrounding area is that this precinct was included in the 'Charles Centre Precinct' (Scheme Map 7) in TPS1 and is now included in the 'North Perth Precinct' (Scheme Map 2) in TPS 2. There is no change to the subject site zoning or the zoning of sites on its side of Charles Street.

Howlett Street comprises a mixture of commercial businesses such as Prosegur (a private security company specialising in cash management), Purslowe and Chipper Funerals, Mareena Purslowe Funerals, Stay Square (Short Term Stay Accommodation), Continental Food & Wine Wholesalers, Cirquest Circus School and Da Vinci Ristorante Pizzeria. There are cafe's and restaurants within a 2 minute walk of the site.

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North Perth is an established suburb three kilometres north of Perth's CBD comprising mainly of solid brick homes built from the early 1900s, many of which are now undergoing extensive renovations in line with the nationwide trend toward close-to-the-city living. It is home to various small shops and cafes, as well as the Rosemont Hotel and Beatty Park Leisure Centre (formerly Beatty Park Aquatic Centre - built for the Perth Commonwealth Games in 1962).

According to the 2006 Census data, North Perth has a median age of 37 years (the same as the rest of Australia), with 16.1% over the age of 65.

The subject site, in the context of 400 m (5 min) and 800 m (10 min) ped sheds\*, along with the locations of the Rosemont Hotel, Beatty Park Leisure Centre and Leederville Train Station, is shown in Figure 2 below. Refer Section 10 for public transport details.



Figure 2 – Subject site context map showing 400 m (5 min) and 800 m (10 min) ped sheds

\* Ped shed is short for pedestrian shed, the basic building block of walkable, and hence Liveable Neighbourhoods. A ped shed is the area encompassed by the walking distance from a pedestrian attractor or generator. Ped sheds are often defined as the area covered by a 5-minute walk (400 metres) and 10-minute walk (800 metres). They are usually drawn as perfect circles, but in practice ped sheds have irregular shapes because they cover the actual distance walked, not the linear (aerial) distance. A synonym for ped shed is walkable catchment.

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## 5 VEHICLE ACCESS AND PARKING

A unique aspect of the road network surrounding the site is the 'left-out' only egress from Howlett St into Charles St and the continuous lane marking lines on the Charles St northbound approach to Scarborough Beach Rd that results in a legal requirement for left turning Howlett St drivers to remain in the left lane and hence either turn left into Scarborough Beach Rd or continue straight on Charles St northbound. Drivers from Howlett St that wish to travel east on Angove St, or travel south on Charles St, must do so by travelling west on Howlett St, north on Hardy St and then right into Scarborough Beach Rd, as shown in Figure 3 below.

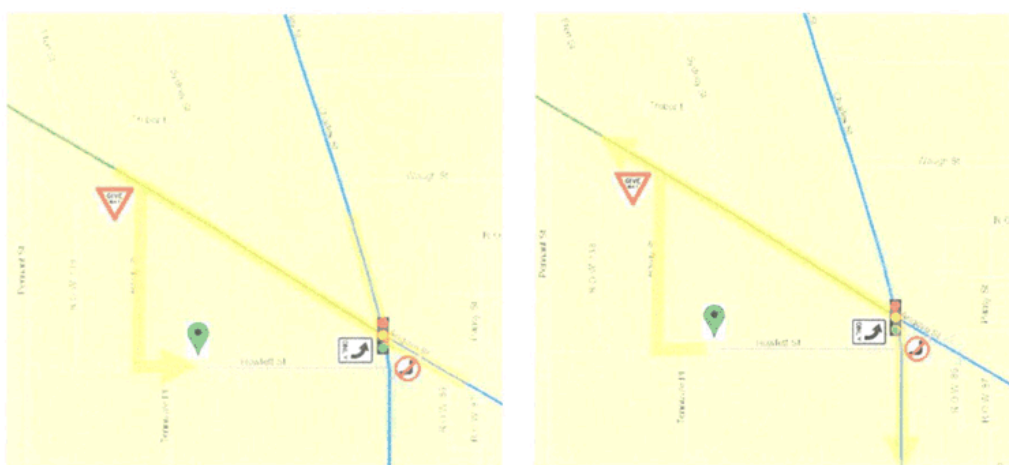


Figure 3 – Assessed Arrival & Departure Routes via distributor roads and traffic control

Howlett St and Hardy St are **Local Roads** that come under the care and control of the City of Vincent. They are single sealed and kerb carriageways with widths of 5.5-5.8 m and 7.0 m respectively. All local streets in this area are subject to the default urban speed limit of 50 km/h.

Scarborough Beach Road is a **Distributor A** road that comes under the care and control of the City of Vincent. It is a single sealed and kerb carriageway with one traffic lane and one formal cycle lane in each direction. It is subject to a posted speed limit of 60 km/h.

Charles Street (H035) is a **Primary Distributor** (State Road) that comes under the care and control of Main Roads WA. It is a single kerbed and sealed carriageway with two lanes in each direction and additional turn lanes at most intersections. It is subject to a posted speed limit of 60 km/h.

As stated previously, there will be a maximum of 45 dogs and minimum of 2 staff at any one time between 7.00 AM and 5.30 PM on site.

The City of Vincent does not include "animal establishment", "pet day care" or "dog day care" as a land use in any of its Planning Schemes or policies. Some Councils assess parking requirements for Dog Dare Care Centres as they would Child Day Care Centres, which would equate to 1 space per 5 dogs (City of Vincent



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Policy 7.7.1 Parking and Access (2)). This policy allows for an adjustment factor of 0.95% to be applied due to an existing off-street public car park in excess of 25 car bays located within 400 m of the site (i.e. Pansy Street Car Park), 0.80 % applied due to location within 400 m of a bus route (refer **Section 10**) and 0.80% applied due to its location within the North Perth Town Centre.

Based on the above, the assessed parking requirement is:  $(45/5) \times 0.95 \times 0.80 \times 0.80 = 5.47$ , roundup to 6.

As indicated in **Section 2**, the existing site has 6 on-site parking bays and it is proposed to retain these. On this basis, the proposed change of use is considered to meet the parking requirements. An assessment based on likely demand is included in **Section 8**.

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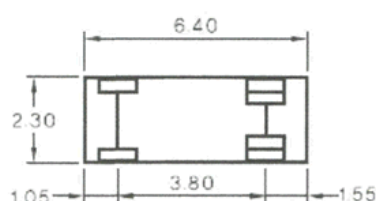


## 6 PROVISION FOR SERVICE VEHICLES

The proponent has indicated that the site will be serviced by small Coles/ Woolworths type delivery vehicles.

Waste collection is kerbside off Howlett Place using 240l MGBs that will be placed on the verge on collection days by on-site staff.

Based on the above, the largest service vehicle to use the site is the Small Rigid Vehicle (SRV), as described in AS 2890.2 and shown in Figure 4 and Photograph 4 below.



{a} Small rigid vehicle  
 Clearance height 3.50  
 Design turning radius 7.1

Figure 4 – Standard Service vehicle dimensions



Photograph 4 – Typical SRV

The site will most likely be serviced from Howlett Street using the on-street parking bays that are located on the subject site's side of the street or the 13.6 m long Loading Zone located approximately 40 m east of the subject site. In the event that there are no vacant on-street bays, the service vehicle could reverse into the site under staff supervision and then leave in a forward direction, as shown in the swept path assessment provided as Figure 5 on the following page.



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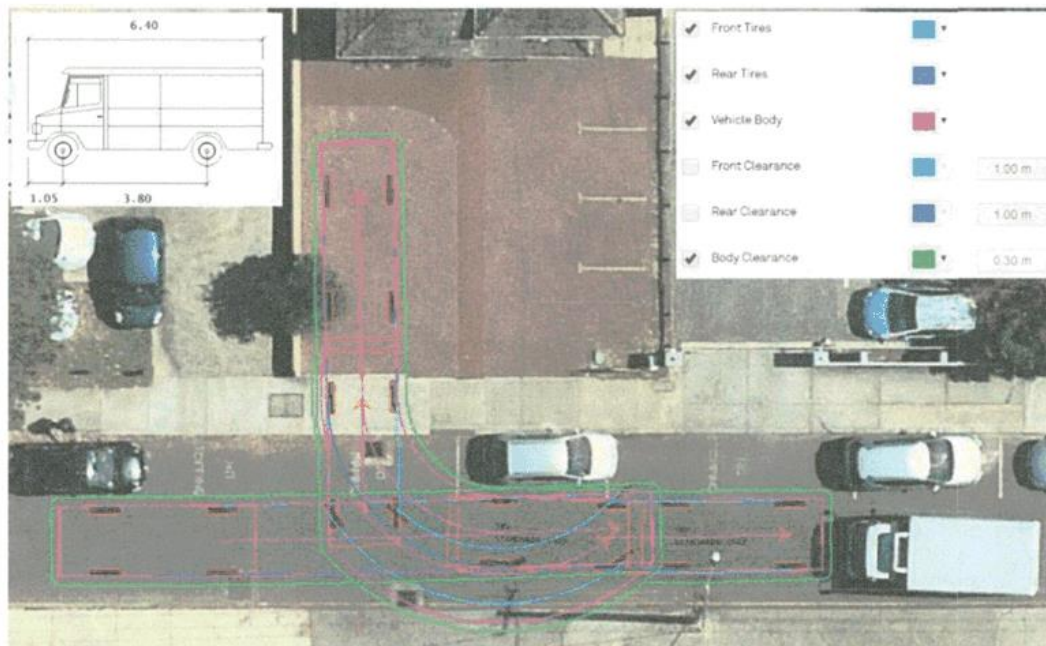


Figure 5 – Assessed swept path of SRV reversing into site and driving forward out

## 7 OPERATING HOURS

The proponent has indicated that the site will be staffed from 7.00 am – 5.30 pm Monday to Friday and that there will be no dogs on the premises overnight or on weekends.

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## 8 TRAFFIC VOLUMES AND VEHICLE TYPES

There is no known traffic volume data for Howlett Street. Based on 'Business Park' trip generation rates, daily volumes are likely to be around 30 trips per hour during the morning and afternoon peak hours and 270-300 vehicles per day. This is consistent with observations during the site visit.

Charles St currently carries approximately 28,000 vehicles per weekday and around 1,500 vehicles in any one direction during its peak hours. Scarborough Beach Rd currently carries approximately 11,200 vehicles per weekday and around 550 vehicles in any one direction during its peak hours. Hourly volume profiles for these roads are shown in Figure 6 below. Approximately 6% of Charles St traffic is Heavy Vehicles. These volumes are consistent with the classification and function of these roads.



Figure 6 – Average Weekday Traffic Volumes on Charles St & Scarborough Beach Rd in vicinity of the site

Trip generation rates for Dog Day Care Centres can be determined from dog accommodation numbers, drop-off/ pick-up duration times and the number of parking bays as all dog owners/ carers are expected to arrive by car as the nature of the service is not suitable for public transport, walking or cycling trips.

A review of other Dog Day Care Centre's (i.e. Kalmpets Animal Behaviour Centre in Balcatta and Billy's Day-Care for Dogs in Belmont) has revealed that up to 45% of dogs are dropped off in the first 2 hours and that 50% of dogs are picked up in the last hour of operation. Based on this, the greatest traffic volume likely to be generated by the proposed Dog Day Care Centre is that associated with picking up 23 dogs between 4.30 pm

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and 5.30 pm, which equates to 23 trips IN and 23 trips OUT (assuming that each dog is picked up separately and that the two staff depart after this peak hour). The Dog Day Care Centre data also indicates that the drop-off and pick-up duration is less than 10 minutes. Based on 4 available car bays (assuming 2 of the 6 bays are occupied by the 2 staff), the capacity of the car park for drop-off and pick-up is 24 cars which exceeds the assessed peak hour demand of 23.

The previous office use is likely to have generated up to 2 car trips during the peak hours and hence the 'impact' is approximately 44 car trips in the busiest hour and is classified as a moderate impact (less than 100) that does not require detailed assessment or traffic modelling. In addition to this, the maximum additional hourly traffic likely to be generated by the development at the Howlett St/ Charles St intersection is likely to be around 22 trips (half of the peak hour generation due to left-in/ left-out only restriction). This represents 0.13% of the northbound Charles St traffic volumes at this time which is significantly less than the 10% warrant threshold indicated in the WAPC Guidelines for detailed assessment. A similar assessment for the Hardy St/ Scarborough Beach Rd intersection indicates that this is 1.4%. On this basis the impact on Charles St and Scarborough Beach Rd is assessed as negligible.

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## 9 TRAFFIC MANAGEMENT ON FRONTAGE STREETS

Traffic management on Howlett Street is limited to:

- Single yellow line 'NO STOPPING' restriction and signs on the south side;
- 13 x 1 hour on-street parking bays 8 AM – 5.30 PM Mon-Fri, 8 AM – 112 NOON Sat on the north side;
- 1 x 13.6 m long Loading Zone (15 MIN MAX COMMERCIAL VEHICLES ONLY) on the north side approximately 40 m east of the subject site;
- NO STOPPING pavement markings adjacent to each access driveway on the north side; and
- 'NO STOPPING' restriction and signs on the north side for 23 m on the approach to Charles St.

The provision of on-street parking bays on the north side with NO STOPPING areas at each access driveway and full-length NO STOPPING restrictions on the south side results in a traffic calmed street as the 5.5-5.8 m carriageway is reduced to segments of 3.6 m width past parked cars.

## 10 PUBLIC TRANSPORT ACCESS

Whilst it is unlikely that patrons will use public transport to access the site, staff may.

Public Transport is provided by the Public Transport Authority (PTA) via Transperth bus and train services.

There are five bus stops within a 2-minute walk of the subject site, three on Scarborough Beach Rd and two on Charles Street, as shown in Figure 7 on the following page.

The Scarborough Beach Rd stops are serviced by bus route 990 which travels between Scarborough Beach Bus Station to the west and Glendalough Train Station to the east. There are 129 services between 6 AM and 12:20 AM at stops near Charles St during the week at intervals of between 5 minutes and 20 minutes.

The Charles St stops are serviced by bus routes 370, 384-389 & 970 which generally travel between Perth Bus Port to the south and Mirrabooka Bus Station to the north. There are over 200 services between 6 AM and midnight at stops near Charles St during the week at intervals of between 5 minutes and 20 minutes.

Based on the above assessment, the site is well served by public transport and this is an attractive option for staff to use.

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Figure 7 – Nearest bus stops and routes to the Subject Site



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## **11 PEDESTRIAN AND CYCLE ACCESS**

### **11.1 PROPOSED PEDESTRIAN AND CYCLE FACILITIES WITHIN THE DEVELOPMENT**

There are no existing pedestrian and cycle facilities on site other than a delineated path from the boundary to the front door as shown in Photograph 3 on page 7.

### **11.2 EXISTING PEDESTRIAN AND CYCLE FACILITIES ON SURROUNDING ROADS**

Existing cycle and pedestrian facilities on the road network are considered adequate for the proposed use with paths on both sides of Howlett Street, Charles St and Scarborough Beach Rd and dedicated cycle lanes in each direction on Scarborough Beach Rd. There are also formal pedestrian crossing facilities within the traffic signals at the Scarborough Beach Rd/ Charles St intersection.

### **11.3 PROPOSALS TO IMPROVE PEDESTRIAN OR CYCLE ACCESS**

None identified or warranted.

## **12 SITE SPECIFIC ISSUES**

There are no specific traffic, transport or parking issues relevant to the site or proposed use.



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## 13 SAFETY ISSUES

A review of the five-year crash record for the period ending 31<sup>st</sup> December 2016 has revealed that there have not been any reported crashes in Howlett St between Hardy St and Charles St, as shown in Figure 8 below. Note that each marker represents a crash location and not a single crash, i.e. some crash locations are where more than one crash have been reported.

There are no assessed vehicular safety issues with the existing site due to the 'traffic calming' provided by parked cars and the relatively narrow carriageway, as discussed in Section 9. The crash record supports this view.

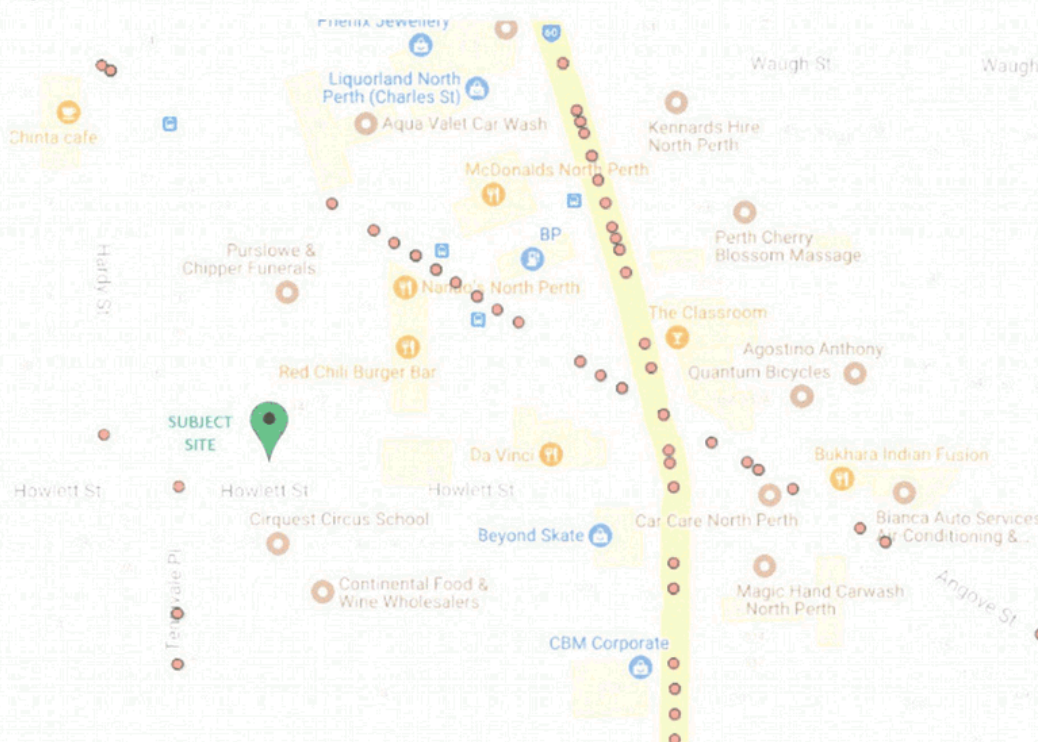


Figure 8 – 5-year crash location plot in vicinity of the subject site

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## REFERENCES

1. **Western Australian Planning Commission.** *Transport Impact Assessment Guidelines*. Department of Planning, Government of Western Australia. Perth, Western Australia : Western Australian Planning Commission, August 2016. p. 182, Revised August 2016. The current version of the TIA guidelines (August 2016) has been endorsed by the WAPC..
2. **City of Vincent.** *Planning and Building Policy Manual Parking and Access Policy No: 7.7.1.* s.l. : City of Vincent, January 2016. p. 22.
3. **Standards Australia.** *AS/NZS 2890.1 - 2004 Parking facilities Part 1: Off-street car parking.* Sydney : Standards Australia/ Standards New Zealand, 2004. p. 77. (Incorporating Ammendment No 1). ISBN 0 7337 5742 1.
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8. **Town of Vincent.** *Town of Vincent Town Planning Scheme No. 1.* 1998. p. 81. Adopted for final approval by resolution of the Council of the Town of Vincent at the Special Meeting of the Council held on the 31st day of August 1998.

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## APPENDIX A

## WAPC TRANSPORT IMPACT STATEMENT CHECKLIST

Checklist for a transport impact statement for individual development

- Tick the provided column for items for which information is provided.
- Enter N/A in the provided column if the item is not appropriate and enter reason in comment column.
- Provide brief comments on any relevant issues.
- Provide brief description of any proposed transport improvements, for example, new bus routes or signalisation of an existing intersection.

ITEM	PROVIDED	COMMENTS/PROPOSALS
<b>Proposed development</b>		
existing land uses	Section 2	Single building with 3 offices
proposed land use	Section 3	Dog Day Care
context with surrounds	Section 4	
<b>Vehicular access and parking</b>		
access arrangements	Section 5	
public, private, disabled parking set down/pick up	Section 5	
<b>Service vehicles (non-residential)</b>		
access arrangements	Section 6	
on/off-site loading facilities	Section 6	
<b>Service vehicles (residential)</b>		
rubbish collection and emergency vehicle access	na	
<b>Hours of operation (non-residential only)</b>	Section 7	7.00 am – 5.30 pm Monday to Friday
<b>Traffic volumes</b>		
daily or peak traffic volumes	Section 8	Daily and peak hour volumes assessed
type of vehicles (for example, cars, trucks)	Section 8	Development predominantly cars. Charles St 6% Heavy Vehicles
<b>Traffic management on frontage streets</b>	Section 9	Traffic calming via parked vehicles and narrow carriageway
<b>Public transport access</b>		
nearest bus/train routes	Section 10	Figure 7; bus routes 370, 384-389, 970 & 990
nearest bus stops/train stations	Section 10 Section 4	5 bus stops within 2 min walk. Leederville Train Station 1.5 km (Figure 2)
pedestrian/cycle links to bus stops/ train station	Sections 10&11	Good. Paths both side all roads and formal crossing facilities at Charles St/ Scarborough Beach Rd intersection.

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ITEM		
<b>Pedestrian access/ facilities</b>		
existing pedestrian facilities within the development (if any)	Section 11.1	Limited - na
proposed pedestrian facilities within development	Section 11.1	Limited - na
existing pedestrian facilities on surrounding roads	Section 11.2	Good. Paths both side all roads and formal crossing facilities at Charles St/ Scarborough Beach Rd intersection.
proposals to improve pedestrian access	Section 11.3	No identified need or warrant.
<b>Cycle access/facilities</b>		
existing cycle facilities within the development (if any)	Section 11.1	Limited - na
proposed cycle facilities within development	Section 11.1	Limited - na
existing cycle facilities on surrounding roads	Section 11.2	Good. Paths both side all roads and formal crossing facilities at Charles St/ Scarborough Beach Rd intersection.
proposals to improve cycle access	Section 11.3	No identified need or warrant.
<b>Site specific issues</b>	Section 12	None identified.
<b>Safety issues</b>	Section 13	No current crashes and no identified potential for this to change.
identify issues	na	
remedial measures	na	

Proponent's name ..... Lucinda Cunningham + Amanda Deurloo

Company ..... Happy Tails Dog Day Care Date ..... 8/3/18

Transport assessor's name David Wilkins Company i3 consultants WA Date 08/03/18

### Happy Tails Dog Day Care – Revised Proposal

As the Application for the change of use wasn't a refusal at the 26<sup>th</sup> June Council Meeting we have made some changes to our proposal to comply with the City of Vincent's LA10 noise requirements.

The Adjustments that we are proposing will hopefully benefit the residents that surround the property who live behind a 5m brick wall, next to the funeral home and warehouses.

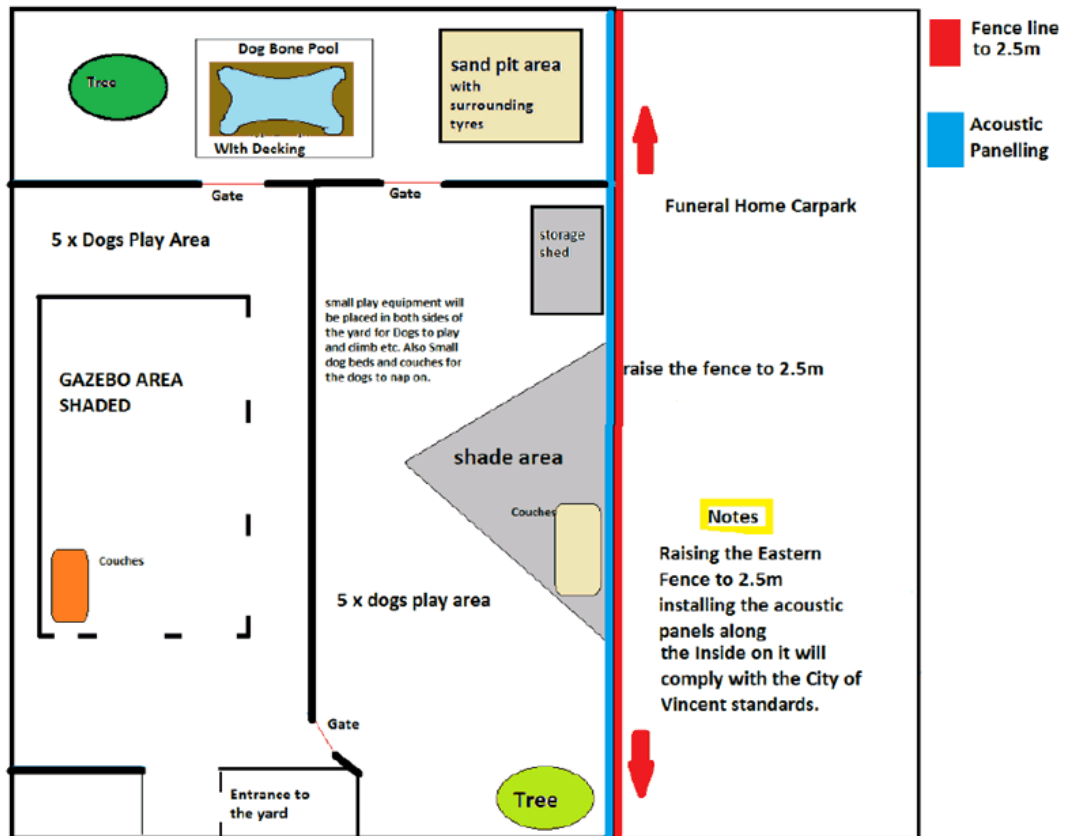
Our Aim is to work with the council and community in a positive way so that everyone can enjoy the service without having a negative impact on the residents. Out of the 230 + letters that went out only 10% of the community are concerned. We aim to reduce this 10% through the below measures.

Our acoustic engineer has demonstrated in his report (see attached) that if we raise the eastern fence to 2.5m we **Comply** with the standards set by the city, including the worst-case scenario of 10 dogs barking at one time.

We propose the following to ensure our noise levels are within limits and comply with the LA10 Requirements.

1. We will only have 10 dogs in the yard at one time.
2. All dogs will have an animal behaviourist in the yard with them at all times.
3. The other 20 will be kept inside and will go outside on a rotational basis (staying in 10 per group)
4. Raising the Eastern Fence to 2.5m to help Residents on the other side of the car park and also any noise that may affect the tenants in front of the house and away from the Backyard.
5. Placing Acoustic Panels down the eastern side of the property, designed to reduce noise levels by 30dB.
6. The Yard will be split in half, with 5 dogs on each side. (Please see attached Diagram)
7. All dogs undergo an extensive orientation process before attending Happy Tails Dog Day Care to rule out any behavioural issues.

We appreciate your reconsideration and look forward to working with the City of Vincent in this exciting new prospect for the community.





**ACOUSTIC REPORT**  
**FOR**  
**HAPPY TAILS DOG DAYCARE**  
**PTY LTD**

**16 HOWLETT ST**  
**NORTH PERTH WA 6006**

**2 July 2018**

**AES-170023-R01-1-02072018**

**Acoustic Engineering Solutions**  
[www.acousticengsolutions.com.au](http://www.acousticengsolutions.com.au)

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## DOCUMENT CONTROL

### Environmental Noise Impact Assessment

**Prepared for:** Happy Tails Dog Daycare Pty Ltd  
16 Howlett Street  
North Perth WA 6006

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**Revision:** 1

**Date:** 2 July 2018

**Doc NO:** AES-170023-R01-1-02072018

Acoustic Engineering Solutions

ABN: 64 451 362 914

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Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## EXECUTIVE SUMMARY

Acoustic Engineering Solutions (AES) has been commissioned by Happy Tails Dog Daycare Pty Ltd (HTDD) to prepare an acoustic report as a supporting document for the application of converting a premise into a Dog Daycare Centre (DDC). The DDC is proposed to accommodate up to 30 dogs, and open from 7:00am to 5:30pm for Mondays to Fridays excluding public holidays. This report presents an environmental noise assessment of the proposed DDC operations. The aim of this assessment is to determine whether or not the proposed DDC operations would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

An acoustic model has been created and two extreme worst-case scenarios have been modelled:

- Scenario 1: Two dog groups (20 dogs) play inside the DDC house while one dog group (10 dogs) plays outdoor in the backyard. The 10 dogs playing in the backyard are assumed to bark simultaneously. Modular acoustic panel walls are used to build 2.1m partition fences in the backyard, and also assumed to the inner surface (face to the backyard) of the existing eastern backyard fence providing an absorption coefficient of 0.8.
- Scenario 2: Scenario 1 with a 2.5m fence along the eastern backyard boundary. The modular acoustic panels are added to the inner surface (face to the backyard) of the 2.5m fence providing an absorption coefficient of 0.8.

The assumption of all 10 dogs in the backyard barking simultaneously rarely happens, especially at a dogcare centre where dogs are cared by experienced staffs. The above scenarios are expected to happen in much less than 10% of the DDC open hours.

For the above scenarios, the following sources are assumed:

- Three split air-conditioning units are operating; and
- In the grooming area inside DDC house, a dog is being trimmed by an electric trimmer and another dog is being washed in a basin.

Six neighbouring premises have been selected for the detailed assessment. Noise levels have been predicted for worst-case meteorological conditions. Dog barking noise is expected to exhibit tonality and impulsiveness, the predicted worst-case noise levels have been adjusted by adding 15 dB according to the Regulations. Then the adjusted noise levels have been assessed against the assigned noise levels  $L_{A1}$  set by the Regulations at all of the receiver locations for both scenarios. The compliance assessment concludes that full compliance is achieved for scenario 2 with the increase of existing eastern backyard fence to 2.5m.

Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report



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Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## 1.0 INTRODUCTION

Happy Tails Dog Daycare Pty Ltd (HTDD) has applied for converting a premise into a Dog Daycare Centre (DDC). The City of Vincent requires an acoustic report for undertaking a noise impact assessment to determine whether or not the proposed DDC operations would comply with the Environmental Protection (Noise) Regulations 1997 (the Regulations).

Acoustic Engineering Solutions (AES) has been commissioned by HTDD to prepare the acoustic report. This acoustic report presents an environmental noise impact assessment of the proposed DDC operations.

In March 2018, an acoustic model was developed to assess the environmental noise impact of the proposed operations<sup>1</sup>. Full compliance was predicted with one dog bark when they play in the backyard. In May 2018, an extreme case<sup>2</sup> was assessed where all (15) dogs are assumed to bark simultaneously when they play in the backyard. Although compliance was predicted for this extreme case at the selected noise-sensitive receivers, the worst-case noise contours indicated that potential noise exceedance may occur in three small backyard areas.

HTDD has revised the number of dogs playing outdoor, redesigned the dog play areas and proposed to install acoustic panels in the backyard. The acoustic model has accordingly been updated to reflect the revision and changes. This report presents the environmental noise impact assessment of the revised DDC operations.

### 1.1 DOG DAYCARE CENTRE

The DDC is proposed to operate at 16 Howlett Street North Perth. Figure 1 in APPENDIX A presents the aerial view of the proposed DDC site. The proposed DDC house is an old house with a large backyard, which is situated next to a large warehouse (in the West) and the parking premise (in the East) for a funeral home. A 1.8m high fence is installed along the eastern boundary (adjacent to the car park). Two gates secure either sides of the house. Three split air-conditioning units have been installed.

Figure 2 in APPENDIX A presents the proposed site layout and floor plan.

- Room 1: Reception.
- Room 2: Waiting area/orientation room.
- Room 3: Storage.
- Room 4: Indoor play area.
- Room 5: Store room.
- Room 6: Grooming area.

<sup>1</sup> Acoustic Report for Happy Tails Dog Daycare Pty Ltd, AES 170023-R01-A-21032018, March 2018, AES Report.

<sup>2</sup> Acoustic Report for Happy Tails Dog Daycare Pty Ltd, AES 170023-R01-O-16052018, May 2018, AES Report

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



The proposed DDC house is a brick and tile structure. The external walls are double brick walls. The ceilings are (mostly flat) plaster board and fully insulated with fibreglass batts. All doors are made of solid timbers. All windows are glazed with timber frames. During the operation hours, all windows and doors are closed.

The DDC is proposed to accommodate up to 30 dogs, and open from 7:00am to 5:30pm on Mondays to Fridays excluding public holidays. The DDC will offer grooming; behavioural training and general day to day care of dogs. The DDC has 6 car parking bays at front of property for drop off and pick up.

## 1.2 DDC BACKYARD

To reduce dog barking noise emission, modular acoustic panels<sup>3</sup> are proposed to divide the DDC backyard into several areas, as shown in Figure 3. The modular acoustic panels will be built of 2.1m high and provide absorption coefficient of 0.8 for both surfaces. A gazebo area shed will replace the existing shed, which will be relocated next to the existing fence. A dog bone pool and a sand pit area will be located on the back of the yard.

The 30 dogs will be divided to three playing groups. Each group has 10 dogs. During the care hours, only one dog group is allowed to play outdoor (in the backyard) while the other two groups play inside the DDC house.

<sup>3</sup> ACOUSTIC WALLS & SPECIALISED PANEL SOLUTIONS, ModularWalls™.



Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report



## 2.0 NOISE CRITERIA

Noise management in Western Australia is implemented through the Environmental Protection (Noise) Regulations 1997 (the Regulations). The Regulations set noise limits which are the highest noise levels that can be received at noise-sensitive (residential), commercial and industrial premises. These noise limits are defined as 'assigned noise levels' at receiver locations. Regulation 7 requires that "noise emitted from any premises or public place when received at other premises must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind".

Table 2-1 presents the assigned noise levels at various premises.

**Table 2-1: Assigned noise levels in dB(A)**

Type of Premises Receiving Noise	Time of Day	Assigned Noise Levels in dB(A) <sup>4</sup>		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
Noise sensitive premises: highly sensitive area	0700 to 1900 hours Monday to Saturday	45 + Influencing factor	55 + Influencing factor	65 + Influencing factor
	0900 to 1900 hours Sunday and public holidays	40 + Influencing factor	50 + Influencing factor	60 + Influencing factor
	1900 to 2200 hours all days	40 + Influencing factor	50 + Influencing factor	60 + Influencing factor
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	35 + Influencing factor	45 + Influencing factor	55 + Influencing factor
Noise sensitive premises: any area other than highly sensitive area	All hours	60	75	80
Commercial premises	All hours	60	75	80
Industrial and utility premises other than those in the Kwinana Industrial Area	All hours	65	80	90

<sup>4</sup> Assigned level L<sub>A1</sub> is the A-weighted noise level not to be exceeded for 1% of a delegated assessment period. Assigned level L<sub>A10</sub> is the A-weighted noise level not to be exceeded for 10% of a delegated assessment period. Assigned level L<sub>Amax</sub> is the A-weighted noise level not to be exceeded at any time.

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Project: Acoustic Report



For highly noise sensitive premises, an “influencing factor” is incorporated into the assigned noise levels. The influencing factor depends on road classification and land use zonings within circles of 100 metres and 450 metres radius from the noise receiver locations.

## 2.1 CORRECTIONS FOR CHARACTERISTICS OF NOISE

Regulation 7 requires that that “noise emitted from any premises or public place when received at other premises must be free of:

- (i) tonality;
- (ii) impulsiveness; and
- (iii) modulation.

when assessed under Regulation 9”.

If the noise exhibits intrusive or dominant characteristics, i.e. if the noise is impulsive, tonal, or modulating, noise levels at noise-sensitive premises must be adjusted. Table 2-2 presents the adjustments incurred for noise exhibiting dominant characteristics. That is, if the noise is assessed as having tonal, modulating or impulsive characteristics, the measured or predicted noise levels have to be adjusted by the amounts given in Table 2-2. Then the adjusted noise levels must comply with the assigned noise levels. Regulation 9 sets out objective tests to assess whether the noise is taken to be free of these characteristics.

**Table 2-2: Adjustments for dominant noise characteristics**

Adjustment where noise emission is not music. These adjustments are cumulative to a maximum of 15 dB.			Adjustment where noise emission is music	
Where tonality is present	Where Modulation is present	Where Impulsiveness is present	Where Impulsiveness is not present	Where Impulsiveness is present
+5 dB	+5 dB	+10 dB	+10 dB	+15 dB

## 2.2 INFLUENCING FACTOR

Six neighbouring premises surrounding the DDC house have been selected for detailed assessment of noise impact, as shown in Figure 1 in APPENDIX A. R2, R4 and R6 are noise sensitive premises and the others are commercial premises.

Charles Street is classified as the Major Road from the Main Road traffic flow data ([mrapps.mainroads.wa.gov.au/TrafficMap/](http://mrapps.mainroads.wa.gov.au/TrafficMap/), Site 0114, South of Elizabeth Street (SLK 1.68)). R6 is less than 98m away from Charles Street while the others are 110m to 170m away from Charles Street. Therefore, the transport factor is 6dB for R6 but 2 dB for R2 and R4.

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Figure 4 in APPENDIX A presents map 1 of the town planning scheme and zone of the City of Vincent. The proposed DDC house is located in a commercial zone. No industrial zone is present in the vicinity of the selected closest noise sensitive premises. Table 2-3 presents the calculation of influencing factors and Table 2-4 presents the calculated assigned noise levels  $L_{A1}$  for the closest noise-sensitive and commercial premises.

**Table 2-3: Calculation of influencing factors.**

Closest Residents	Transport Factor in dB	Commercial Land			Influencing Factor in d(B)
		Within 100m Radius	Within 450m Radius	dB	
R2	2	33%	0.08%	2	4
R4	2	56%	0.08%	3	5
R6	6	80%	0.08%	4	10

**Table 2-4: Assigned day-time noise levels  $L_{A1}$  for Mondays to Saturdays.**

Closest Residences	Day <sup>5</sup> Monday to Saturday
	$L_{A1}$
R1	75
R2	59
R3	75
R4	60
R5	75
R6	65

<sup>5</sup> 0700 to 1900 hours for Monday to Saturday.

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## 3.0 NOISE MODELLING

### 3.1 METHODOLOGY

An acoustic model has been developed using SoundPlan v8.0 program, and the CONCAWE<sup>6,7</sup> prediction algorithms have been selected for this study. The acoustic model has been used to predict noise levels at the selected receiver locations and generate noise level contours for the area surrounding the proposed DDC site.

The acoustic model does not include noise emissions from any sources other than from the DDC operations. Therefore, noise emissions from neighbouring commercial premises, aircrafts, road traffics, etc are excluded from the modelling.

### 3.2 NOISE MODELLING SCENARIOS

Five worst-case operational scenarios have been modelled and presented in the AES previous reports<sup>1,2</sup>. In this report, the following two worst-case operational scenarios are modelled:

Scenario 1: 20 dogs (two dog groups) play inside the DDC house while the other 10 dogs (one dog group) play outdoor in the backyard. The 10 dogs in the backyard are assumed to bark simultaneously. The 2.1m modular acoustic panel walls are installed in the backyard, as shown in Figure 3. The modular acoustic panels are also assumed to the inner surface (face to the backyard) of the existing eastern backyard fence providing an absorption coefficient of 0.8.

Scenario 2: Scenario 1 with a 2.5m fence along the eastern backyard boundary, as shown in Figure 5 in APPENDIX A. The modular acoustic panels are added to the inner surface (face to the backyard) of the 2.5m fence providing an absorption coefficient of 0.8

The assumption of all 10 dogs in the backyard barking simultaneously rarely happens, especially at a dogcare centre where dogs are attended and cared by experienced staffs.

For the above scenarios, the following sources are assumed:

- Three split air-conditioning units are operating; and
- In the grooming area inside the DDC house, a dog is being trimmed by an electric trimmer and another dog is being washed in a basin.

HTDD has advised that all of windows and doors of the DDC house are fully closed during the open hours.

<sup>6</sup> CONCAWE (Conservation of Clean Air and Water in Europe) was established in 1963 by a group of oil companies to carry out research on environmental issues relevant to the oil industry.

<sup>7</sup> The propagation of noise from petroleum and petrochemical complexes to neighbouring communities, CONCAWE Report 4/81, 1981.

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



### 3.3 INPUT DATA

#### 3.3.1 Topography

HTDD advised that the proposed DDC site and surrounding area are flat. Therefore, a flat ground has been assumed in the acoustic model with averaged absorption of 0.6.

The buildings in the area of interest (including the DDC house) have been digitised to the acoustic model together with the (1.8m) property fences including the DDC boundary fence.

#### 3.3.2 Noise Sensitive Premises

In consulting with HTDD, six neighbouring premises have been selected for the detailed assessment, as shown in Figure 1 in APPENDIX A. R2, R4 and R6 represent the noise sensitive premises and the others are the commercial premises.

#### 3.3.3 Source Sound Power Levels

Site measurements of sound power levels are not possible because the HTDD dog daycare centre is not in operation yet.

Table 3-1 presents the sound power levels, which are obtained from the information provided by HTDD and from the AES database for similar equipment. The noises from dog barking, dryer and air-conditioners are expected to have tonality characteristics.

**Table 3-1: Sound power levels.**

Names	Octave Frequency Band Sound Power Levels in dB(lin)								Overall	
	63	125	250	500	1k	2k	4k	8k	dB(lin)	dB(A)
Dog Barks	70.6	66.4	64.0	82.3	90.1	84.7	69.4	59.0	91.8	91.8
Dryer	67.5	69.9	66.7	69.4	73.1	75.2	78.9	73.7	82.6	82.6
Hair Trimmer	69.6	69.8	67.5	65.6	64.4	62.2	57.2	48.7	75.2	69.3
Dog-Bath	73.7	76.9	75.1	70.8	69.5	70.0	68.8	66.3	81.7	76.7
Air-conditioner	73.3	70.9	64.9	58.9	57.0	53.2	47.6	39.3	75.8	63.0

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



### 3.4 METEOROLOGY

SoundPlan calculates noise levels for defined meteorological conditions. In particular, temperature, relative humidity, wind speed and direction data are required as input to the model. For this study the worst-case meteorological conditions<sup>8</sup> have been assumed, as shown in Table 3-2.

**Table 3-2: Worst-case meteorological conditions.**

Time of day	Temperature Celsius	Relative Humidity	Wind speed	Pasquill Stability Category
Day (0700 --- 1900)	20° Celsius	50%	4 m/s	E

<sup>8</sup> The worst case meteorological conditions were set by the EPA (Environmental Protection Act 1986) Guidance note No 8 for assessing noise impact from new developments as the upper limit of the meteorological conditions investigated.



Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report



## 4.0 MODELLING RESULTS

### 4.1 POINT MODELLING RESULTS

Table 4-1 presents the predicted worst-case noise levels. The highest worst-case noise level is predicted of at R5 for both scenarios. The predicted results indicate that the increase of eastern backyard fence height (scenario 2) reduces noise received at every receiver locations, especially at R4 to R6.

**Table 4-1: Predicted worst-case noise levels in dB(A).**

Receivers	Predicted Worst-case Noise Levels in dB(A)	
	Scenario 1	Scenario 2
R1	41.4	41.0
R2	40.0	39.5
R3	47.9	46.9
R4	46.4	41.9
R5	53.2	48.7
R6	44.2	40.0

### 4.2 NOISE CONTOURS

Figure 6 and Figure 7 in APPENDIX B present the worst-case noise level contours. These noise contours represent the worst-case noise propagation envelopes, i.e., worst-case propagation in all directions simultaneously.

Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report



## 5.0 COMPLIANCE ASSESSMENT

### 5.1 ADJUSTED NOISE LEVELS

Dog-barking noise is the dominant noise source in DDC. Dog barking noise may exhibit tonality and impulsive characteristics at receiver locations when it is much higher than local background noise levels. If the tonality and impulsiveness of dog barking noise are audible at the receiver locations, the predicted noise levels shown in Table 4-1 should be adjusted by adding 15 dB (5dB for tonality and 10 dB for impulsiveness) according to Table 2-2.

Table 5-1 presents the adjusted worst-case A-weighted noise levels.

**Table 5-1: Adjusted worst-case noise levels in dB(A).**

Receivers	Adjusted Worst-case Noise Levels in dB(A)	
	Scenario 1	Scenario 2
R1	56.4	56.0
R2	55.0	54.5
R3	62.9	61.9
R4	61.4	56.9
R5	68.2	63.7
R6	59.2	55.0

### 5.2 COMPLIANCE ASSESSMENT

As indicated in section 3.2, the assumption of all 10 dogs in the backyard barking simultaneously rarely happens at a dogcare centre. The two scenarios are expected to happen in much less than 10% of the DDC open hours (much less than 24 minutes over every 4 hour period). Therefore, the assigned noise levels  $L_{A1}$  should apply.

The DDC is open from 7:00am to 5:30pm for Mondays to Fridays excluding public holidays. Therefore, no assessment is required for the evening and night periods (7:00pm to 7:00am) and for Sundays and public holidays.

Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report



Table 5-2 presents a compliance assessment for the daytime period on Mondays to Fridays. The value above the assigned noise level is expressed in ***Bold Italic***. For scenario 1 the adjusted noise level is above the assigned noise level by 1.4 dB at R4. For scenario 2 the adjusted noise level is below the assigned noise level at all of the receiver locations.

**Table 5-2: Compliance assessment for Mondays to Saturdays.**

Receivers	Assigned Noise Levels $L_{A1}$ in dB(A)	Adjusted Worst-case Noise Levels in dB(A)	
		Scenario 1	Scenario 2
R1	75	56.4	56.0
R2	59	55.0	54.5
R3	75	62.9	61.9
R4	60	<b><i>61.4</i></b>	56.9
R5	75	68.2	63.7
R6	65	59.2	55.0

Figure 6 in APPENDIX A shows that for scenario 1 the 45 dB(A) noise contours reach the backyard of R4 indicating the adjusted noise level is above 60 dB(A). The backyard of R4 has the calculated day-time assigned noise level  $L_{A1}$  of 60 dB(A). Therefore, exceedance is predicted at the backyard of R4 for scenario 1.

Figure 6 in APPENDIX A shows that for scenario 1 the 60 dB(A) noise contours cover a small area of driveway of the neighbouring car park. This means that the adjusted level is above 75 dB(A) in this small area. At the neighbouring car park the day-time assigned noise level  $L_{A1}$  is 75 dB(A). Therefore, compliance cannot be achieved at the neighbouring car park for scenario 1.

Figure 7 in APPENDIX A shows that the 60 dB(A) noise contours are confined inside the DDC premise for scenario 2. This means that the noise level is less than 60 dB(A) (or the adjusted level is below 75 dB(A)) at the neighbouring car park. Therefore, compliance is achieved at the neighbouring car park for scenario 2.

Figure 7 in APPENDIX A shows that the 45 dB(A) noise contours are out of all closest noise sensitive premises where the minimum day-time assigned noise level  $L_{A1}$  is 59 dB(A) (4 dB influencing factor including 2dB transport factor). This indicates that the adjusted noise levels at all closest noise sensitive premises will be below the day-time assigned noise level  $L_{A1}$ . It can be concluded that full compliance is achieved for scenario 2.

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



## 6.0 DISCUSSIONS

The assessments in the previous section are made based on the adjusted noise levels. An adjustment of 15 dB has applied to the predicted noise levels at all receiver locations. This is based on the assumption that the dog barking noise is much higher than local background noise. If local background noise is close to the predicted dog barking noise, the impulsiveness and tonality of dog barking noise may not be audible (measured), and then the 15 dB adjustment should not apply to the predicted noise levels. For most urban areas, day-time background noise level ranges from 40 dB(A) to 50 dB(A).

To prevent a group-dog barking, HTDD should develop and implement a noise management plan, including:

- Dog training programs.
- Dog daily exercise programs.
- Set a cooling area.
- "Barking prevent" procedures.

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report

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## APPENDIX A AERIAL VIEW



Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report

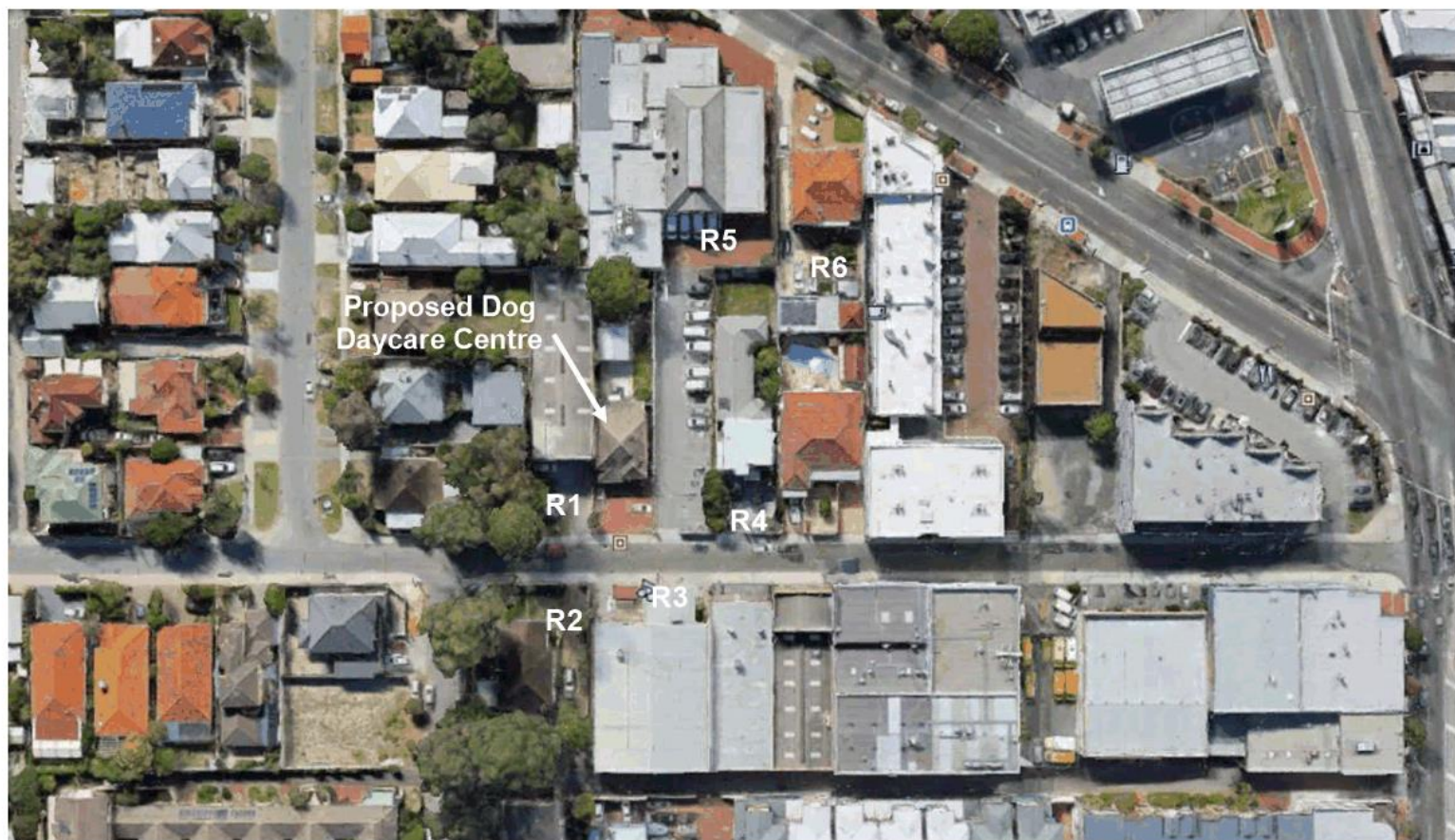


Figure 1: Aerial view of the proposed DDC site.





Client: Happy Tails Dog Daycare Pty Ltd  
 Project: Acoustic Report

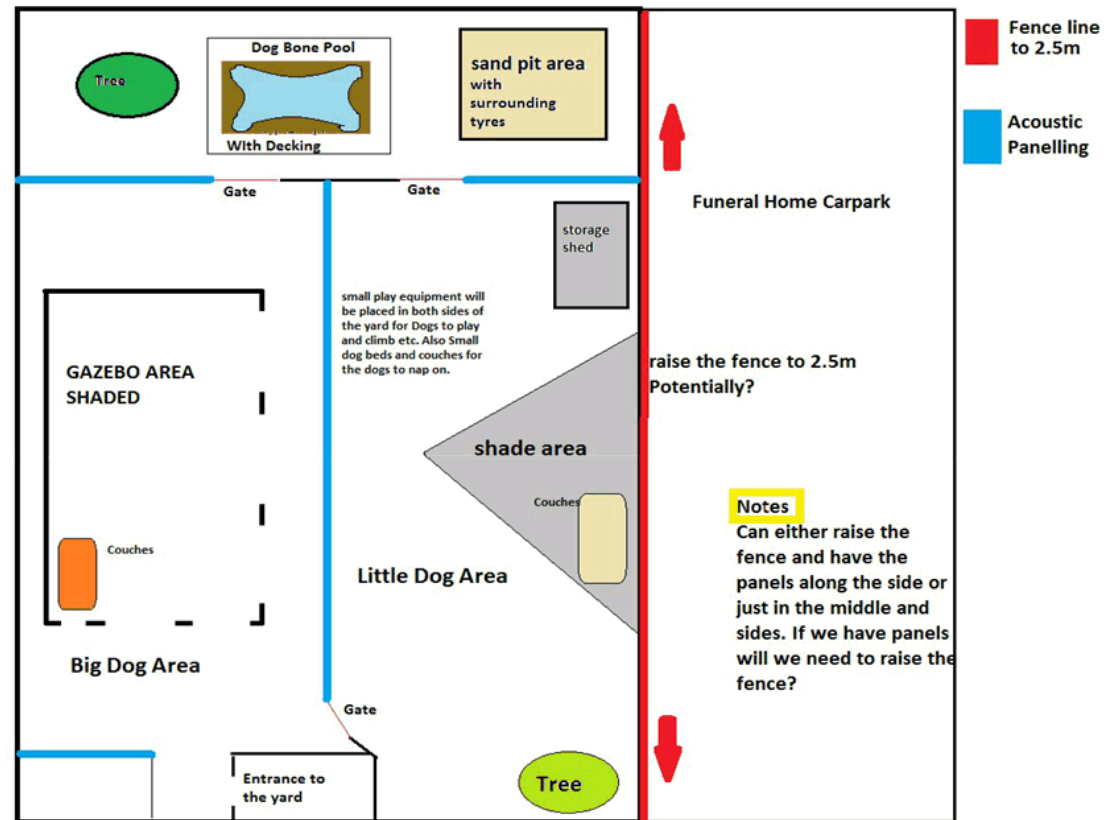


Figure 3: Backyard dog play areas.



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Project: Acoustic Report



**Figure 5: Location of proposed 2.5m fence (red line).**

Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report

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## **APPENDIX B      NOISE CONTOURS**



Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



Figure 6: Worst-case noise contours for scenario 1.



Client: Happy Tails Dog Daycare Pty Ltd  
Project: Acoustic Report



Figure 7: Worst-case noise contours for scenario 2.

**5.10 NO. 2 (LOT: 500; D/P: 66716) EDWARD STREET, PERTH - PROPOSED THIRD PARTY SIGNAGE TO MIXED USE DEVELOPMENT**

TRIM Ref: D18/83678

Author: Fiona Atkins, Urban Planner

Authoriser: Luke Gibson, A/Director Development Services

Ward: South

Attachments:

1. Attachment 1 - Consultation and Location Map [↓](#) 
2. Attachment 2 - Development Plans [↓](#) 
3. Attachment 3 - Signage Strategy [↓](#) 
4. Attachment 4 - CF Town Planning & Development DA Submission [↓](#) 
5. Attachment 5 - Main Roads WA Referral Response [↓](#) 
6. Attachment 6 - Summary of Submissions - Officer Comments [↓](#) 

**RECOMMENDATION:**

That Council in accordance with the provisions of the City of Vincent Local Planning Scheme No. 2 and the Metropolitan Region Scheme, REFUSES the application for Third Party Billboard Signage at No. 2 (Lot: 500; D/P: 66716) Edward Street, Perth as shown in Attachment 2, for the following reasons:

1. The proposal is contrary to the orderly and property planning of the area for the following reasons:
  - 1.1 the scale of the proposed signage will have a negative visual impact and detract from the amenity of the surrounding area; and
  - 1.2 the LED signage has the potential to endanger the safety of the public using Graham Farmer Freeway; and
2. The sign does not comply with the requirements of the City's Policy No. 7.5.2 – Signs and Advertising, as it constitutes a Billboard advertising third party signage.

**PURPOSE OF REPORT:**

To consider an application for development approval for a billboard sign at No. 2 Edward Street, Perth.

**PROPOSAL:**

The application proposes the development of a 1.8 metre high by 9 metre long billboard sign which is proposed to display digital third party advertising. The billboard sign is proposed to be located on top of the roof of the building, setback 3.7 metres from the southern edge of the building and facing towards the Graham Farmer Freeway. The overall height of the development, measured from the natural ground level to the top of the proposed billboard signage on top of the building, will be approximately 17.7 metres.

The applicant has advised that the sign will advertise for a maximum of ten organisations at a time, with one advertisement being displayed at any given time. Each advertisement having a dwell time of 40 seconds, and the illumination proposed will be steady rather than flashing, intermittent or running.

The development plans that were lodged and advertised are included as **Attachment 2**, and the applicant's signage strategy is included as **Attachment 3**.

**BACKGROUND:**

<b>Landowner:</b>	The owners of 2 Edward Street, Perth, Strata Plan No. 66931
<b>Applicant:</b>	Boris Spaseski and Zana Spaseska
<b>Date of Application:</b>	12 April 2018
<b>Zoning:</b>	MRS: Urban LPS2: Zone: Mixed Use R Code: R100
<b>Built Form Area:</b>	Mixed Use Area
<b>Existing Land Use:</b>	Mixed Use Development
<b>Proposed Use Class:</b>	Billboard
<b>Lot Area:</b>	774m <sup>2</sup>
<b>Right of Way (ROW):</b>	No
<b>Heritage List:</b>	No

The subject site is located at the corner of Edward Street and Claisebrook Road, adjacent to the Graham Farmer Freeway to the south of the property and a dance studio directly abutting the site to the north-west (refer to **Attachment 1**). The site to the north of the property is 123 Claisebrook Road, which has an existing development approval granted by the Metrowest JDAP on the 20 December 2017 for the partial demolition of the existing building and construction of a four storey mixed use building, including one office and twelve multiple dwellings. The subject site also abuts a vacant site to the south west which has no current development approvals.

The site and surrounding area are zoned 'Mixed Use' and is characterised by a mix of commercial development up to six storeys in height, with the total height limit for the area being eight storeys as per the City's Policy No. 7.1.1 – Built Form. Some low rise residential development is located within the locality, facing away from the subject lot along Gladstone Street.

On 26 February 2013, Council resolved to approve demolition of the (then) existing building on the subject site and the construction of a three storey mixed use development comprising three commercial tenancies, five multiple dwellings and associated car parking. This development was subsequently constructed.

On 30 October 2015, the City received an application (5.2015.493.1) for development approval to erect two signs on top of the three storey building, with Sign 1 being 3 metres high and 9 metres long and Sign 2 being 1.2 metres high and 30 metres long. Sign 1 was proposed to be a billboard sign, which is defined by the City's Policy No. 7.5.2 – Signs and Advertising, as follows.

*"Billboard: means a sign erected for the purpose of advertising products or services which are not being offered on a site on which the sign is erected."*

The signs were proposed to advertise for the businesses operating on the subject lot, with no third party advertising proposed. The City approved the application under Delegated Authority on 16 March 2016, with a condition that Sign 1 was reduced to 1.8m in height.

On 9 June 2016, the City received an application to amend the above approval so as to allow Sign 1 to have a height of 3 metres. The City refused that application as the scale of the proposed signage was considered to have a negative visual impact and detract from the amenity of the surrounding area.

The 16 March 2016 approval (5.2015.493.1) expired on 16 March 2018, and development relating to the signage was not substantially commenced prior to the expiration of the approval.

The current application involves the same sized signage as was previously approved by Council but is different insofar as it proposes third party advertising.

**DETAILS:****Summary Assessment**

The table below summarises the planning assessment of the proposal against the provisions of the City of Vincent Local Planning Scheme No. 2 (LPS2) and the City's Policy No 7.5.2 Signs and Advertising. In each instance where the proposal requires the discretion of Council, the relevant planning element is discussed in the Detailed Assessment section following from this table.

Planning Element	Use Permissibility/ Deemed-to-Comply	Requires the Discretion of Council
Signage (Billboard)		✓

### Detailed Assessment

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

Policy No: 7.5.3 Signs and Advertising	
Deemed-to-Comply Standard	Proposal
Part 3. iii) Bill Posting and Billboards  Bill Posting, Billboards and the structures of a similar or identical type are not permitted within the City of Vincent.	The application involved a Billboard sign.

The above element of the proposal does not meet the specified deemed-to-comply standards and is discussed in the Comments section below.

### CONSULTATION/ADVERTISING:

Community consultation was undertaken in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*, for a period of 21 days commencing on 14 June 2018 to 4 July 2018. Community consultation was undertaken by means of written notifications being sent to surrounding landowners and a notice on the City's website. At the conclusion of the community consultation period, five submissions were received by the City comprising of four objections and one supporting the proposal. The main issues raised as part of the consultation relate to:

- The sign having a negative impact on the area, and not being in line with the areas progression.
- Affecting the views of multi-level development proposed in the area.

A summary of the submissions and Administration's comments on each is included as **Attachment 6**.

### Main Roads WA Referral

The application was referred to Main Roads WA on 6 June 2018 on the basis that it could potentially have an impact on the function of a Primary Regional Road. A response was received by the City on 5 July 2018.

### Design Review Panel (DRP):

Referred to DRP: No

### LEGAL/POLICY:

- *Planning and Development Act 2005*;
- *Planning and Development (Local Planning Schemes) Regulations 2015*;
- City of Vincent Local Planning Scheme No. 2;
- Policy No. 4.1.5 – Community Consultation;
- Policy No. 7.1.1 – Built Form; and
- Policy No. 7.5.2 – Signs and Advertising.

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

### Local Planning Scheme No. 2

LPS2 includes the following objectives for the Mixed Use zone:

- *To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels.*

- *To allow for the development of a mix of varied but compatible land uses such as housing, offices, showrooms, amusement centres, eating establishments and appropriate industrial activities which do not generate nuisances detrimental to the amenity of the district or to the health, welfare and safety of its residents.*
- *To provide for a compatible mix of high density residential and commercial development.*
- *To promote residential use as a vital and integral component of these mixed use zones.*
- *To ensure development design incorporates sustainability principles, with particular regard to waste management and recycling and including, but not limited, to solar passive design, energy efficiency and water conservation.*
- *To ensure the provision of a wide range of different types of residential accommodation, including affordable, social and special needs, to meet the diverse needs of the community.*

**Delegation to Determine Applications:**

The matter is being referred to Council as the development of a billboard is not able to be determined under Delegated Authority, as per Part 6.2 of the City of Vincent's Delegated Authority Register.

**RISK MANAGEMENT IMPLICATIONS:**

It is Administration's view that there are minimal risks to Council and the City's business function when Council exercises its discretionary power to determine a planning application.

**STRATEGIC IMPLICATIONS:**

The City's Strategic Plan 2013-2023 states:

*"Natural and Built Environment*

1.1 *Improve and maintain the natural and built environment and infrastructure."*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

Nil.

**COMMENTS:**

The City's Policy No. 7.5.2 – Signs and Advertising does not permit billboards as of right within the City of Vincent. Under Policy No. 7.5.2 – Signs and Advertising, departures from the policy requirement can be considered where it is determined the departure is appropriate to the setting of the sign.

Applicant's Justification

The applicant has provided justification regarding the appropriateness of the setting of the subject site for a billboard sign displaying third party advertising through a consultant's report completed by CF Town Planning & Development and, as per the requirements of Policy No 7.5.2, a signage strategy that details how the sign will be managed in order to have minimal impact upon the surrounding area.

Justification provided from the applicant in support of the proposed billboard sign is summarised as follows:

- The sign will not have an adverse impact on the surrounding area as the locality is characterised by an eclectic mix of commercial and industrial developments. As such, the sign will not have an adverse impact on the local streetscape in terms of visual distraction or visual pollution.
- One sign is being proposed and this will not result in a proliferation of signs.

- The subject land protrudes forward of the existing lots along Edward Street, therefore allowing the sign to be visible from the Graham Farmer Freeway, but having limited impact on the surrounding lots.
- The sign will provide visual interest and activity to the area, thereby adding much needed security to the area.
- The area comprises no clear architectural character and therefore the sign will not infringe upon an established style of development.
- The size of the sign equates to approximately 1.8 percent of the façade of the existing building on the subject site, and therefore will not dominate the locality.
- The sign will be able to be programmed to comply with Main Roads WA requirements in regards to luminescence.
- The sign will comply with the Australian Standards regarding advertising content, and the billboard sign will add visual interest and colour to an otherwise dormant and underdeveloped area of the City.
- The City has previously approved billboard signs within the district, specifically a billboard sign at Nos. 596-598 Newcastle Street, Perth.

#### Main Roads WA Comments

Main Roads WA provided comment on 5 July 2018 advising that it do not support the proposed sign as it proposed to be located within a Device Restriction Area (DRA). DRAs are intended to restrict the development of advertisements in close proximity to major roads. The proposed sign is within the Device Restriction Area abutting the off-ramp and directional traffic signs in relation to the Graham Farmer Freeway. The proposed location of the sign within this Device Restriction Area means that the sign may pose safety concerns for the traffic on the freeway.

It should be noted that Main Roads' comments also refer to Sign 2, however, that sign does not form part of the current application.

#### Administration's Comments

The locality is characterised by medium rise commercial development and low rise residential development, with its future vision being a Mixed Use Area under the City's Policy No. 7.1.1 – Built Form. The advertising for commercial tenancies in the immediate area promote only the businesses and services offered at the respective sites. Additionally, they are not in a billboard format nor are they digital, and do not protrude above the roof line of the existing buildings. As such, signage for the subject lot and its surrounding area currently provides for advertising in a manner that is proportionate to and bears relevance to the premises on which they are located. The proposed sign will be illuminated and intended to display third party advertising that does not relate to the site. The City's Policy No. 7.5.2 – Signs and Advertising does not permit such billboard advertising proposals. In addition, the proposed billboard sign is inconsistent with the established character of the immediate area and does not contribute or enhance its amenity.

The subject site is located approximately 16.5 metres from the Graham Farmer Freeway and the proposed billboard will be at a height of 17.7 metres measured to the top of the sign (on top of the existing building) from ground level. The sign is also oriented towards Graham Farmer Freeway and therefore would be clearly visible and prominent as viewed from the freeway, as well as from existing adjacent commercial properties and future adjacent residential properties. The primary purpose of the billboard sign is to attract the attention of motorists using Graham Farmer Freeway, and Main Roads WA has indicated that the subject site's location is within a Device Restriction Area, established to control development and protect against driver distraction at the off-ramp of the Graham Farmer Freeway.

With regards to the digital and illuminated nature of the sign, Policy No. 7.5.2 – Signs and Advertising sets out that an illuminated sign should not change more than once in a five minute period. The proposed billboard will have up to ten advertisements, with only one advertisement being displayed at a time and for a period of forty seconds. The proposed frequency of rotation does not comply with the policy requirements.

As the applicant has noted, the City has previously approved billboard signs at Nos. 596-598 Newcastle Street, Perth. On 6 March 2018, Council resolved to conditionally approve an application for an extension of time for two billboard signs that have been in-situ since 2004. It is important to note that the report to Council on that matter acknowledged the following:

- The signs are billboards and present third party advertising, however, they are not digital, with the advertisements being static and displaying one advertisement at a time.

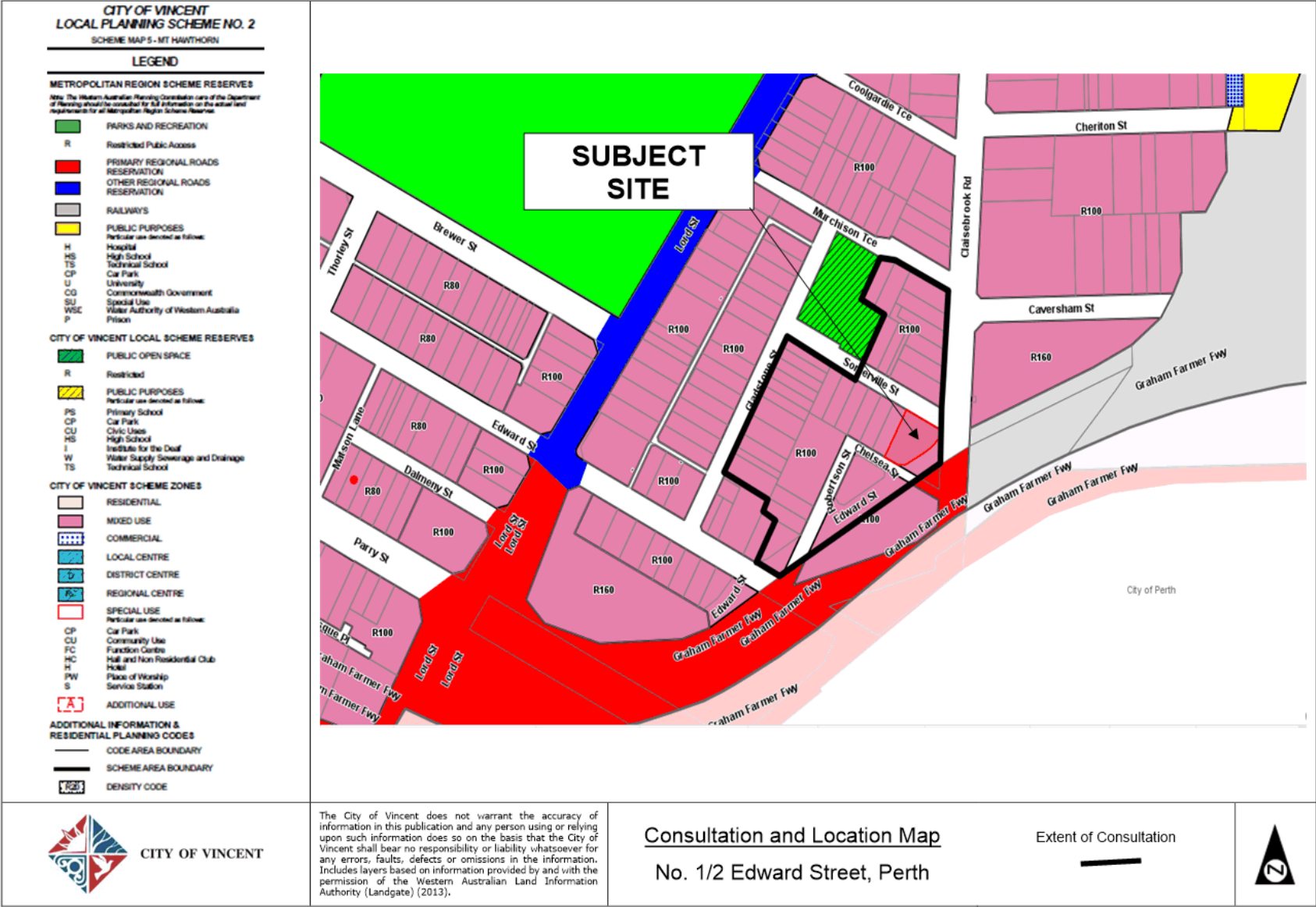


- The billboards have been on the site with approval from the City for the past 14 years and formed part of the established streetscape.
- The billboards are not visible from the nearby residential properties.
- Vehicle access to the site is constrained given its location on the corner of Loftus and Newcastle Streets.
- The site is identified as being within the Activity Corridor Area under Policy No. 7.1.1 – Built Form with six storeys permitted for the site.

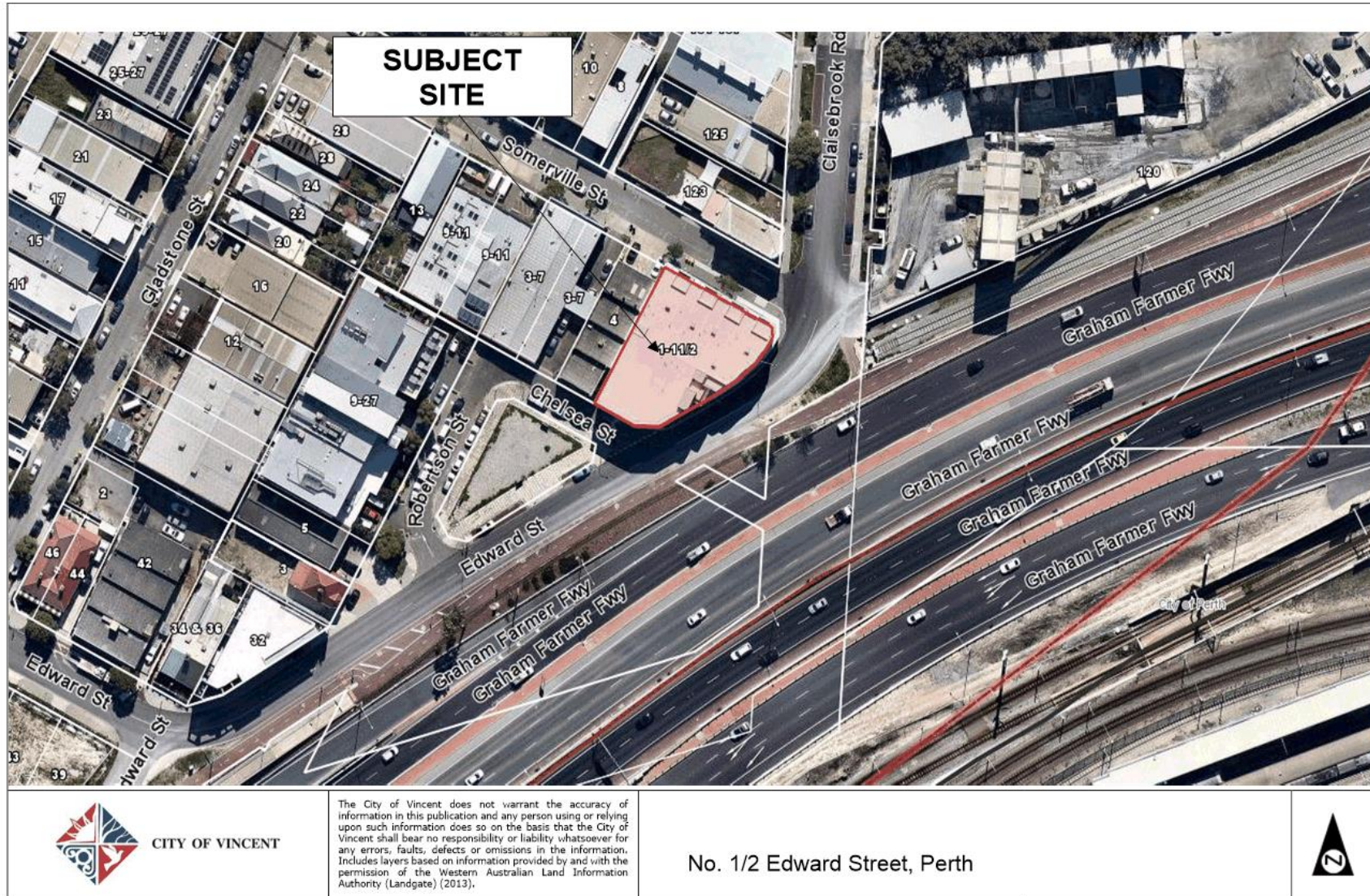
In approving the application, a time limitation was imposed so as to allow the site to be used for the interim until the development context of this area changes in line with optimal development outcome envisaged in Policy No. 7.1.1 – Built Form.

It is considered that these particular circumstances do not extend to the proposed billboard signage at No. 2 Edward Street, Perth and its context. Furthermore, approving the proposed billboard signage in prominent locations along transit corridors on the basis that the site benefits from high exposure may encourage the proliferation of similar billboard signage proposals on buildings in the area and throughout the district.

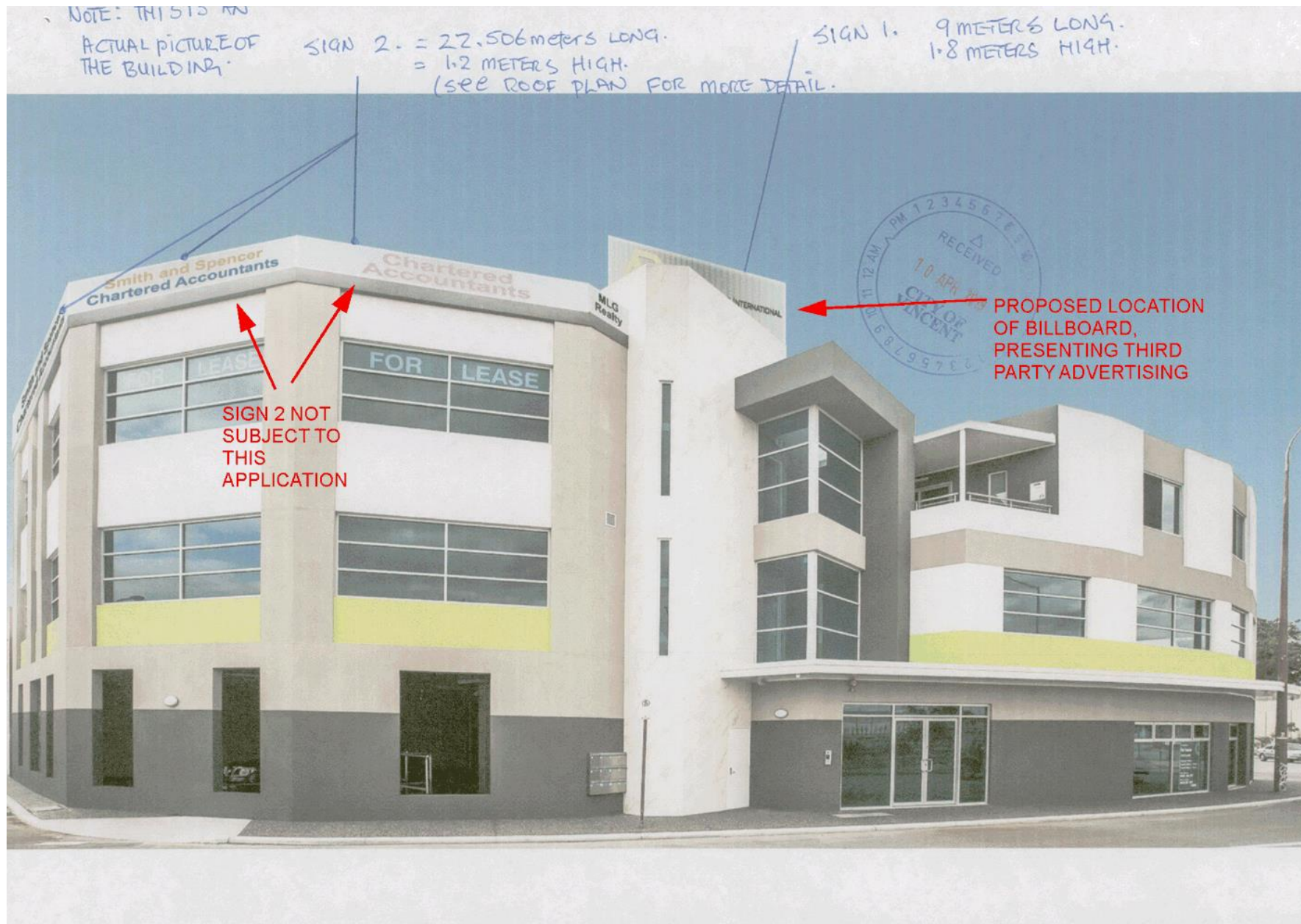
There are no other existing billboard signs in the immediate area surrounding the proposed development site. The third party advertisements, digital illumination and changing display proposed for the billboard sign to be situated on top of the existing three storey building at No. 2 Edward Street, Perth will result in a sign that is noticeably inconsistent with the area. The proposed development is therefore considered to be incompatible with the setting of the locality and is not considered to be an appropriate addition to the area. In light of this, the proposed development is recommended for refusal.

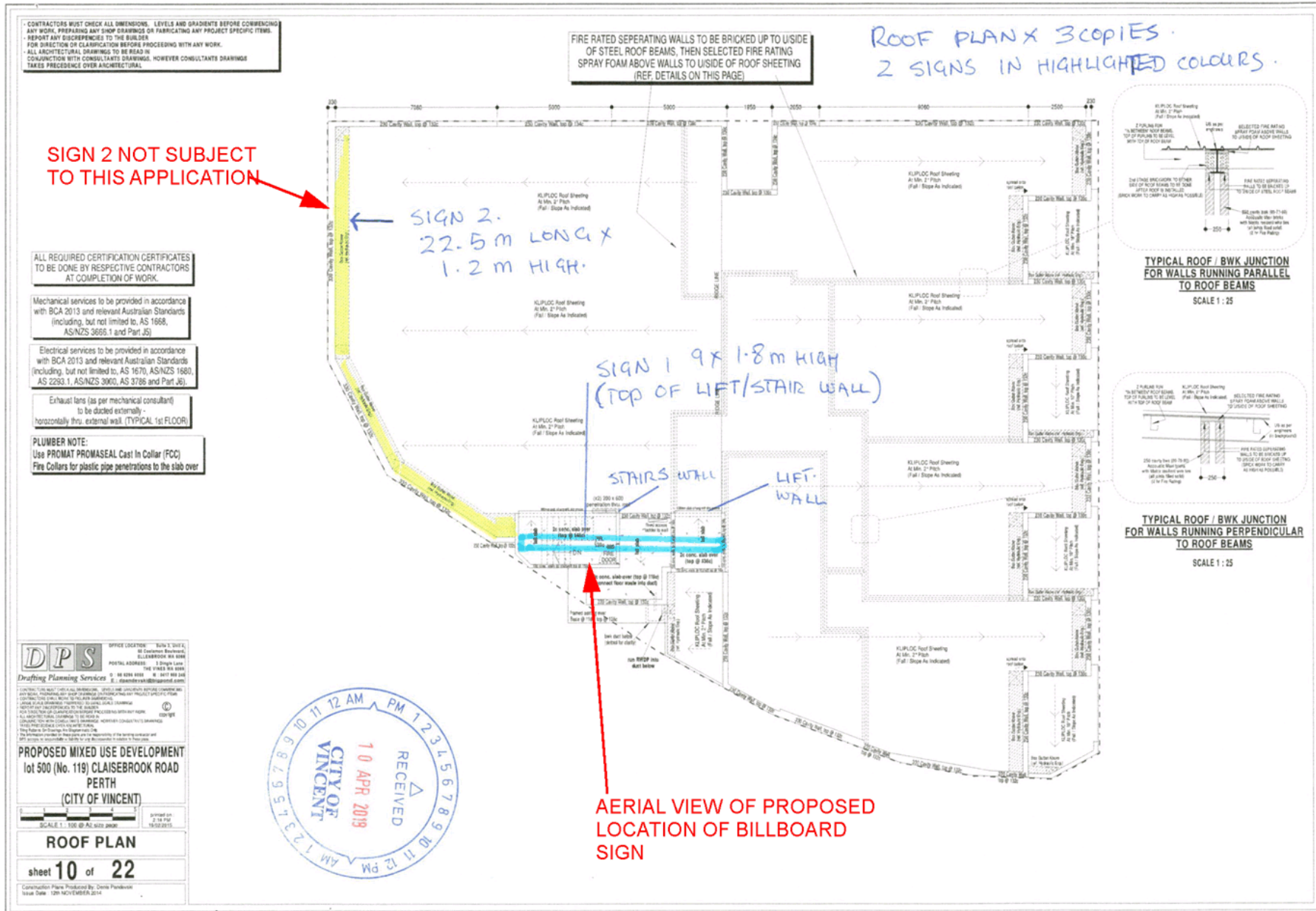




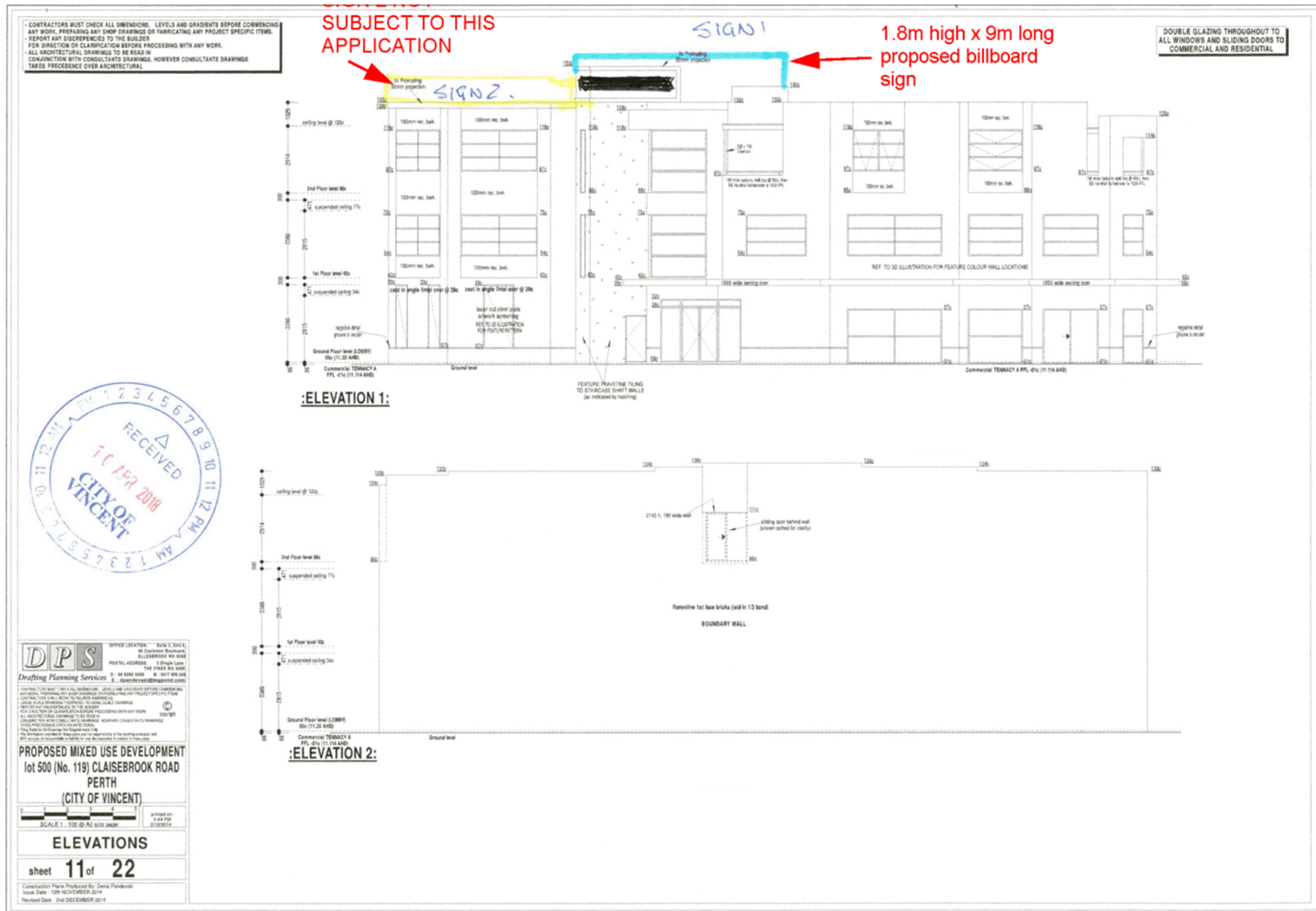






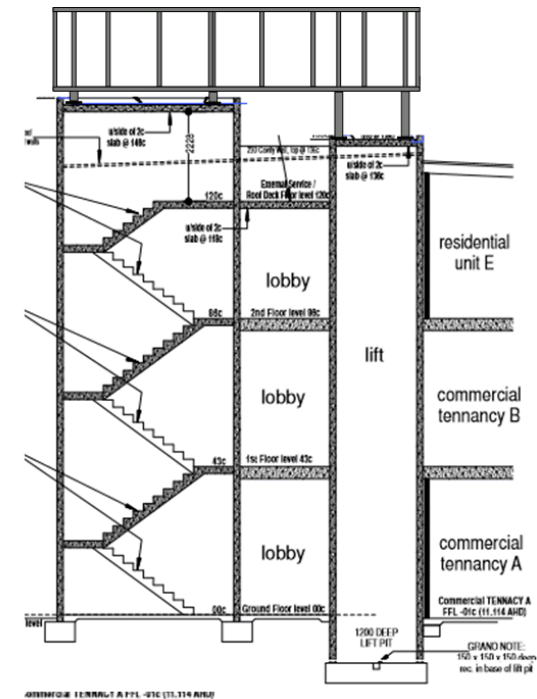
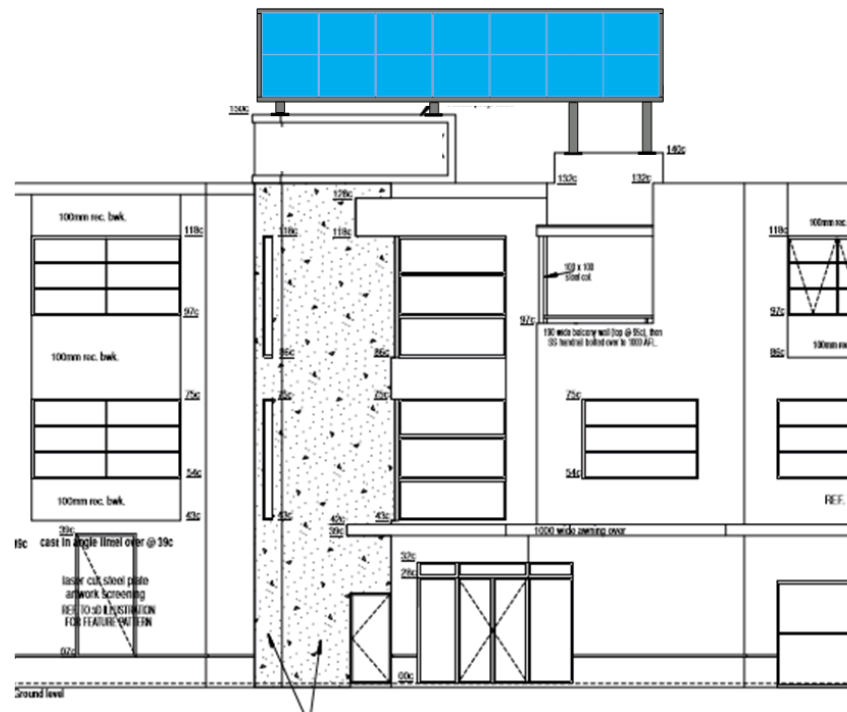







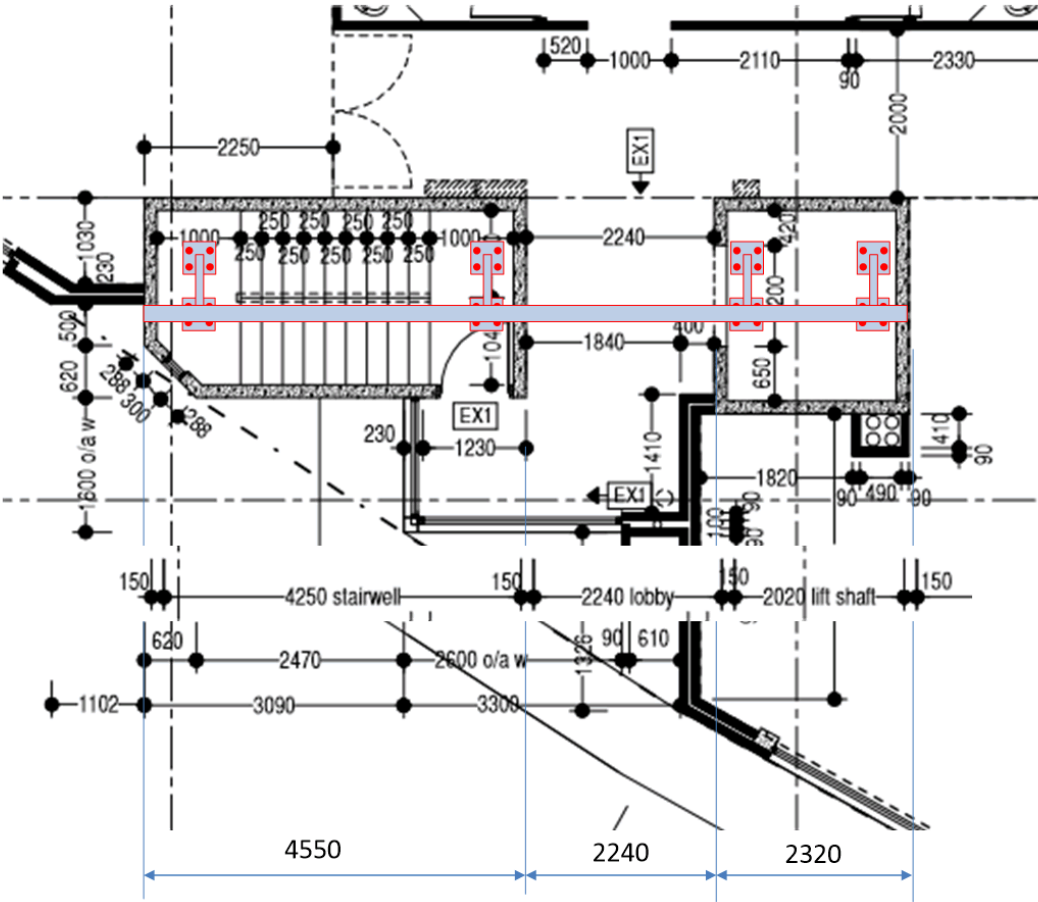


P10 Full colour LED  
Display area 1800mm(H) x 8960mm(W)

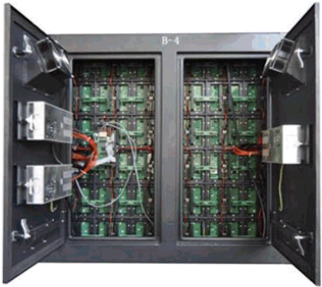
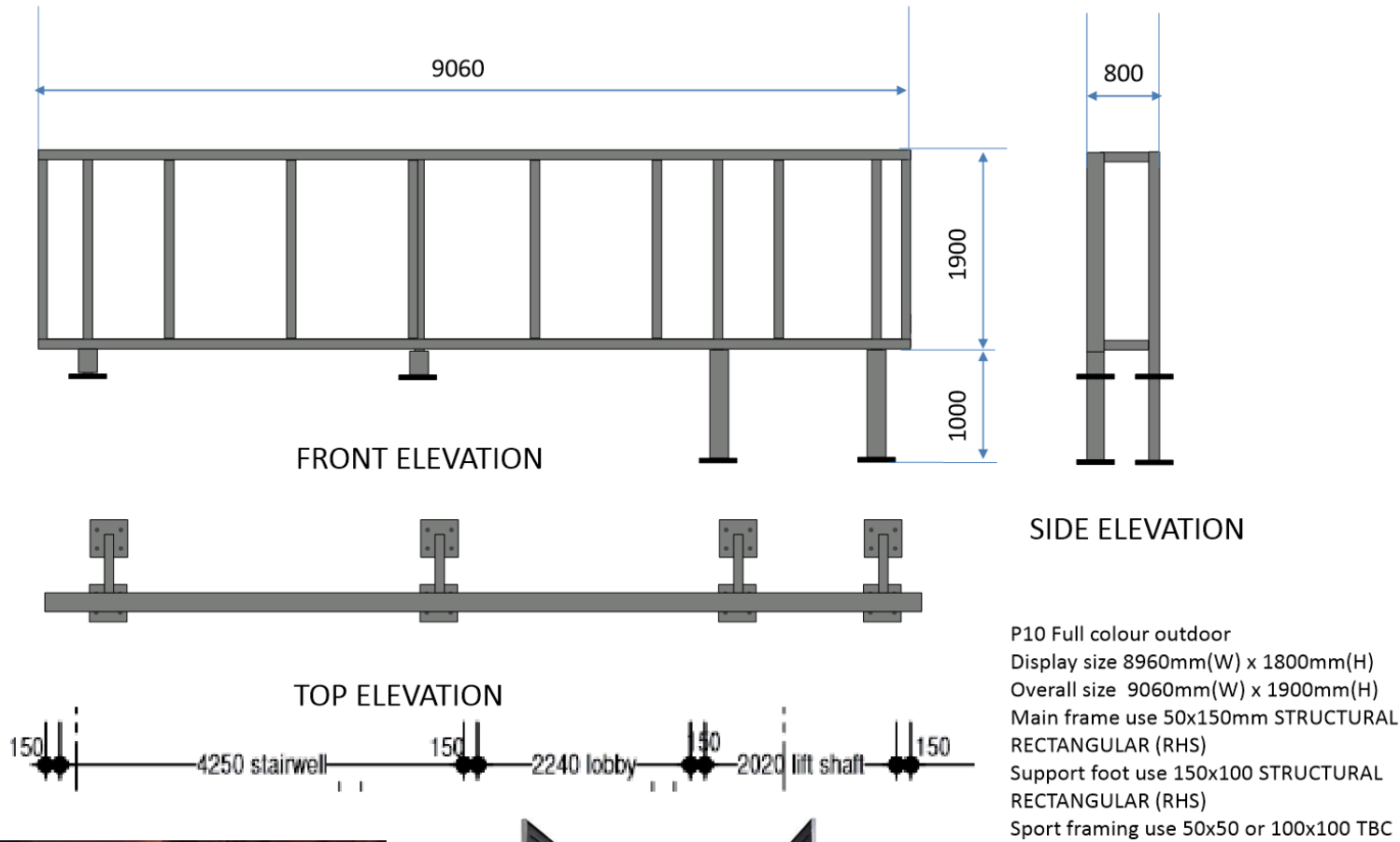


Installation at top of roof front view

DRAWN BY:	DATE:	
CHECKED BY:	DATE:	
APPROVED BY:	DATE:	
		TITLE
		DWG. NO.
		SCALE:
		SHEET:



Installation at top of roof top view			
DRAWN BY:	DATE:	FLASH MEDIA	
CHECKED BY:	DATE:	TITLE	
APPROVED BY:	DATE:	DWG. NO.	
		SCALE: SHEET:	



Installation frame size			
DRAWN BY:	DATE:	FLASH MEDIA	
CHECKED BY:	DATE:	TITLE	
APPROVED BY:	DATE:	DWG. NO.	
		SCALE: SHEET:	

City Of Vincent Records  
RECEIVED

14 JUN 2018

CTN Ref: 5-2018-2021  
REC No: 018/85160



TOWN OF VINCENT



## SIGN STRATEGY PRO FORMA

### COMMERCIAL AND RESIDENTIAL PROPERTIES

As per the Town's Policy No. 3.5.2 relating to Signs and Advertising, a Sign Strategy is to be submitted with Development Applications in the following instances:

- Signage advertising services or products other than those available on the lot;
- Pylon signage with a width exceeding 300 millimetres;
- Wall signage exceeding ten (10) percent in area in total on any one wall (excluding projecting signs); and
- Applications for variation of standards for proposals involving three (3) or more signs that do not comply with the standards of the Town.

A Sign Strategy is required in the above instances to assist the Council in exercising its discretion in relation to signage applications, to ensure:

- a reasonable and equitable level of identification to businesses and community facilities within the Town of Vincent is provided;
- signage compliments the character and visual amenity of an area, the buildings on which they are displayed, and the general environment; and
- there is no proliferation of signage to the detriment of existing signage.

#### 1.0 Personal and Site Details

##### 1.1 Personal Details:

Applicant Name: BORIS AND ZANA SPASESKI

Address: .....

Suburb: ..... Postcode: 6022

Tel (H) ..... (WK) ..... (Mob) .....

E-Mail: .....

Planning Application Number: .....

- ☒ Percentage of sign area in relation to the wall or building façade where proposed

As per the requirements in the Planning Application Checklist, have diagrams been attached to this Pro Forma? Yes ☒ No ☐

#### 4.0 Rationale for Proposed Signage relating to Specific Assessment Criteria

Please provide written justification in relation to the below specific assessment criteria, to demonstrate that consideration has been given to the impact of the signage on the amenity of the adjacent property and surrounding area.

- ☒ The proposed signage respects the amenity of the area;
- ☒ The proposed signage does not compete with existing signage within the site;
- ☒ The size and impact of the proposed signage responds to the size of the premises on which the signage is to be displayed and the scale of the surrounding buildings;
- ☒ The proposed signage does not negatively impact on the appearance and efficiency of a road or other public way in terms of colour, brightness and location;
- ☒ The pattern and theme of the proposed signage matches that of existing signage in the area; *NO EXISTING SIGNAGE IN THE AREA.*
- ☒ The proposed signage responds to any objects of scenic, historic, architectural, scientific or cultural interest; and
- ☒ The proposed signage does not dominate the streetscape.

Applicant's Name: BORIS SPASESKI Signature:  Date: 14-6-2018.

#### Note:

If the Sign Strategy is approved by the Town, the signage approved as part of the strategy may be renewed or replaced with no additional planning approval, (only a Sign Licence). However, planning approval will be required if:

- the advertisement area is to be increased;
- the renewal or replacement would result in a different type of sign; and
- the sign is to be erected in a different location.

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## 1.2 Site Details:

Address: ...2 EDWARD STREET.....

Suburb: ...PERTH..... Postcode: ...6000.....

Approved land use (e.g. house, office, shop): MIXED USE.

Context of immediate surrounds (residential or commercial): INDUSTRIAL/WAREHOUSE.

Is the property heritage listed? (tick appropriate box) Yes ☐ No ☒

## 2.0 Existing Signage NO EXISTING SIGNAGE.

## 2.1 Photographs:

Photographs, showing all of the building/sites existing signage, is to be included.

Have photographs been attached to this Pro Forma? Yes ☒ No ☐To your knowledge, have these signs been approved? Yes ☐ No ☐

## 3.0 Proposed Signage (including re-badging of existing signage)

## 3.1 Table:

Please insert details of the proposed signage in the following table. This table is to correspond with the plans and elevations as stipulated by section 3.2 below:

Signage No.	Sign Type	Message (Sign Content)	Height and Width (mm)	Area (m2)	Method of Illumination
1	BILLBOARD	VARIED	9 X 1.8	16.2	DIGITAL LED

## 3.2 Diagrams:

As per the Planning Application Checklist relating to signage, a site plan and elevations showing the proposed location of signage are to be provided, inclusive of the following:

- ☒ Dimensions of proposed signage (width, depth and area in square metres) ATTACHED.
- ☒ Height from natural ground level to underside of all signage ATTACHED.

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## PROPOSED SIGNAGE – BILLBOARD:

### ***Rationale for Proposed Signage relating to Specific Assessment Criteria:***

**Dimensions:** Width 9 meters High 1.8 meters, (please see attached diagrams for exact dimensions).

**Height From Natural Ground Level to underside of all signage:** 150c or 12.9 meters.

**Height From Natural Ground Level to top of signage:** Signage Height Added total 14.7meters. See Picture from Plans showing Elevation Height to top of Stairwell – Sign on top of stairwell.

Percentage of Sign area in relation to the or building façade:

. **Total Sign area:** 16.2 square meters.

. **Total Building façade area:** Area taken into account is only along Sommerville Street, Claisebrook Road, Edward Street and Chelsea Streets only – Parapet boundary wall, (33.53 lm), is not included: Total Lineal meters of the above areas of the building facade is 78.15 x 132c or 11.352meters high = **887.158 square meters of façade.**

. **Percentage of sign area in relation to the wall or building façade where proposed.**

. 1.8 %. Note: Sign is not proposed to go on the façade of the building. Sign is on top of the building and is not visible from the road. In effect the percentage of sign area in relation to wall or building façade area is zero %.

. **Calculation method:** Sign area of 16.2 square meters divided by total building façade area, (excluding rear of building/boundary parapet wall), of 887square meters = 1.8%.

### **Attachments for clarity:**

. Diagrams of proposed sign and pictures of the approved plans attached for clarity showing perimeter length and heights of walls.

. Picture of Approved Plans elevation showing the top of stairwell height in causes – ie 150c

. Picture of Approved Plans showing the lineal meters of the perimeter walls- ie the walls of the building taken into account in calculating the total building façade area.

### ***Written Justification to demonstrate that consideration has been given to the impact of the signage on the amenity of the adjacent property and surrounding area:***

. **Proposed sign respects the amenity of the area: Lot 500 with new office building has unique geographical positioning in its location.:**

. Its surrounded by industrial and warehouse type of buildings.

. Its surrounded by roads – ie no left and right sides adjoining neighbouring buildings.

. Lot 500 protrudes past front boundaries of general street line setbacks. This makes Lot 500 uniquely amenable to directing advertising towards the Graham Farmer Freeway without having any impact on surrounding properties. In addition, the sign is on top of the building and will not be visible from adjoining neighbours on the left, the right or the Freeway.

**SIGN SET BACKS ON TO ROOF SPACE FROM LEFT, RIGHT AND REAR BOUNDARIES:**

- 16 meters from the right neighbouring property – not visible from neighbouring property as the sign is only 1.8 meters high.
- 9 Meters from the left neighbouring property – not visible from the left neighbouring property as the sign is only 1.8 meters high and Edward street curves going towards the south east direction adding an additional 8meters set back for the sign – ie a total of 17 meters. Since the sign is only 1.8 meters high it physically cant be seen from any location on the left side of the building.
- 3.7 meters average from the front boundary. Can't be seen by neighbouring properties as there are no neighbouring properties to the front of the building – ie Graham Farmer Freeway is in front of the Building. Sign Can only be seen from the Freeway.
- Sign will not be seen from left right or rear neighbouring properties.

***The proposed signage respects the amenity of the area:***

. The proposed sign is set back on to the roof space and will not be visible from neighbouring properties and will not have any impact on the amenity of the area.

. The digital sign will be colour co-ordinated with the façade of the building to complement the aesthetic value of the building. Electronic advertising is acknowledged as providing activation and interest in otherwise dormant areas. Lot 500 is surrounded by industrial and warehouse buildings which are quiet, dark, and lifeless at night making it an intimidating area to pass by. The sign will provide visual interest and activity to the area thereby adding much needed security to the area via the increased activity.

**The proposed signage does not compete with existing signage within the site:**

. There is no existing signage within the site.

***The size and impact of the proposed signage responds to the size of the premises on which the signage is to be displayed and the sacel of the surrounding buildings.***

. The sign only occupies 1.8% of the façade of the building on Lot 500. This way it has no prominence at all.

. the sign is not visible from the neighbouring properties thereby not interfering from them.



***The Proposed signage does not negatively impact on the appearance and efficiency of a road or other public way in terms of colour, brightness and location:***

- . The sign will not impact on the road or neighbours as it is set back on to the roof of the building.
- . The sign will not impact on the appearance and efficiency of the Graham Farmer Freeway as it is small in terms of bulk and scale relative to the size of the building, ( 1.8% ),
- . The sign is able to be programmed to comply with Main Roads WA Standards and with the relevant Australian Standards on respect of luminance.
- . The sign adds visual interest and colour and will promote activity to the area via exposure to the Freeway and will benefit business activity in the Lot 500 building and the surrounding areas.
- . The Sign will create and promote interest in the area and will entice new business investment in the area to further grow and activate this area and create more employment opportunities in the long term. In addition it will add significant value to an iconic part of the city which has been left dormant and grossly undeveloped to date.

***The pattern and theme of the proposed signage matches that of existing signage in the area:***

- . There are no surrounding buildings that adjoin lot 500.
- . Existing signage is small and on doors and windows of existing low height older buildings. Most of the business activity is warehouse and industrial.

***The proposed signage responds to any objects of scenic, historic, architectural, scientific or cultural interest.***

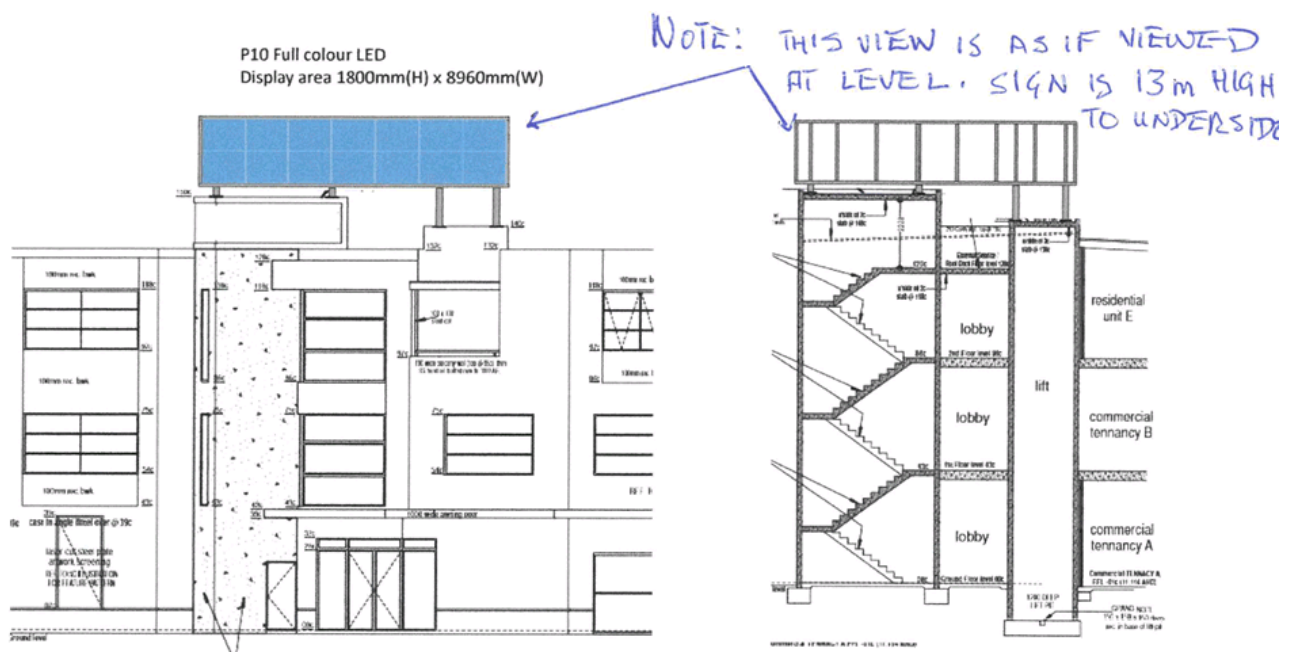
- . The proposed signage will assist attracting attention to an area of the city of Perth that is on the fringe of the CBD with so much potential but sitting dormant.
- . This part of the CBD has no architectural, (other than the new and stylish building on Lot 500), scenic, historic, scientific or cultural interest.
- . Lighting and advertising will attract more businesses to locate in the area and transform this area from dormant to vibrant.

***The proposed signage does not dominate the streetscape:***

- . The sign is on the roof and not visible as its on the roof space.

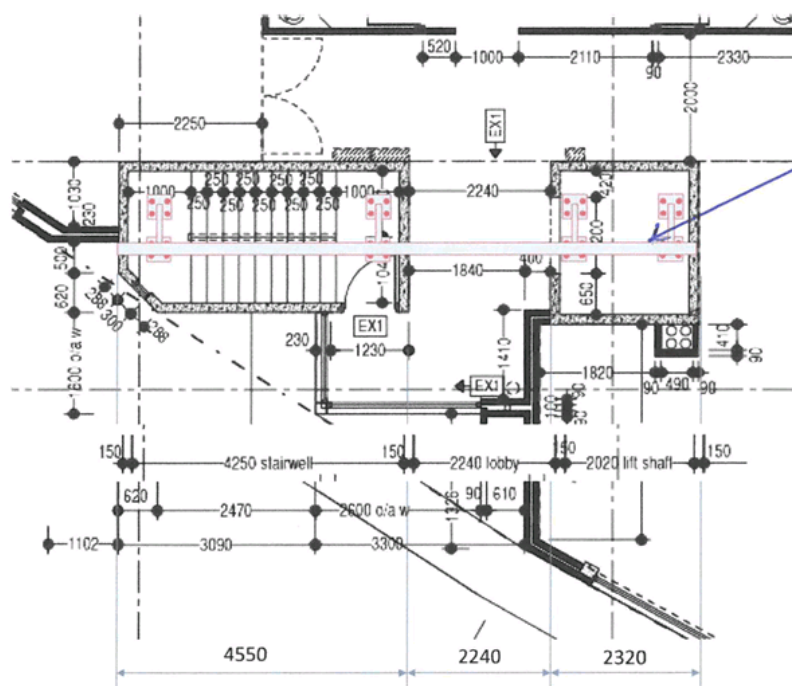
- . The sign will be visible from the Freeway and will assist in bringing attention to this area and help to increase the people and business area.
- . This is vital for our exiting business in the building – ie office space leasing.
- . We need attention and illumination to be brought to this area urgently.
- . We need the activity of people, business, retail and residential to make the area feel good to be in and also make the area feel safe at night.



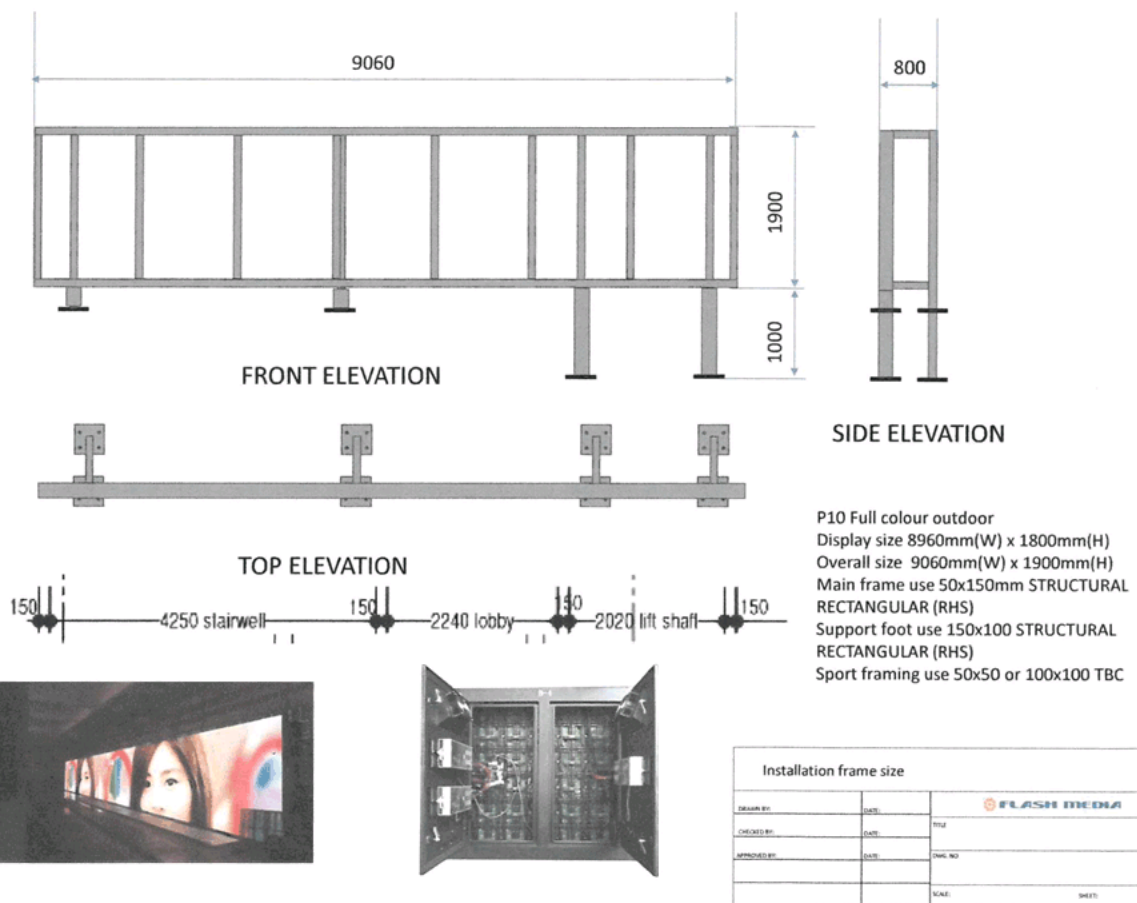



Installation at top of roof front view

DESIGNED BY	DATE	FLASER MEDIA
CHECKED BY	DATE	TITLE
APPROVED BY	DATE	DRAW NO
		SCALE
		SHEET



Installation at top of roof top view			
DESIGN BY:	DATE:	FLASH MEDIA	
CHECKED BY:	DATE:	TITLE:	
APPROVED BY:	DATE:	DRAW NO:	
		SCALE:	
		SHEET:	



CF Town Planning & Development

21 June 2018

Chief Executive Officer  
City of Vincent  
PO Box 82  
LEEDERVILLE WA 6902

Attention: Fiona Atkins - Urban Planner

Dear Fiona

**APPLICATION FOR DEVELOPMENT APPROVAL  
PROPOSED THIRD PARTY SIGNAGE (DIGITAL/LED BILLBOARD SIGNAGE)  
NO.500 (NO.2) EDWARD STREET, PERTH  
CITY OF VINCENT (REF: DA 5.18.126.1)**

We act on behalf of the landowner/s as their consultant town planners and refer to the abovementioned development application currently being assessed by the City of Vincent for the erection of third party signage (i.e. 'Billboard') on the abovementioned property.

It is noted that the City's Local Planning Policy No.7.5.2 entitled '*Signs and Advertising*' does not permit billboards as of right within the City of Vincent and Council is afforded the discretion to consider any departures from the Policy, including the consideration for the erection of a billboard on land within Municipality. A key consideration of such an application is whether the proposal will have an impact on the established streetscape.

Clause No.1 ('Definitions') of the City's Local Planning Policy No.7.5.2 defines a 'billboard' as follows:

*"a sign erected for the purpose of advertising products or services which are not being offered on a site on which the sign is erected."*

In light of the above definition, the proposal is deemed a 'billboard'

Having regard for the application, we hereby submit the following information for the City's consideration in determining the application.

**Details & facts regarding the application**

The proposed billboard sign will comprise the following details (refer to the development plans):

- i) The proposed third party signage will be 9 metres long and 1.8 metres high and will be located above the lift and stair shaft of the existing three (3) storey commercial building on the subject land;
- ii) Dimension: The proposed sign will comprise a width 9 meters and a height of 1.8 metres (see attached Development Plans);
- iii) Height from natural ground level to underside of all signage: 12.9 metres (150c);
- iv) Height from natural ground level to top of signage: The overall height to the top of the sign is 17.7 metres. The sign will be located on top of the stair/lift shaft;

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- v) **Total building façade area:** The sign itself will comprise an area of 16.2m<sup>2</sup>. The area of the building taken into account include along Sommerville Street, Claisebrook Road, Edward Street and Chelsea Streets only (parapet boundary wall is not included – 33.53 metres). As such, the area of the building façade is calculated as 78.15 x 11.352 meters which equates to 887.158m<sup>2</sup> of building façade;
- vi) The proposed sign will be 1.8% of the building façade, which is considered to be very minor in scale. It is significant to note that the sign will not be placed on the façade of the building, but on the roof top. Therefore the sign is not technically occupying any the building façade. Given the location of the sign, it is contended that the sign will not be visible from the Edward Street road reserve abutting the building;
- vii) Sign setbacks on roof:
- 16 meters from the north-eastern boundary;
  - 9 Meters from the south-western boundary. In reviewing the setbacks, it is concluded that the sign will not be visible from the adjacent south-western property as the sign is only 1.8 meters high and Edward Street curves going towards the south-east direction adding an additional 8 meters setback for the sign (i.e. a total of 17 meters). Since the sign is only 1.8 meters high it physically can't be seen from any location on the left side of the building; and
  - 3.7 meters average from the land's south-eastern boundary. Given this, the sign will not be visible by neighbouring properties as there are no neighbouring properties to the front of the building (i.e. Graham Farmer Freeway is in front of the building).



Figure 1 – Aerial Site Plan

- viii) The sign will be digital/LED;
- ix) The sign will be programmed to display up to ten (10) different advertisements, with only one (1) advertisement being displayed at any one given time;
- x) The 'dwell time' for each separate advertisement to appear on the billboard sign is forty (40) seconds. The advertising sign is able to be programmed to comply with the relevant Australian Standards and Main Roads WA specifications in respect of luminance;

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## CF Town Planning &amp; Development

- xi) The sign will be orientated towards the Graham Farmer Freeway road reserve and will not be orientated to towards any adjoining properties or local streets;
- xii) The sign has extraordinary exposure to the Graham Farmer Freeway, which comprises an estimated 160,000 vehicle movements per day;
- xiii) The sign has been designed to satisfy the requirements of Main Roads WA in regards to illumination and movement of the display;
- xiv) The subject land protrudes forward of the existing lot boundaries along Edward Street, resulting in the building and sign being well forward of the adjoining and adjacent properties (see Figure 1 - Aerial Site Plan);
- xv) The sign will assist with generating income for the landowners to assist with the maintenance and upkeep of the commercial building on Lot 500 in the future; and
- xvi) The existing streetscape along this part of Edward Street is characterised by the Graham Farmer Freeway, vacant/used land, existing commercial and industrial development (see Figure 2).



Figure 2 –Edward Street streetscape



Figure 3 – Location Plan

As part of its assessment of the development application, the City has requested that additional information be provided to address the key points listed below:

**Point 1: Written justification to demonstrate that consideration has been given to the impact of the signage on the amenity of the adjacent property and surrounding area:**

The following information is provided in support of the application:

- i) The subject land is located within an area of the Perth locality that is undergoing change (gentrification) and has been historically used for industrial purposes. Given this the streetscape within the immediate locality is characterised by an eclectic mix of new and old commercial/industrial developments. As such, the proposed billboard sign will not have an adverse impact on the local streetscape in terms of visual distraction and visual pollution;
- ii) The application proposes only one (1) sign and does not result in the proliferation of signage within the immediate locality;
- iii) The sign will be located at a considerable height above ground/street level, resulting in the sign not being visible from any of the road reserves abutting the subject land;
- iv) The proposed sign will provide a focal point of interest to the building, therefore improving its appearance and creating a vibrant and colourful façade, which is currently bland with little visual interaction with the immediate locality; and
- v) The subject land protrudes forward of the boundary line of existing lots along Edward Street, therefore allowing the sign to be visible from the adjacent Graham Farmer Freeway and the nearby Claisebrook Train Station, but not from the local street network or adjoining properties. As such, the proposed signage will not adversely impact the adjoining properties or the local streetscape.

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**Point 2: The proposed signage respects the amenity of the area:**

The following information is provided in support of the application:

- i) The proposed sign is setback on to the roof space and will not be visible from the adjoining/adjacent properties within the immediate locality. Given this the proposal will not have an adverse impact on the amenity of the locality;
- ii) The sign will be orientated towards the Graham Farmer Freeway and may be visible from the landholdings on the south-eastern boundary of the Freeway reserve (opposite the subject land approximately 133 metres away), which a rail stock yard (see Figure 3). Given this and the aforementioned information provided regarding the adjoining properties, it is contended that the proposal will not have an adverse impact on the streetscape or the adjoining properties;
- iii) The digital sign will be colour co-ordinated with the façade of the building to complement the aesthetic value of the building. Electronic advertising is acknowledged as providing activation and interest in otherwise dormant areas. Lot 500 is surrounded by industrial and warehouse buildings which are quiet, dark and lifeless at night making it an intimidating area to traverse; and
- iv) The sign will provide visual interest and activity to the area thereby adding much needed security to the area via the increased activity.

**Point 3: The size and impact of the proposed signage responds to the size of the premises on which the signage is to be displayed and the surrounding buildings.**

The following information is provided in support of the application:

- i) The sign only occupies 1.8% of the façade of the existing building on Lot 500, therefore the sign will not dominant nor will it detract from the appearance of the building when viewed from the adjoining street network;
- ii) It is contended that a sign with make different displays that change over a period is a better outcome and will provide visual interest than a static billboard sign similar to those approved throughout the City;
- iii) The location and height of the sign from ground level will not result in the sign having an adverse impact on the traffic safety and will not result in any conflict with existing traffic/pedestrian signage at ground level; and
- iv) The sign will not be visible from the adjoining or adjacent properties, which a predominantly commercial and industrial uses.

**Point 4: The Proposed signage does not negatively impact on the appearance and efficiency of a road or other public way in terms of colour, brightness and location:**

The following information is provided in support of the application:

- i) The sign will not impact on the road or neighbours as it is setback on to the roof of the building.
- ii) The sign will not impact on the appearance and efficiency of the Graham Farmer Freeway as the sign is relatively small and well setback from the Graham Farmer Freeway reserve. The sign only occupies 1.8% of the building façade area and is considered small in terms of bulk and scale;
- iii) The sign is able to be programmed to comply with Main Roads WA Standards and with the relevant Australian Standards in respect of luminance; and
- iv) The signage will not adversely impact existing traffic and pedestrian signage within the adjoining street network or within the Graham Farmer Freeway reserve.

**Point 5: The pattern and theme of the proposed signage matches that of existing signage in the area:**

The following information is provided in support of the application:

- i) There are no surrounding buildings that adjoin Lot 500;
- ii) The proposed signage is consistent in size with other signage within the immediate locality;
- iii) Whilst billboard signage is not permitted as of right, the City of Vincent has granted approval for such signage in the past (including recently at its March meeting of Council). The best examples are the billboard signage approved on the corner of Newcastle Street/Loftus Street and Newcastle Street/Fitzgerald Street; and
- iv) Electronic billboard signage has been approved by the City of Perth (along Roberts Road, Subiaco and the Mitchell Freeway, Perth) and the Town of Cambridge (along Roberts Road, West Leederville). As such, the proposed signage is consistent with other similar electronic billboard signage approved throughout the metropolitan area.

**Point 6: The proposed signage responds to any objects of scenic, historic, architectural, scientific or cultural interest.**

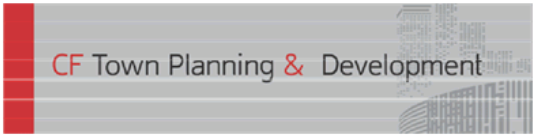
The following information is provided in support of the application:

- i) This part of the Perth locality comprises no clear architectural character (other than the new and stylish building on Lot 500) or any significant cultural interest;
- ii) The sign will contribute to visual interest and colour and will promote activity to the area via exposure to the Freeway, whilst benefiting business activity on the Lot 500 and the surrounding commercial/industrial area;
- iii) The sign will create and promote interest in the locality, will entice new business investment in the area to further grow, activate the surrounding commercial/industrial area and create more employment opportunities in the long term; and
- iv) The proposed will add significant value to an iconic part of the City which has been left dormant and grossly undeveloped to date.

**Point 7: The proposed signage does not dominate the streetscape**

The following information is provided in support of the application:

- i) In light of the location of the sign on the roof, it will not be visible from the street level;
- ii) The sign will be visible from the Freeway and will assist in bringing attention to the immediate locality and help to increase patronage and business activities within the locality;
- iii) The proposed sign is vital for existing businesses operating from Lot 500 (i.e. office space leasing and general advertising/exposure);
- iv) The proposed sign will stimulate activity within this part of the Perth locality, which has become sterile. The increase activity will provide improved passive surveillance, improved awareness at street level, resulting in improved security and less chance of entrapment; and
- v) As previously mentioned the sign is on the roof top of the existing on Lot 500, being 13.5 meters above the ground level and setback 3.5 meters from the front boundary. Given this the sign will not be visible from the road or by neighbouring properties. It will only be visible from the Graham Farmer Freeway and adjacent Claisebrook Train Station.

The logo for CF Town Planning & Development features a red vertical bar on the left, followed by the text 'CF Town Planning & Development' in a sans-serif font. The background of the logo is a light grey with a faint architectural drawing of a building.**Conclusion**

In light of the above information and justifications, we respectfully request the City's favorable consideration and approval of the development application for the erection of a third party sign (i.e. 'billboard') on top of the existing commercial building on Lot 500 (No.2) Edward Street, Perth in accordance with the plans prepared in support of the application.

Should you have any queries or require any additional information regarding any of the matters raised above please do not hesitate to contact me on 0407384140 or [carlof@people.net.au](mailto:carlof@people.net.au).

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Carlo Famiano', with a large, stylized flourish at the end.

**Carlo Famiano**  
**Principle Town Planner**  
**CF Town Planning & Development**

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**Planning & Development Consultants**  
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CVF Nominees Pty Ltd ABN: 86 110 067 395





mainroads  
WESTERN AUSTRALIA

Enquiries: Nicole Coaker on 9323 6370

Our Ref: 07/5955-2 (D18#586162)

Your Ref: 5.2018.126.1

4 July 2018

Chief Executive Officer  
City of Vincent  
PO Box 82  
LEEDERVILLE WA 6902

Via email: [fiona.atkins@vincent.wa.gov.au](mailto:fiona.atkins@vincent.wa.gov.au)

ATTENTION: FIONA ATKINS

Dear Madam,

**REQUEST FOR COMMENT, PROPOSED SIGNAGE INCLUDING LARGE FORMAT  
DIGITAL SIGNAGE FOR 1/2 EDWARD STREET, PERTH**

Thank you for your correspondence dated 13 June 2018 requesting Main Roads comments on the abovementioned proposal.

Main Roads has reviewed the information provided and **does not** support sign numbered 1 within the application due to the following:

Sign 1 is a Large Format Digital Sign (LFDS) and has not addressed the following criteria within Main Roads *Policy and Application Guidelines for Advertising Signs within and beyond state road reserves* document pertaining to advertising devices located beyond a state road reserve:

1. The current position of the device is located within a Device Restriction Area (DRA). The location is assessed against various criteria in Appendix A, Figure 2 being Diagram 1 "Freeway – Off ramp" and Diagram 6 "Freeway – Traffic Sign".
2. The crash rate calculations could not be verified as relevant information, data and calculations was not supplied.

Sign 2 is acceptable subject to the following conditions:

1. The type of signs, size, content and location must comply with all relevant by-laws and planning schemes made by Council.
2. The signs and sign structures are to be placed on private property and shall not overhang or encroach upon the road reserve.
3. If the signs are illuminated, it must be of a low-level not exceeding 300cd/m<sup>2</sup>, not flash, pulsate or chase.

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

[mainroads.wa.gov.au](http://mainroads.wa.gov.au)  
[enquiries@mainroads.wa.gov.au](mailto:enquiries@mainroads.wa.gov.au)  
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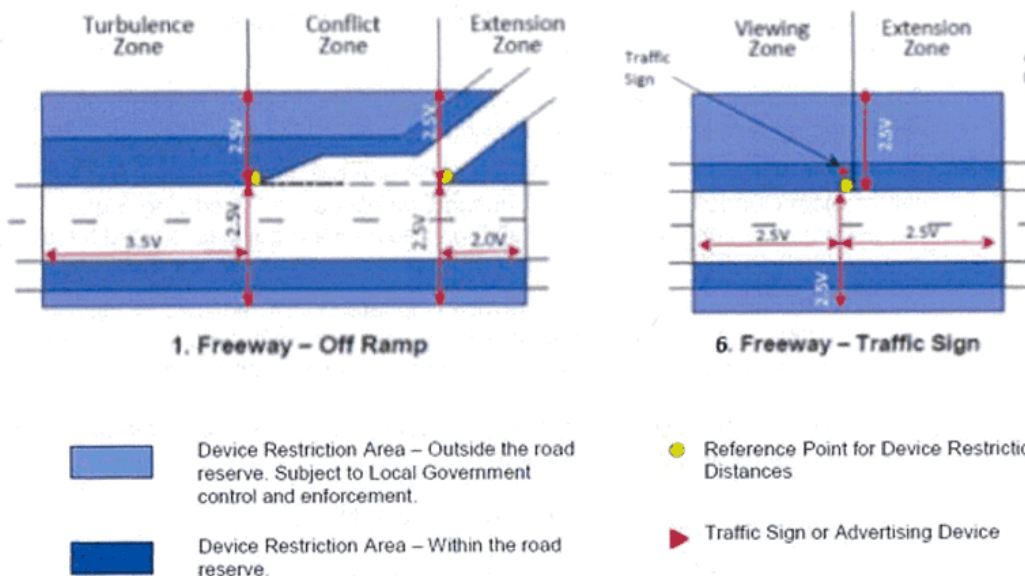
4. The device shall not contain fluorescent, reflective or retro reflective colours or materials.
5. No other unauthorized signing is to be displayed.
6. Main Roads agreement is to be obtained prior to any future modifications.

Should the City of Vincent disagree with the above conditions, Main Roads requests an opportunity to meet and discuss this application collaboratively prior to making a final determination.

If you require any further information please contact Nicole Coaker on (08) 9323 6370 or email [nicole.coaker@mainroads.wa.gov.au](mailto:nicole.coaker@mainroads.wa.gov.au).

Yours faithfully

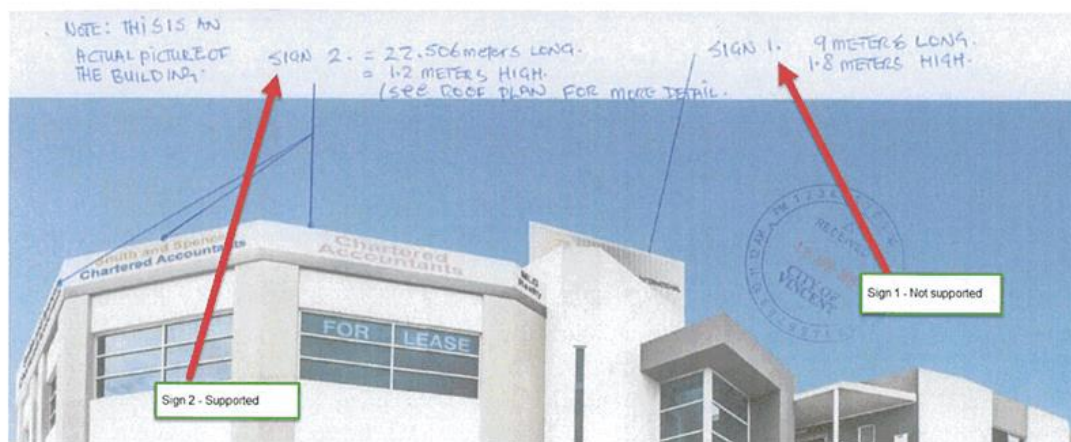
Zeljko Zagorac  
STATUTORY ROAD PLANNING MANAGER



**Figure 2 – Restriction areas for Billboard advertising devices visible from a Freeway or Freeway standard road.**



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Sign 1 and 2 as identified within the development application.

**Summary of Submissions:**

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

<b>Comments Received in Objection:</b>	<b>Officer's Comments:</b>
The sign will have a negative effect on the area and will not be in line with the vibrant progression of the area.	The billboard is designed to be highly visible, with the height at the top of the sign being 17.7 metres from ground level and the sign protruding above the roof top of the existing building. The proposed sign will be the only billboard and third party advertising sign in the locality. The sign is noticeably not in keeping with the area, and the proposed development is considered to be incompatible with the setting and progression of the locality.
The sign will affect the views from the four apartments on the top level of the proposed residential development at No. 123 Claisebrook Road.	The impact on views from a residential development is not a relevant planning consideration. However, if the billboard sign is highly visible from the proposed residential dwelling, it is highly likely that it may become a nuisance due to it illumination and the frequency with which it will change advertisements.

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






**5.11 NORTH PERTH TOWN CENTRE PARKING RESTRICTIONS - RESULTS OF COMMUNITY CONSULTATION**

**TRIM Ref:** D18/74476

**Author:** Stephen Schreck, Strategic Planning Officer

**Authoriser:** Luke Gibson, A/Director Development Services

**Attachments:**

1. Attachment 1 - Property Consultation Map [↓](#) 
2. Attachment 2 - Summary of Submissions [↓](#) 
3. Attachment 3 - Current, Advertised and Proposed Parking Restrictions Chelmsford Road, Grosvenor Road and Leake Street [↓](#) 
4. Attachment 4 - Current, Advertised and Proposed Parking Restrictions Pansy Street and Pansy Street Car Park [↓](#) 
5. Attachment 5 - Current, Advertised and Proposed Parking Restrictions Vine Street [↓](#) 

**RECOMMENDATION:**

**That Council:**

1. **NOTES** the summary of submissions and the City's responses to those submissions, as shown in Attachment 2; and
2. **REGULATES** vehicle parking, pursuant to cl. 1.8 of the City's Parking and Parking Facilities Local Law 2007, as follows:
  - 2.1 On Chelmsford Road, Grosvenor Road and Leake Street, as shown in Attachment 3;
  - 2.2 On Pansy Street and in the Pansy Street Car Park, as shown in Attachment 4; and
  - 2.3 On Vine Street, as shown in Attachment 5.

**PURPOSE OF REPORT:**

To consider the results of the community consultation undertaken regarding the trial restrictions on Chelmsford Road, Grosvenor Road, Leake Street, new parking restrictions on Pansy Street, Pansy Street Car Park and the modified parking restrictions on Vine Street in North Perth, and determine appropriate regulatory responses.

**BACKGROUND:**

On 23 August 2018, Council introduced new parking restrictions on Chelmsford Road, Grosvenor Road and Leake Street as a trial to address an increase in patrons of surrounding businesses using these streets for parking.

The new parking restrictions on Chelmsford Road and Leake Street included 'Resident Only Parking' from 5:00am to 9:00am and from 3:00pm to 9:00pm and 2P at all other times. New parking restrictions on Grosvenor Road were introduced as 2P from 8:00am to 6:00pm, Monday to Friday and from 8:00am to 12 noon on Saturday. 'No Parking' was introduced on all three streets. A map of the current, advertised and proposed restrictions is included as **Attachment 3**.

The signage and line marking were implemented and came into effect in late 2016. Following the completion of the trial, it was intended that the City would consult nearby land owners on the trial and present a report back to Council.

Further to the above, the City was experiencing parking issues more broadly in the North Perth town centre. As a result, a more comprehensive survey of the area was undertaken. This survey resulted in a set of new parking restrictions for the broader North Perth Town Centre, which were introduced on 7 March 2017.



A six month review was undertaken to ensure the parking restrictions were working to effectively manage parking in the town centre. The results of that six month review were presented back to Council on 4 April 2018. At that meeting, Council resolved to advertise new parking restrictions including 2P from 8:00am to 6:00pm on Monday to Friday on Pansy Street and in the Pansy Street car park and modifying the 5P 8:00am to 6:00pm, Monday to Friday and 'No Parking' parking restrictions on Vine Street.

#### CONSULTATION/ADVERTISING:

The City advertised the proposed changes to parking restrictions to residents and businesses in the surrounding areas between 27 April 2018 and 20 May 2018 by sending a letter and consultation form to each landowner identified in **Attachment 1**. During this period the City received a total of 19 submissions. The City received a total of 19 submissions during the public comment period, which raised five main issues, as follows:

##### Parking Trial – Chelmsford Road, Grosvenor Road & Leake Street

- Compliance with parking restrictions
- Signage
- Street width

##### Pansy Street & Pansy Street Car Park

- Private Parking

##### Vine Street

- "No Parking" zone

A full summary of submissions and the City's responses are shown in **Attachment 2**, with discussion on each issued contained later in the report.

#### LEGAL/POLICY:

- *Local Government Act 1995*; and
- City of Vincent Parking and Parking Facilities Local Law 2007.

#### RISK MANAGEMENT IMPLICATIONS:

It is considered low risk for Council to introduce or change parking restrictions on City of Vincent managed roads.

#### STRATEGIC IMPLICATIONS:

The City's Strategic Plan 2013 – 2023 states:

*"1.1.5 Take action to improve transport and parking in the City and mitigate the effects of traffic"*

The City's Car Parking Strategy 2010 states:

*"Objective 7:*

- *Ensure sufficient parking supply to support prosperous and vibrant commercial and high activity centres; and*
- *Ensure parking space availability is managed according to the varying needs of businesses, customers and commuters."*

#### SUSTAINABILITY IMPLICATIONS:

The City's Sustainable Environment Strategy 2011 – 2016 states:

*"1.13 Employ a demand management approach to car parking within the City to encourage the use of alternative transport modes."*

**FINANCIAL/BUDGET IMPLICATIONS:**

The costs associated with implementing the proposed restrictions will be met by the City's existing capital budget.

**COMMENTS:**Parking Trial – Chelmsford Road, Grosvenor Road & Leake Street

Parking Restrictions on Chelmsford Road and Leake Street were advertised as 'Resident Only Parking' from 5:00am to 9:00am and from 3:00pm to 9:00pm and 2P at all other times. The advertised parking restrictions on Grosvenor Road included 2P from 8:00am to 6:00 pm, Monday to Friday and 8:00am to 12 noon on Saturday. 'No Parking' was advertised for one side of the street on all three streets. A map of these restrictions is included as **Attachment 3**.

1. *Compliance with Parking Restrictions*

Residents on both Chelmsford Road and Grosvenor Road explained that vehicles continued to park on the streets during 'Resident Only Parking' hours making it difficult for residents to access parking outside their properties.

The City's Ranger Services team are responsible for managing parking on City of Vincent streets. Increased monitoring of the parking restrictions on Chelmsford Road, Grosvenor Road and Leake Street will be investigated to improve management of parking demand.

2. *Parking Signs on Streets*

Parking restrictions were implemented on the western side of Leake Street and, as a result, the appropriate signage was installed on the street. A resident on Leake Street explained that the signs created visual pollution on the street.

Signage relating to parking on streets is controlled and regulated by the Australian Standards. To ensure that the City can effectively enforce parking restrictions, signage must follow these Standards.

3. *Street Width*

Chelmsford Road, Grosvenor Road and Leake Street are all a width of six metres and considered to be too narrow to support parking on both sides of the street. As a result, the streets were advertised with 'No Parking' on one side of the street.

Concern was raised on Leake Street with the 'No Parking' restriction being on the western side. Submitters explained that there were more driveways and laneways on the western side which led to vehicles often blocking the driveways and laneways. The submitter explained that there is more parking available on the eastern side and parking should be modified to be 'No Parking' on the western side.

'No Parking' was implemented on the western side of Leake Street to allow residents on that side of the street greater access to parking outside of their house. It was determined that the level of amenity would be increased for residents given that the majority of properties on the western side of Leake Street are fronting the street, whereas properties on the eastern side front Chelmsford Road and Grosvenor Road.

Residents on Grosvenor Road also raised concerns with the width of the street explaining that it was not wide enough to support the additional traffic attempting to access parking and using the street as a thoroughfare to access Fitzgerald Street, which created a safety issue.

Parking was restricted on the southern side of Grosvenor Road to reduce the parking demand on the street and increase safety for road users. The City recently undertook surveys between 9:00am and 8:00pm on Wednesday, Friday and Saturday. The surveys showed that Grosvenor Road had a peak occupancy of 32 percent, which occurred at 9:00am – 11:00am and Midday – 2:00pm on Friday 8 December.

Based on the above, no change is recommended to parking restrictions on Grosvenor Road and Leake Street.

Pansy Street & the Pansy Street Car Park

Pansy Street and the Pansy Street Car Park were advertised as 2P between 8:00am and 6:00pm on Monday to Friday.

4. *Private Parking*

Residents near to the Pansy Street Car Park raised concerns with the implementation of parking restrictions in the car park and on Pansy Street. They explained that this parking was used by local residents to park vehicles that were unable to be parked at their property, particularly those living in nearby multiple dwellings.

The City's Policy No. 3.9.3 – Parking Permits states that where a group or multiple dwelling unit has a specific development approval condition not allowing them to receive parking permits, they will not be issued. Mixed use developments, similar to that in the area surrounding Pansy Street, are assessed by the City against the Residential Design Codes and the City's policies to ensure that adequate parking is supplied on site. Where the requirements of the Policies are met, parking permits will not be issued. The proposed parking restrictions are intended to increase the turnover of the available public parking, particularly during the main business hours of the surrounding local businesses.

Based on the above, no change is recommended to the advertised parking restriction of 2P 8:00am – 6:00pm, Monday to Friday on Pansy Street and in the Pansy Street Car Park, as shown in **Attachment 4**.

Vine Street

Vine Street was advertised with 'No Parking' on the eastern side and 5P between 8:00am and 6:00pm, Monday to Friday on the western side.

5. *No Parking Zone*

Feedback from local residents explained that Vine Street is often congested with cars parking on both sides of the street, which restricts traffic movement. The submitters that objected to the proposal explained that there was more parking available on the eastern side of the street and this should be maintained, as well as morning traffic utilising Vine Street as a thoroughfare to access Angove Street.

Vine Street is too narrow to support parking on both sides of the street and allow for safe movement of traffic. Modifying the 'No Parking' restriction from the western side to the eastern side of Vine Street should increase parking availability for residents and maintain safe movement of traffic, and is also consistent with the approach taken for Leake Street.

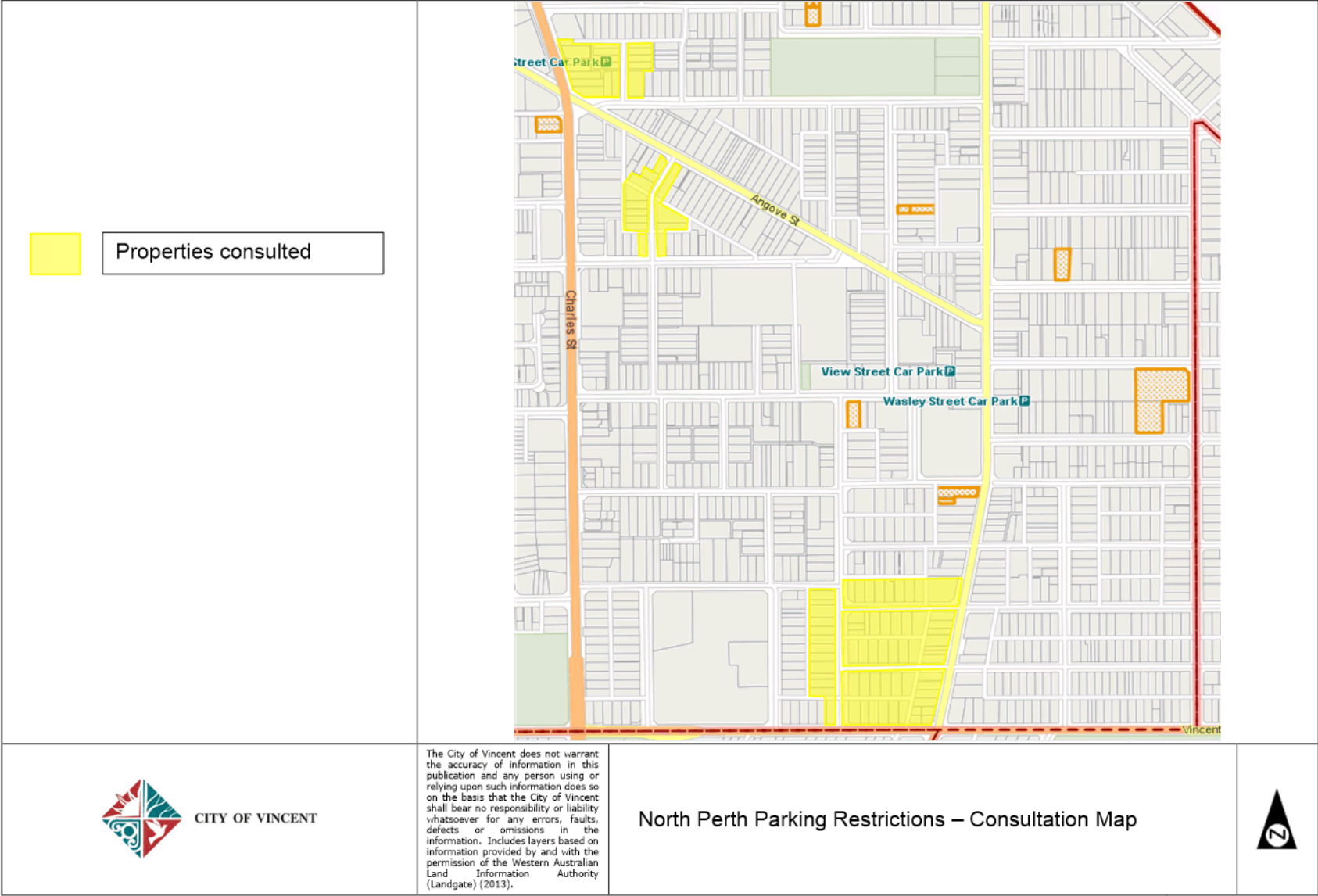
Based on the above, no change is recommended to the advertised parking restriction of 'No Parking' to the eastern side of Vine Street and 5P 8:00am – 6:00pm, Monday to Friday to western side of Vine Street, in accordance with **Attachment 5**.

**Conclusion:**

The parking restrictions advertised on Chelmsford Road, Grosvenor Road, Leake Street, Pansy Street, Pansy Street Car Park and Vine Street received majority support, with 68 percent of submissions supporting the proposal. The restrictions are intended to better manage parking demand and availability of parking for residents and local businesses, while also increasing the safety on Chelmsford Road, Grosvenor Road, Leake Street and Vine Street by restricting parking to one side of these streets.

It is recommended that Council adopts the proposed parking restrictions in accordance with **Attachments 3, 4 and 5**.

It is acknowledged that parking use and demand continuously evolves over time, so the City must monitor parking occupancy to ensure that restrictions are working effectively. A project has been included in the 2018/19 Council Budget to survey car parking across the City, which will be used to form part of the recommendations in the City's future Integrated Transport Plan.



No.	Support/ Object	Submitter Comment	Administration Comment
Chelmsford Road			
1.	Support	Despite the trial being successful, people on Chelmsford Road are still experiencing a lack of parking. There is also limited availability for residents to park on their verge, particularly the southern side. Unless there is regular 'blitzing' by the rangers then the parking restrictions are not effective.	The City will investigate increasing or continuing monitoring and enforcement on Chelmsford Road to ensure that parking is in accordance with the current parking restrictions. It is not considered suitable to further restrict the parking on Chelmsford Road outside of the existing 'Resident Only' hours.
2.	Support	The current situation is better than no restrictions and should be made permanent. However, the proposal needs to go further, rangers are policing the area, however parking demand from local businesses is often busiest between 5:30am - 7:30am. More protection needs to be given to local residents and the Council needs to consider the impact of surrounding businesses' patrons parking on residential streets.  Parking should be modified to 'Resident Only Parking' between 5:00am and 9:00pm.	Each development application is assessed against the City's policies in regards to parking. On street parking in the public realm is to be managed by the City to ensure that parking is available for all users.  The City's car parking category matrix, which was previously adopted by Council, details that resident only parking should be implemented where there is limited or no access to off street parking for residents and a peak occupancy of greater than 85%. Recent surveys undertaken by the City demonstrated a peak occupancy of 61% during regular business hours. This does not support resident only parking during these hours and the two hour parking restriction is appropriate.
3.	Support	N/A	N/A
Grosvenor Road			
4.	Object	Grosvenor Road should have the same restrictions as Chelmsford Road. Grosvenor Road is a regular short cut to traffic that avoids the Vincent/Fitzgerald intersection traffic lights. Raglan Road is a wider street and is suitable to accept more parking and traffic pressure.  Grosvenor Road should be 'Resident Only Parking' 5:00am to 9:00am and 3:00pm to 9:00pm and 2P at all other times.	In a recent survey undertaken by the City between 9:00am and 8:00pm, Grosvenor Road demonstrated less than 40% peak occupancy. The City's category matrix indicates that where a parking occupancy peak is registered below 60% four or five hour parking restrictions would be appropriate.  Grosvenor Road is predominately single residential and located further from local businesses than Chelmsford Road to the south. The current two hour parking restriction is more stringent than those on streets to the north, including Raglan Road, despite demonstrating the same predominant streetscape character and parking demand. Grosvenor Road is expected to experience some flow on effects from local businesses; however, given its distance from Vincent Street and local businesses, it is not seen as appropriate to support 'Resident Only' parking.  The use of Grosvenor Road as a short cut is outside of this scope and will need to be reviewed by the City as part of the data collection program to establish the current speeds and traffic volumes.



			The City will continue to monitor and review parking in the area to inform any parking related recommendations in the City's future Integrated Transport Plan.
5.	Object	<p>Grosvenor Road between Fitzgerald and Leake is not wide enough to handle the additional traffic flow, given the 'scramble' at times for parking spaces.</p> <p>Maintaining the status quo is a disadvantage to Grosvenor Road residents over those from Chelmsford Road and Leake Street.</p> <p>The restrictions have not solved the issue only moved it onto Grosvenor Road.</p> <p>The proposal has not worked to date, reporting of issues has not been successful and only a small portion of the issues have been reported.</p> <p>The proposal does not address the real issue. Council has allowed a commercial operation and growth without adequate steps being taken to address safe and respectful parking nearby.</p>	<p>In a recent survey undertaken by the City between 9:00am and 8:00pm, Grosvenor Road demonstrated less than 40% peak occupancy. The City's category matrix indicates that, where a parking occupancy peak is registered below 60%, four or five hour parking restrictions would be appropriate.</p> <p>Grosvenor Road is predominately single residential and located further from local businesses than Chelmsford Road to the south. The current two hour parking restriction is more stringent than those on streets to the north, including Raglan Road, despite demonstrating the same predominant streetscape character and parking demand. Grosvenor Road is expected to experience some flow on effects from local businesses; however, given its distance from Vincent Street and local businesses, it is not seen as appropriate to support 'Resident Only' parking.</p> <p>The use of Grosvenor Road as a short cut is outside of this scope and will need to be reviewed by the City as part of the data collection program to establish the current speeds and traffic volumes.</p>
6.	Support	N/A	N/A
Leake Street			
7.	Support	Concerns about visual pollution from signage as well as burden of having to display permits.	Signage is located in accordance with the Australian Standards. Parking restrictions are the best way for the City to control on street parking and with continued monitoring is seen to be the most effective option.
8.	Object	<p>Prefers street parking to be located on the east side of Leake Street because:</p> <p>a) There have been occasions when visitors or occupants have been unable to access verge or move vehicles off verge, due to them being blocked in by street parking.</p> <p>b) There is reduced visibility when exiting laneway onto Leake Street due to vehicles parked immediately adjacent to laneway entrance. This is a hazard and a vehicle which routinely parks in this spot has been hit by vehicles on Leake Street.</p> <p>c) Traffic congestion is high near the corner of Vincent Street and Leake Street.</p> <p>d) Insufficient verge parking is available to residents</p>	Leake Street is considered to be narrow, at only 6 metres, and does not support parking on both sides of the street. Although there are more crossovers located on the western side, it is seen as safer and more appropriate to implement 'No Parking' on the eastern side. If parking is permitted on the eastern side, cars parking opposite driveways and laneways will make it difficult to enter and exit. Allowing parking to the eastern side may also create more free flowing traffic on the western side affecting vehicles entering and exiting their driveways and laneways.

		and their visitors.	
		The optimal location for parking allocation is the east side of Leake Street. There are significantly fewer home frontages and less incidents of occupants entering/exiting and accessing home frontages on that side, compared with the west side.	
Pansy Street & Pansy Street Car Park			
9.	Support	N/A	N/A
10.	Support	N/A	N/A
11.	Support	Request that the 'residential parking permits' be extended to owners of surrounding residential properties. A number of dwellings have more than 1 car and are forced to use Pansy Street car park during 8:00am - 6:00pm as visitor bays in the complex are allocated to the commercial lots during this time.  Residential permits be given to residents in the surrounding area.	The City's Policy No. 3.9.3 – Parking Permits states that where a group or multiple dwelling unit has a specific development approval condition not allowing them to receive parking permits, they will not be issued. Mixed use developments, similar to that in the area surrounding Pansy Street, are assessed by the City against the Residential Design Codes and the City's policies to ensure that adequate parking is supplied on site. Where the requirements of the Policies are met, parking permits will not be issued for additional parking which will typically be located in the public domain. The proposed parking restrictions are intended to increase the turnover of the available public parking, particularly during the main business hours of surrounding local businesses.
12.	Object	Residents on Charles Street have one bay, parking in Pansy Street car park is used for a second car. If residential parking permits are given there is not a problem.  Residential permits be given to residents in the surrounding area.	The City's Policy No. 3.9.3 – Parking Permits states that where a group or multiple dwelling unit has a specific development approval condition not allowing them to receive parking permits, they will not be issued. Mixed use developments, similar to that in the area surrounding Pansy Street, are assessed by the City against the Residential Design Codes and the City's policies to ensure that adequate parking is supplied on site. Where the requirements of the Policies are met, parking permits will not be issued for additional parking which will typically be located in the public domain. The proposed parking restrictions are intended to increase the turnover of the available public parking, particularly during the main business hours of surrounding local businesses.

Vine Street			
13.	Support	Concerned that properties on the eastern side of Vine Street will be unable to access their verge parking.	Verge parking will remain unaffected. On-street parking is proposed to change to 5P. The City's rangers are available to attend on request if there are issues accessing the verge or driveways.
14.	Support	Concerned about visibility and access issues at the intersection of Vine Street and Angove Street.  Supports 'No Parking' on the eastern side of Vine Street.	Visibility and parking requirements are set out in the Australian Standards. Restricting parking to one side of the street will help to alleviate pressure felt on the northern end of Vine Street and increase safety when entering or exiting Angove Street.  Recommend parking restrictions on Vine Street to allow 'No Parking' on the eastern side and five hour parking between 8:00am to 6:00pm, Monday to Friday.
15.	Support	Council should consider allowing verge parking on the eastern side of Vine Street to help alleviate parking shortages.	Residents on the eastern side of Vine Street are able to park on the verge, which will help to alleviate pressure on the on street parking. The City would not support the construction of embayed parking in the verge on Vine Street, given its distance from the town centre and relatively low occupancy rate.
16.	Object	Concerned that parking on both sides of the street make it difficult to enter and exit driveways. Parking should be maintained on the eastern side of Vine Street. Council should consider introducing embayed parking on the western side.	Parking is required on the western side to ensure parking availability for residents without access to off street parking. It is seen appropriate to implement 'No Parking' to the eastern side to improve safety when travelling on Vine Street. The City would not support the construction of embayed parking in the verge on Vine Street, given its distance from the town centre and relatively low occupancy rate.
17.	Support	N/A	N/A
18.	Support	The proposal takes into account the residents on the proposed side of the street that don't have room for driveways on their property. Additional changes to the street should be considered to slow down traffic that comes in from Angove Street.	In order to alter the street design to include traffic calming measures the City must survey and record the average speed and then determine whether these support changes to the road design.
19.	Object	Concerned about the speed of vehicles using Vine Street to access Angove Street and Charles Street. One side of the street should be 'No Stopping' in order to minimise any accidents with parked cars that may take either side of the street. It is not supported to have 5 hour ticket parking from 8am - 6pm Mon - Fri on one side of the street however.	Parking has been restricted to one side of the street as part of this proposal to increase safety for residents and other users.  Parking implemented on Vine Street is proposed as five hour free (non-ticketed) parking, which is intended to deter all day parking however still allow for adequate resident and visitor parking.



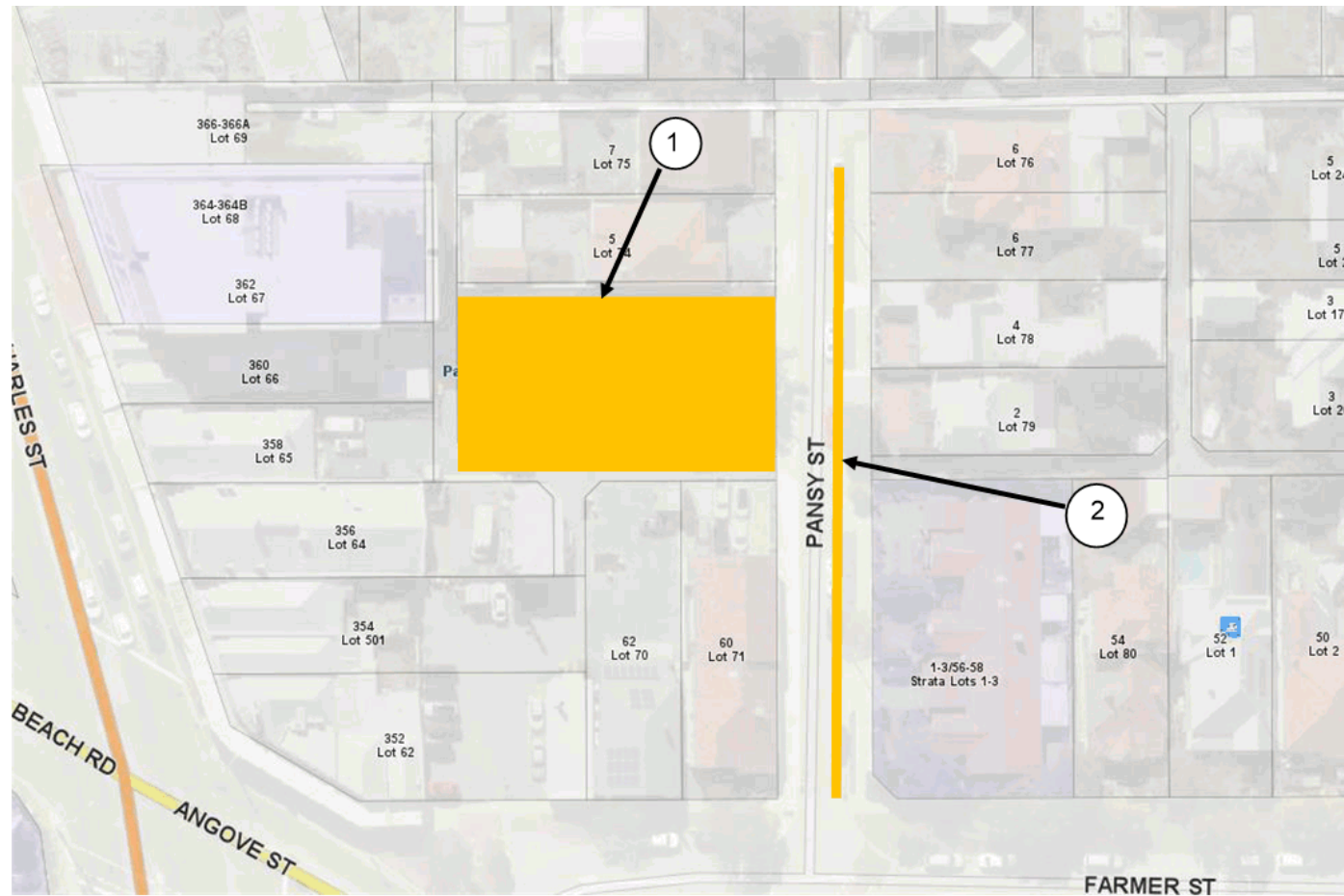
	Parking Restriction Adopted 23 August 2016	Advertised Parking Restriction 27 April 2018 – 20 May 2018	Proposed Parking Restriction
1.	2P 8am – 6:00pm Monday to Friday and 8:00am to 12 noon Saturday	2P 8am – 6:00pm Monday to Friday and 8:00am to 12 noon Saturday	2P 8am – 6:00pm Monday to Friday and 8:00am to 12 noon Saturday
2.	No Parking	No Parking	No Parking
3.	<ul style="list-style-type: none"> <li>• 'Resident Only Parking' 5:00am to 9:00am and 3:00pm to 9:00pm</li> <li>• 2P at all other times</li> </ul>	<ul style="list-style-type: none"> <li>• 'Resident Only Parking' 5:00am to 9:00am and 3:00pm to 9:00pm</li> <li>• 2P at all other times</li> </ul>	<ul style="list-style-type: none"> <li>• 'Resident Only Parking' 5:00am to 9:00am and 3:00pm to 9:00pm</li> <li>• 2P at all other times</li> </ul>
4.	<ul style="list-style-type: none"> <li>• 'Resident Only Parking' 5:00am to 9:00am and 3:00pm to 9:00pm</li> <li>• 2P at all other times</li> </ul>	<ul style="list-style-type: none"> <li>• 'Resident Only Parking' 5:00am to 9:00am and 3:00pm to 9:00pm</li> <li>• 2P at all other times</li> </ul>	<ul style="list-style-type: none"> <li>• 'Resident Only Parking' 5:00am to 9:00am and 3:00pm to 9:00pm</li> <li>• 2P at all other times</li> </ul>



CITY OF VINCENT

NORTH PERTH PROPOSED PARKING RESTRICTIONS

**Chelmsford Road, Grosvenor Road & Leake Street Current, Advertised & Proposed Parking Restrictions**



	Current Parking Restriction	Parking Restriction Advertised 27 April 2018 – 20 May 2018	Proposed Parking Restriction
1.	Unrestricted	2P 8am – 6pm Monday – Friday	2P 8am – 6pm Monday – Friday
2.	Unrestricted	2P 8am – 6pm Monday – Friday	2P 8am – 6pm Monday – Friday

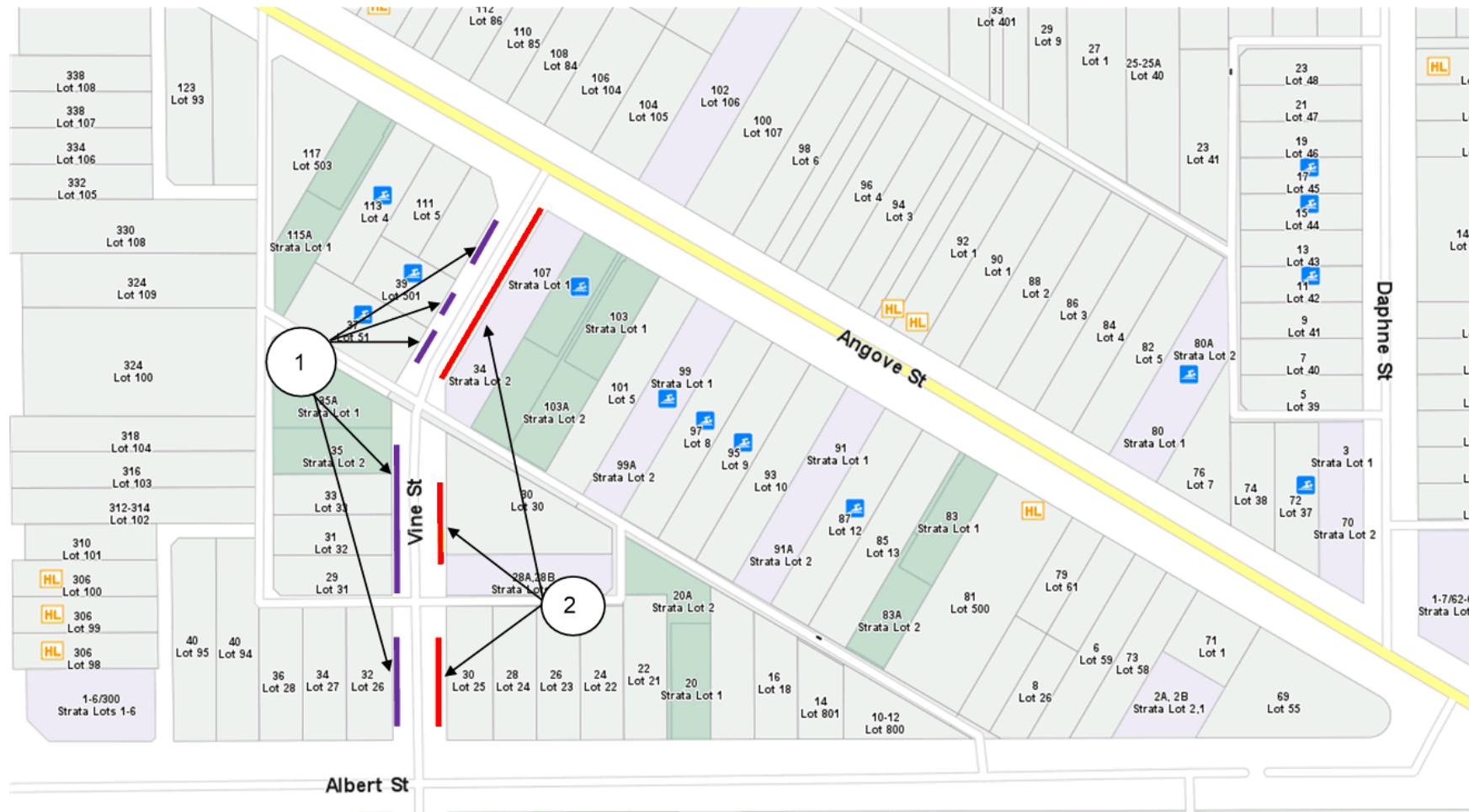


CITY OF VINCENT

NORTH PERTH PROPOSED PARKING RESTRICTIONS

**Pansy Street & Pansy Street Car Park Current, Advertised & Proposed Parking Restrictions**





	Parking Restriction Adopted on 7 March 2017	Parking Restriction Advertised 27 April 2018 – 20 May 2018	Proposed Parking Restriction
1.	No Parking	5P 8am – 6pm Monday – Friday	5P 8am – 6pm Monday – Friday
2.	5P 8am – 6pm Monday – Friday	No Parking	No Parking



CITY OF VINCENT

NORTH PERTH PROPOSED PARKING RESTRICTIONS

Vine Street Current, Advertised &amp; Proposed Parking Restrictions

<b>5.12</b>	<b>LATE REPORT: SUBMISSION ON MODERNISING WA'S PLANNING SYSTEM - PLANNING REFORM GREEN PAPER</b>
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REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING - 17 JULY 2018.

**6 ENGINEERING****6.1 TENDER NO. 548/18 - TREE WATERING AND TREE PLANTING SERVICES**

**TRIM Ref:** D18/74623  
**Author:** Jeremy van den Bok, Manager Parks & Urban Green  
**Authoriser:** Andrew Murphy, Director Engineering  
**Attachments:** 1. Pricing Schedule & Evaluation - Confidential

**RECOMMENDATION:**

That Council **ACCEPTS** Tender No. 548/18 from Leo Heaney Pty Ltd for the provision of Tree Watering and Tree Planting Services as per the pricing schedule (Confidential Attachment 1) in the tender submission and general conditions of tendering.

**PURPOSE OF REPORT:**

To consider awarding of Tender No. 548/18 – Tree Watering and Tree Planting Services for the City of Vincent.

**BACKGROUND:**

The City has intensified its tree planting program over the past five years, resulting in an increase in canopy cover in the public domain, an important objective of the City's Greening Plan.

Areas where the majority of new trees are planted are generally not reticulated, therefore manual tree watering is imperative to their survival over the first few years of their establishment, even with native species.

The current contract for tree watering and tree planting services, which has been provided by both Leo Heaney Pty Ltd and Brian Perich, expires on 1 August 2018.

Due to changes to the *Local Government (Functions and General) Regulations 1996*, a panel of contractors is no longer permitted unless supported by policy, therefore a single supplier is being engaged for the duration of this contract.

**DETAILS:****Tenders Received:**

At the close of the tender advertising period six conforming tenders were received from the following companies:

- Leo Heaney Pty Ltd
- ULL WA Pty Ltd
- Wattle Facility Group
- Trees Need Tree Surgeons
- Psyco Sands
- Tree Planting and Tree Watering

A second alternative tender was also received from Trees Need Tree Surgeons. This tender was non-conforming and therefore was not evaluated.

**Tender Assessment:**

Under delegation 1.19, the Procurement Plan was executed by the Director Engineering with the Evaluation Criteria being approved on 8 May 2018 as below.

CRITERIA	WEIGHTING
Financial offer	40%
Demonstrated experience, qualifications, capacity and resources to undertake the requirements of this contract.	30%
Demonstrated ability to supply and deliver services within the nominated timeframes	20%
History and viability of the company	10%
<b>Total</b>	<b>100%</b>

The tenders were assessed by members of the Tender Evaluation Panel (below) and each tender was assessed using the above evaluation criteria, with a scoring system being used as part of the assessment process.

#### Tender Evaluation Panel:

- Manager Parks and Urban Green
- Coordinator Parks
- Technical Officer Parks
- Assets Officer Projects

#### Tender Evaluation Ranking:

Tender rankings are shown in the following table. Of the seven tenders received, six were deemed compliant and were therefore evaluated. Full details and submitted prices are shown in **Confidential Attachment 1**.

Criteria	Weighting	Leo Heaney	Tree Planting and Tree Watering	ULL WA	Psyco Sands	Wattle Facility Group	Trees Need Tree Surgeons
Financial offer	40%	40	38	39	36.9	25.9	27.6
Demonstrated experience, qualifications, capacity and resources to undertake the requirements of this contract.	30%	25.5	25.5	24.8	24.8	22.5	20.3
Demonstrated ability to supply and deliver services within the nominated timeframes	20%	16.5	16.5	15	14.5	14.5	12
History and viability of the company	10%	9.3	9.3	9.3	7	7	7.3
<b>Total</b>	<b>100%</b>	<b>91.3</b>	<b>89.3</b>	<b>88.0</b>	<b>83.2</b>	<b>69.9</b>	<b>67.1</b>
<b>Ranking</b>		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>	<b>6<sup>th</sup></b>

#### CONSULTATION/ADVERTISING

Tender No. 548/18 – Tree Watering and Tree Planting Services was advertised on 9 May 2018 and closed on Friday 25 May 2018.

Contract Type	Hourly rate contract
Contract term:	Three years
Commencement date:	On awarding of contract
Expiry date:	Three years from awarding of contract

**LEGAL/POLICY:**

The tender was advertised and assessed in accordance with the *Local Government Act 1995*, *Local Government (Functions and General) Regulations 1996*, and the City's Purchasing Policy 1.2.3

**RISK MANAGEMENT IMPLICATIONS:**

Not applicable.

**STRATEGIC IMPLICATIONS:**

In accordance with the City's Strategic Plan 2013-2023, Objective 1 states:

*"1.1 Improve and maintain the natural and built environment and infrastructure."*

*1.1.4 "Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Costs associated with this contract are charged to various accounts, including the street tree and parks operating accounts and capital works accounts as required. The estimated cost per annum for providing these services is \$350,000 and this amount has been budgeted for across the various account codes as required.

**COMMENTS:**

A Tender Evaluation Summary is included in the **Confidential Attachment 1** and contains further information on the evaluation.

The submission from Leo Heaney Pty Ltd complies with all the tender requirements, they have satisfactorily performed in similar roles in other local governments and their tender submission provides good value for money.

As such the evaluation panel was satisfied that Leo Heaney Pty Ltd demonstrated that they have the capacity, experience, plant/equipment and personnel required to undertake the works outlined in the specification and will provide the City with the most advantageous outcome.

It is therefore recommended that Council accepts Tender No. 548/18 from Leo Heaney Pty Ltd for Tree Watering and Tree Planting Services.



**6.2 TENDER NO. 549/18 - REMOVAL OF TREES AND PRUNING OF TREES WITHIN PARKS AND RESERVES**

**TRIM Ref:** D18/74624  
**Author:** Jeremy van den Bok, Manager Parks & Urban Green  
**Authoriser:** Andrew Murphy, Director Engineering  
**Attachments:** 1. Pricing Schedule and Evaluation - Confidential

**RECOMMENDATION:**

That Council **ACCEPTS** Tender No. 549/18 from Professional Tree Surgeons for the Removal of Trees and Pruning of Trees within Parks and Reserves as per the pricing schedule (Confidential Attachment 1) in the tender submission and general conditions of tendering.

**PURPOSE OF REPORT:**

To consider awarding of Tender No. 549/18 – Removal of Trees and Pruning of Trees within Parks and Reserves for the City of Vincent.

**BACKGROUND:**

The scope of works for this contract includes the removal of trees across the City and the pruning of trees within parks and reserves only. The pruning of trees in streetscapes is not included in the scope of the contract.

Tree removal works are undertaken predominantly in streetscapes where trees are removed in the most cases due to decline, vandalism, damage after storm events or in limited cases where a tree location affects a development. Where trees are removed both in streetscapes and parks, a replacement tree is usually planted in close vicinity of the original specimen.

Tree pruning works undertaken in parks involve the pruning of the larger mature trees where they are overhanging roadways and/or adjacent properties.

The current contract for the removal of trees and pruning of trees within Parks and Reserves, which has been provided by both Beaver Tree Services and Dickies Tree Service, expires on the 1 August 2018.

Due to changes to the *Local Government (Functions and General) Regulations 1996*, a panel of contractors is no longer permitted unless supported by policy, therefore a single supplier is being engaged for the duration of this contract.

**DETAILS:****Tenders Received:**

At the close of the tender advertising period, eight conforming tenders were received from the following companies:

- Tree Amigos Tree Surgeons Pty Ltd
- WA Heritage Tree Surgeons
- Professional Tree Surgeons
- Tree Care WA
- Trees Need Tree Surgeons
- Premier Tree Services WA Pty Ltd
- Dickies Tree Service
- Beaver Tree Services Australia Pty Ltd

A second alternative tender was also received from Trees Need Tree Surgeons. This tender was non-conforming and therefore was not evaluated.

**Tender Assessment:**

Under delegation 1.19, the Procurement Plan was executed by the Director Engineering with the Evaluation Criteria being approved on 8 May 2018 as below.

CRITERIA	WEIGHTING
Financial offer	40%
Demonstrated experience, qualifications, capacity and resources to undertake the requirements of this contract.	30%
Demonstrated ability to supply and deliver services within the nominated timeframes	20%
History and viability of the company	10%
<b>Total</b>	<b>100%</b>

The tenders were assessed by members of the Tender Evaluation Panel (below) and each tender was assessed using the above evaluation criteria, with a scoring system being used as part of the assessment process.

**Tender Evaluation Panel:**

- Manager Parks and Urban Green
- Coordinator Parks
- Project Officer Parks and Environment
- Assets Officer Maintenance

**Tender Evaluation Ranking:**

Tender rankings are shown in the following table. Of the nine tenders received, eight were deemed compliant and were therefore evaluated. Full details and submitted prices are shown in **Confidential Attachment 1**.

Criteria	Weighting	Professional Tree Surgeons	Beaver Tree Services Australia Pty Ltd	Dickies Tree Service	Tree Care WA	Tree Amigos Tree Surgeons Pty Ltd	WA Heritage Tree Surgeons	Premier Tree Services WA Pty Ltd	Trees Need Tree Surgeons
Financial offer	40%	40	29.4	32.4	31.5	32.7	23.1	28.1	9.5
Demonstrated experience, qualifications, capacity and resources to undertake the requirements of this contract.	30%	25.5	27	24	23.3	21.8	24	20.3	21
Demonstrated ability to supply and deliver services within the nominated timeframes	20%	14	17.5	16	15	15.5	14	12.5	12.5
History and viability of the company	10%	9	9.3	9.3	8.5	8.3	8	6.3	8
<b>Total</b>	<b>100%</b>	<b>88.5</b>	<b>83.2</b>	<b>81.7</b>	<b>78.3</b>	<b>78.2</b>	<b>69.1</b>	<b>67.1</b>	<b>51.0</b>
<b>Ranking</b>		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>	<b>5<sup>th</sup></b>	<b>6<sup>th</sup></b>	<b>7<sup>th</sup></b>	<b>8<sup>th</sup></b>

**CONSULTATION/ADVERTISING:**

Tender No. 549/18 – Removal of Trees and Pruning of Trees within Parks and Reserves was advertised on 9 May 2018 and closed on Friday 25 May 2018.

Contract Type	Schedule of rates contract
Contract term:	Three years
Commencement date:	On awarding of contract
Expiry date:	Three years from awarding of contract

**LEGAL/POLICY:**

The tender was advertised and assessed in accordance with the *Local Government Act 1995*, *Local Government (Functions and General) Regulations 1996*, and the City's Purchasing Policy 1.2.3

**RISK MANAGEMENT IMPLICATIONS:**

Not applicable.

**STRATEGIC IMPLICATIONS:**

In accordance with the City's Strategic Plan 2013-2023, Objective 1 states:

*"1.1 Improve and maintain the natural and built environment and infrastructure."*

*1.1.4 "Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Costs associated with this contract are charged to various accounts, including the street tree and parks operating accounts and capital works accounts as required. The estimated cost per annum for providing these services is \$200,000 and this amount has been budgeted for across the various account codes as required.

**COMMENTS:**

A Tender Evaluation Summary is included in the **Confidential Attachment 1** and contains further information on the evaluation.

The submission from Professional Tree Surgeons complies with all the tender requirements and they have satisfactorily performed in similar roles and their tender submission provides good value for money.

As such the evaluation panel was satisfied that Professional Tree Surgeons demonstrated that they have the capacity, experience and personnel required to undertake the works outlined in the specification and will provide the City with the most advantageous outcome.

It is therefore recommended that Council accepts Tender No. 549/18 from Professional Tree Surgeons for removal of trees and pruning of trees within Parks and Reserves.

<b>6.3</b>	<b>TENDER NO. 551/18 - MAINTENANCE OF BORES, PUMPS AND ASSOCIATED WORKS</b>
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**TRIM Ref:** D18/74626  
**Author:** Jeremy van den Bok, Manager Parks & Urban Green  
**Authoriser:** Andrew Murphy, Director Engineering  
**Attachments:** 1. Pricing Schedule and Evaluation - Confidential

**RECOMMENDATION:**

That Council **ACCEPTS** Tender No. 551/18 from K.S. Black Pty Ltd for Maintenance of Bores, Pumps and Associated Works as per the pricing schedule (Confidential Attachment 1) in the tender submission and general conditions of tendering.

**PURPOSE OF REPORT:**

To consider awarding of Tender No. 551/18 – Maintenance of Bores, Pumps and Associated Works for the City of Vincent.

**BACKGROUND:**

The City has sixty one groundwater bores and associated pumping units that are maintained on a four yearly cycle. These assets are very expensive and regular maintenance is required to ensure they continue to work efficiently and their life cycle is prolonged.

The current contract for the maintenance of bores, pumps and associated works, which has been provided by K.S. Black expires on 1 August 2018.

**DETAILS:****Tenders Received:**

At the close of the tender advertising period, four tenders were received from the following companies:

- K.S. Black Pty Ltd
- Western Irrigation Pty Ltd
- Total Eden Pty Ltd
- Hydroquip Pumps

**Tender Assessment:**

Under delegation 1.19, the Procurement Plan was executed by the Director Engineering with the Evaluation Criteria being approved on 8 May 2018 as below.

CRITERIA	WEIGHTING
Financial offer	40%
Demonstrated experience, qualifications, capacity and resources to undertake the requirements of this contract.	30%
Demonstrated ability to supply and deliver services within the nominated timeframes	20%
History and viability of the company	10%
<b>Total</b>	<b>100%</b>

The tenders were assessed by members of the Tender Evaluation Panel (below) and each tender was assessed using the above evaluation criteria, with a scoring system being used as part of the assessment process.

#### Tender Evaluation Panel:

- Manager Parks & Urban Green
- Supervisor Parks
- Coordinator Engineering Operations
- Project Officer Parks and Environment

#### Tender Evaluation Ranking:

Tender rankings are shown in the following table. Of the four tenders received, all four were deemed compliant and were therefore evaluated. Full details and submitted prices are shown in **Confidential Attachment 1**.

Criteria	Weighting	KS Black Pty Ltd	Hydroquip Pumps	Total Eden Pty Ltd	Western Irrigation Pty Ltd
Financial offer	40%	33	40	32.9	23.4
Demonstrated experience, qualifications, capacity and resources to undertake the requirements of this contract.	30%	26.3	19.9	18.8	22.5
Demonstrated ability to supply and deliver services within the nominated timeframes	20%	18	13.3	13.5	16.5
History and viability of the company	10%	10	10	10	10
<b>Total</b>	<b>100%</b>	<b>87.3</b>	<b>83.1</b>	<b>75.2</b>	<b>72.4</b>
<b>Ranking</b>		<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>	<b>3<sup>rd</sup></b>	<b>4<sup>th</sup></b>

#### CONSULTATION/ADVERTISING:

Tender No. 551/18 – Maintenance of Bores, Pumps and Associated Works was advertised on 9 May 2018 and closed on Friday 25 May 2018.

Contract Type	Schedule of rates contract
Contract term:	Three years
Commencement date:	On awarding of contract
Expiry date:	Three years from awarding of contract

#### LEGAL/POLICY:

The tender was advertised and assessed in accordance with the *Local Government Act 1995*, *Local Government (Functions and General) Regulations 1996*, and the City's Purchasing Policy 1.2.3



**RISK MANAGEMENT IMPLICATIONS:**

Medium: This tender comprises of works that are an important service to the City, ensuring that our areas of public open space are maintained in a safe and sustainable manner. Bores and pumps are a valuable asset and must be regularly maintained to ensure they operate efficiently and effectively.

**STRATEGIC IMPLICATIONS:**

In accordance with the City's Strategic Plan 2013-2023, Objective 1 states:

*"1.1 Improve and maintain the natural and built environment and infrastructure."*

*1.1.4 "Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment."*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Costs associated with this contract are charged to the respective Parks and Reserves account on a four yearly cycle. Costs per annum vary, dependant on how many sites are serviced each year or what unplanned maintenance or repairs are required, however the total cost per annum would normally range from \$100,000 to \$120,000.

**COMMENTS:**

A Tender Evaluation Summary is included in the **Confidential Attachment 1** and contains further information on the evaluation.

The submission from K.S. Black Pty Ltd complies with all the tender requirements, they have satisfactorily performed in similar roles at other local governments and their tender submission provides good value for money.

As such the evaluation panel was satisfied that K.S. Black Pty Ltd demonstrated that they have the capacity, experience and personnel required to undertake the works outlined in the specification and will provide the City with the best value for money outcome.

It is therefore recommended that Council accepts Tender No. 551/18 from K.S. Black Pty Ltd for Maintenance of Bores, Pumps and Associated Works.

<b>6.4</b>	<b>LATE REPORT: TENDER NO. 553/18 - SUPPLY AND LAYING OF KERBING</b>
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REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING - 17 JULY 2018

<b>6.5</b>	<b>LATE REPORT: TENDER NO. 552/18 - TRAFFIC MANAGEMENT SERVICES</b>
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REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING – 17 JULY 2018

**7 CORPORATE SERVICES**

<b>7.1 LATE REPORT: CITY OF VINCENT LONG TERM FINANCIAL PLAN 2018/19-2027/28</b>
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REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING 17 JULY 2018

<b>7.2</b>	<b>AUTHORISATION OF EXPENDITURE FOR THE PERIOD 1 JUNE 2018 TO 25 JUNE 2018</b>
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**TRIM Ref:** D18/93510  
**Author:** Nikki Hirrill, Accounts Payable Officer  
**Authoriser:** Kerryn Batten, Director Corporate Services  
**Attachments:**

1. Payments by EFT June 18 [↓](#) 
2. Payments by Cheque June 18 [↓](#) 
3. Payments by Credit Card June 18 [↓](#) 

**RECOMMENDATION:**

That Council RECEIVES the list of accounts paid under delegated authority for the period 1 June 2018 to 25 June 2018 as detailed in attachment 1, 2 and 3 as summarised below:

Cheque Numbers 82349 - 82390	\$61,694.03
Cancelled cheques	-\$0.00
EFT Documents 2257 - 2266	\$3,787,202.89
Payroll	\$600,637.81
<b>Direct Debits</b>	
• Lease Fees	\$385.00
• Loan Repayments	\$148,533.26
• Bank Fees and Charges	\$21,437.31
• Credit Cards	\$7,416.61
<b>Total Direct Debit</b>	<b>\$177,772.18</b>
<b>Total Accounts Paid</b>	<b>\$4,627,306.91</b>

**PURPOSE OF REPORT:**

To present to Council the expenditure and list of accounts paid for the period 1 June 2018 to 25 June 2018.

**BACKGROUND:**

Council has delegated to the Chief Executive Officer (Delegation No. 1.14) the exercise of its 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 June 2018 to 25 June 2018, covers the following:

<b>FUND</b>	<b>CHEQUE NUMBERS/ PAY PERIOD</b>	<b>AMOUNT</b>
<b>Municipal Account (Attachment 1, 2 and 3)</b>		
Cheques	<b>82349 - 82390</b>	\$61,694.03
Cancelled Cheques		-\$0.00
EFT Payments	<b>2257 - 2266</b>	\$3,787,202.89
<b>Sub Total</b>		<b>\$3,848,896.92</b>
<b>Transfer of Payroll by EFT</b>	<b>12/06/18</b>	\$600,637.81
	<b>June 2018</b>	<b>\$600,637.81</b>
<b>Bank Charges and Other Direct Debits</b>		
Lease Fees		\$385.00
Loan Repayments		\$148,533.26
Bank Charges – CBA		\$21,437.31
Credit Cards		\$7,416.61
<b>Total Bank Charges and Other Direct Debits (Sub Total)</b>		<b>\$177,772.18</b>
<b>Total Payments</b>		<b>\$4,627,306.91</b>

**CONSULTING/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.*

- (3) *A list prepared under sub regulation (1) is to be —*
- *presented to Council at the next ordinary meeting of Council after the list is prepared; and*
  - *recorded in the minutes of that meeting.*

**RISK MANAGEMENT IMPLICATIONS:**

**Low:** Management systems are in place to establish satisfactory controls, supported by internal and external audit function.

**STRATEGIC IMPLICATIONS:**

Strategic Plan 2013-2023:

*“4.1 Provide good strategic decision-making, governance, leadership and professional management:*

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner;*

- (a) Continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

All Municipal Fund expenditure included in the list of payments is in accordance with Council's Annual Budget.

**COMMENTS:**

If Councillors require further information on any of the payments, please contact the Manager Financial Services.

Creditors Report - Payments by EFT 01/06/2018 to 25/06/2018				
<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2257.98000-01	01/06/2018	Australian Taxation Office	Payroll deduction	\$ 183,108.00
2258.2020-01	01/06/2018	Australian Services Union	Payroll deduction	\$ 302.06
2258.2045-01	01/06/2018	Child Support Agency	Payroll deduction	\$ 1,099.92
2258.2153-01	01/06/2018	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
2258.2213-01	01/06/2018	City of Vincent	Payroll deduction - staff contributions to vehicles	\$ 958.58
2258.2216-01	01/06/2018	City of Vincent Staff Social Club	Payroll deduction	\$ 484.00
2258.3133-01	01/06/2018	Depot Social Club	Payroll deduction	\$ 80.00
2258.6156-01	01/06/2018	Health Insurance Fund of WA	Payroll deduction	\$ 289.45
2258.8120-01	01/06/2018	Selectus Employee Benefits Pty Ltd	Payroll deduction	\$ 1,574.86
2259.3359-01	06/06/2018	Department of Mines, Industry Regulation and Safety	Levy collection	\$ 8,031.84
2260.2007-01	12/06/2018	Aline Brick Paving	Brick paving services - Newcastle St	\$ 2,409.00
2260.2008-01	12/06/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 59,384.26
2260.2030-01	12/06/2018	Benara Nurseries	Supply of plants	\$ 2,506.30
2260.2051-01	12/06/2018	Cleansweep (WA) Pty Ltd	Hire of road sweepers - various locations	\$ 3,196.88
2260.2052-01	12/06/2018	Cobblestone Concrete	Concrete intersection works - various locations	\$ 29,055.40
2260.2053-01	12/06/2018	Coca-Cola Amatil (Aust) Pty Limited	Beatty Park Café supplies	\$ 2,855.52
2260.2072-01	12/06/2018	Landgate	Gross rental valuations	\$ 434.53
2260.2074-01	12/06/2018	Dickies Tree Service	Tree lopping services - various locations	\$ 5,775.00
2260.2087-01	12/06/2018	Department of Fire and Emergency Services (DFES)	Emergency services levy - 4th quarter 2017/18	\$ 667,366.33
2260.2106-01	12/06/2018	Programmed Integrated Workforce Ltd	Temporary staff - Waste	\$ 7,430.34
2260.2113-01	12/06/2018	Kleenheat Gas	Forklift gas supplies	\$ 123.44
2260.2119-01	12/06/2018	Line Marking Specialists	Line marking services - various locations	\$ 7,449.20
2260.2122-01	12/06/2018	Bucher Municipal Pty Ltd	Plant repairs and maintenance - various	\$ 1,202.14
2260.2126-01	12/06/2018	Mayday Earthmoving	Bobcat, truck and mini excavator hire - various locations	\$ 11,608.30
2260.2134-01	12/06/2018	Midland Brick Company	Supply of brick pavers	\$ 14,251.72
2260.2136-01	12/06/2018	Mindarie Regional Council	Processable and non processable waste	\$ 116,198.28
2260.2175-01	12/06/2018	Pro Turf Services	Plant repairs and maintenance - various	\$ 3,248.52
2260.2185-01	12/06/2018	Galvins Plumbing Supplies	Plumbing supplies	\$ 439.67
2260.2186-01	12/06/2018	Leederville Foods Pty Ltd	City of Vincent contribution to Melski mural	\$ 5,522.00
2260.2189-01	12/06/2018	SAS Locksmiths	Key cutting & lock maintenance service - various locations	\$ 360.00
2260.2195-01	12/06/2018	Civica Pty Limited	Authority and customer relationship management licences	\$ 100,697.52
2260.2204-01	12/06/2018	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 108.05
2260.2221-01	12/06/2018	Turfmaster Facility Management	Glyphosate application - Charles Veryard Reserve	\$ 1,298.00
2260.2229-01	12/06/2018	W.A. Hino Sales & Service	Sweeper repairs and maintenance	\$ 588.10
2260.2234-01	12/06/2018	Water Corporation	Water charges - various locations	\$ 15,475.66

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2260.2240-01	12/06/2018	Valspar Paint (Solver Paints Osborne Park)	Paint supplies for graffiti removal	\$ 68.87
2260.3001-01	12/06/2018	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - Records	\$ 269.74
2260.3057-01	12/06/2018	European Foods Wholesalers Pty Ltd.	Beatty Park Café supplies	\$ 950.08
2260.3091-01	12/06/2018	Sam's Repairs & Maintenance	Sign installation & maintenance - various locations	\$ 6,985.00
2260.3092-01	12/06/2018	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 2,553.02
2260.3110-01	12/06/2018	Depiazzi	Mulch supplies	\$ 3,160.30
2260.3129-01	12/06/2018	Margaret River Agencies	Soft beverage supplies	\$ 237.60
2260.3146-01	12/06/2018	K.S. Black (WA) Pty Ltd	Bore static water level readings - various locations	\$ 12,012.00
2260.3170-01	12/06/2018	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 4,449.79
2260.3187-01	12/06/2018	Local Government Professionals Australia WA	Staff training - CCTV for critical infrastructure	\$ 850.00
2260.3213-01	12/06/2018	Domus Nursery	Supply of plants	\$ 2,010.86
2260.3222-01	12/06/2018	Securepay Pty Ltd	Web payments annual fee	\$ 495.00
2260.3224-01	12/06/2018	Metro Count	Supply of road tube	\$ 231.00
2260.3235-01	12/06/2018	My Best Friend Veterinary Centre	Vet services	\$ 3,471.54
2260.3239-01	12/06/2018	Award Contracting Pty Ltd	Locating services - Charles/Carr St	\$ 1,933.25
2260.3246-01	12/06/2018	Ellenby Tree Farm Pty Ltd	Supply of plants and trees	\$ 825.00
2260.3280-01	12/06/2018	Actimed Australia	Gym supplies - Blood pressure cuff	\$ 54.91
2260.3338-01	12/06/2018	B Christmass	Reimbursement of expenses - Swim school toys/Easter eggs	\$ 83.85
2260.3359-01	12/06/2018	Department of Mines, Industry Regulation and Safety	Levy collection	\$ 16,274.48
2260.3378-01	12/06/2018	Town of Cambridge	COV contribution for the management of Lake Monger	\$ 14,630.00
2260.3424-01	12/06/2018	Lynford Motors Pty Ltd Osborne Park	Vehicle service and repairs	\$ 731.00
2260.3474-01	12/06/2018	CSP Group	Plant repairs and maintenance	\$ 177.40
2260.3492-01	12/06/2018	The West Australian Newspaper Ltd	Newspapers for resale	\$ 322.50
2260.3510-01	12/06/2018	Town of Victoria Park	COV contribution to LGA network video creation	\$ 550.00
2260.3511-01	12/06/2018	City of Stirling	Bulk waste collection and green waste tipping fees	\$ 29,023.10
2260.3560-01	12/06/2018	Winc Australia Pty Ltd	Office supplies and consumables	\$ 410.17
2260.3636-01	12/06/2018	M E McKahey	Reimbursement of expenses - beverages for Council dinners	\$ 113.20
2260.3750-01	12/06/2018	Primus Telecom	Telephone charges	\$ 31.69
2260.3757-01	12/06/2018	J & K Hopkins	Office furniture supplies - Admin	\$ 3,669.00
2260.3929-01	12/06/2018	Chittering Valley Worm Farm	Worms and castings	\$ 270.00
2260.4017-01	12/06/2018	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance and water treatment	\$ 3,005.06
2260.4103-01	12/06/2018	Asphaltech Pty Ltd	Asphalt supplies - Shakespeare Street	\$ 53,923.99
2260.4156-01	12/06/2018	Wanneroo Plant Farm	Supply of plants	\$ 196.90
2260.4177-01	12/06/2018	W.A. Limestone Co	Limestone supplies	\$ 1,771.04
2260.4203-01	12/06/2018	Roworth & Co Nurserymen	Supply of plants	\$ 330.00
2260.4272-01	12/06/2018	International Auto Services	Plant repairs and maintenance	\$ 729.30
2260.4277-01	12/06/2018	Downer EDI Engineering Power Pty Ltd	Digital video recorder repairs - Depot	\$ 233.75
2260.4418-01	12/06/2018	West-Sure Group Pty Ltd	Cash collection services	\$ 6,550.34
2260.4447-01	12/06/2018	Blackwoods Atkins	Personal protective equipment & hardware supplies - Depot	\$ 924.64

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2260.4469-01	12/06/2018	Hisco Pty Ltd	Paper tablecloth rolls	\$ 135.43
2260.4481-01	12/06/2018	QuickMail	Printing services - Heritage newsletter	\$ 541.52
2260.4492-01	12/06/2018	Main Roads WA	Traffic signal modification - various locations	\$ 17,974.48
2260.4493-01	12/06/2018	Tom Lawton - Bobcat Hire	Tipping fees and bobcat hire - various locations	\$ 16,245.90
2260.4627-01	12/06/2018	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 12,772.82
2260.4637-01	12/06/2018	Multi Mix Concrete Pty Ltd	Concrete supplies - various locations	\$ 1,089.88
2260.4678-01	12/06/2018	Dunbar Services	Cleaning exhaust systems - BPLC	\$ 291.50
2260.4768-01	12/06/2018	Optus Billing Services Pty Ltd	Replacement of City handsets	\$ 1,017.50
2260.4800-01	12/06/2018	Cockburn Cement Limited	Cement & pallets	\$ 1,531.29
2260.4872-01	12/06/2018	Parkonsult Pty Ltd	Daily checks and minor maintenance	\$ 4,213.74
2260.4889-01	12/06/2018	Officeworks Superstores Pty Ltd	Paper supplies	\$ 499.00
2260.4919-01	12/06/2018	David Gray & Co Pty Ltd	Supply of green bins	\$ 35,432.32
2260.4971-01	12/06/2018	Totally Workwear	Uniform supplies - various departments	\$ 1,382.49
2260.5083-01	12/06/2018	Discus Digital Print	Printing services - various departments	\$ 2,992.66
2260.5084-01	12/06/2018	ATF Services Pty Ltd	Security fence - various locations	\$ 1,129.64
2260.5193-01	12/06/2018	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 198.00
2260.5301-01	12/06/2018	Kott Gunning	Legal services - general protection and employment advice	\$ 9,161.13
2260.5368-01	12/06/2018	Tamala Park Regional Council	Account for GST for sale of land	\$ 7,784.89
2260.5398-01	12/06/2018	Subaru Osborne Park	Vehicle service and repairs	\$ 548.99
2260.5410-01	12/06/2018	Perth Dishwashers	Dishwasher repairs - Admin and library	\$ 645.70
2260.5500-01	12/06/2018	Workwear Group Pty Ltd	Uniform supplies - Customer services	\$ 418.20
2260.5598-01	12/06/2018	Total Eden Pty Ltd	Reticulation supplies	\$ 93.85
2260.5598-01	12/06/2018	Total Eden Pty Ltd	Remove and assess Beatty Park geothermal bore pump	\$ 7,634.00
2260.5683-01	12/06/2018	Tourism Brochure Exchange	Distribution services - BPLC	\$ 165.00
2260.5700-01	12/06/2018	Jack Lockers	Locker hire - BPLC	\$ 1,173.00
2260.5737-01	12/06/2018	Massey's Herd Milk Supply	Milk supplies	\$ 642.60
2260.5898-01	12/06/2018	Replants.com Pty Ltd	Supply of grass trees and plants	\$ 2,200.00
2260.6072-01	12/06/2018	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 5,061.95
2260.6081-01	12/06/2018	Boral Construction Materials Group	Concrete supplies - Frame Court	\$ 367.55
2260.6218-01	12/06/2018	Devco Builders	Maintenance and repairs - various locations	\$ 82,915.51
2260.6258-01	12/06/2018	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	\$ 677.00
2260.6259-01	12/06/2018	Australian HVAC Services Pty Ltd	Airconditioning maintenance & repairs - various locations	\$ 3,679.04
2260.6383-01	12/06/2018	WC Convenience Management Pty Ltd	Maintenance exeloo's - various locations	\$ 4,190.44
2260.6390-01	12/06/2018	Eric Hood Pty Ltd	Painting services - Beaufort Street car park sign and base	\$ 4,136.00
2260.6455-01	12/06/2018	The BBQ Man	Bin and pressure cleaning services - various locations	\$ 1,991.00
2260.6468-01	12/06/2018	Scarboro Toyota	Vehicle service and repairs	\$ 324.94
2260.6486-01	12/06/2018	Blue Heeler Trading	Uniform supplies - BPLC	\$ 177.93
2260.6514-01	12/06/2018	ABA Automatic Gates WA	Repair automatic gate - DSR	\$ 165.00
2260.6551-01	12/06/2018	iSUBSCRiBE Pty Ltd	Library magazine subscriptions	\$ 478.90



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2260.6733-01	12/06/2018	1905 Coffee on Newcastle	Catering services - Council briefing	\$ 110.00
2260.6751-01	12/06/2018	Sallie Watson	Staff training - First aid	\$ 2,080.00
2260.6799-01	12/06/2018	Beaufort Street Network Inc.	Town centre initiative grant and event funding	\$ 7,783.95
2260.6838-01	12/06/2018	Green Building Council of Australia	Annual membership fee	\$ 2,640.00
2260.6881-01	12/06/2018	Bridgestone Select West Perth/Osborne Park	Tyre services	\$ 246.08
2260.7009-01	12/06/2018	JBA Survey	Surveying services - Bourke/Loftus St intersection	\$ 577.50
2260.7073-01	12/06/2018	Atom Supply	Lubricant supplies	\$ 184.54
2260.7087-01	12/06/2018	Hans Andresen	Banner installation and removal - NAIDOC week	\$ 2,080.10
2260.7118-01	12/06/2018	C Wood Distributors	Beatty Park Café supplies	\$ 953.70
2260.7140-01	12/06/2018	Traffic Signals Consultant Pty Ltd	Consultancy services - Traffic signal design	\$ 726.00
2260.7189-01	12/06/2018	Steann Pty Ltd	Collect & dispose of illegally dumped goods	\$ 660.00
2260.7190-01	12/06/2018	Chindarsi Architects	Design advisory fee	\$ 880.00
2260.7254-01	12/06/2018	Kings Metal Fabrications	Installation of bike racks - nib stadium	\$ 1,766.00
2260.7282-01	12/06/2018	Rubek Automatic Doors	Repair automatic door - Admin	\$ 242.00
2260.7318-01	12/06/2018	Plantercraft	Pot furniture - Parks	\$ 324.00
2260.7420-01	12/06/2018	Leederville Hotel (T/A Pent Pty Ltd)	Parking revenue distribution	\$ 17,115.14
2260.7431-01	12/06/2018	BM Perich	Street tree services - various locations	\$ 5,853.10
2260.7460-01	12/06/2018	RTRfm 92.1	Refund of hall bond	\$ 1,000.00
2260.7473-01	12/06/2018	Leederville Connect	Town team grant - Business sub group reignition	\$ 10,000.00
2260.7481-01	12/06/2018	Regents Commercial	Variable outgoings - Barlee Street car park	\$ 4,777.92
2260.7572-01	12/06/2018	Compu-Stor	Records digitisation and off-site storage	\$ 346.65
2260.7593-01	12/06/2018	Yoshino Sushi	Beatty Park Café supplies	\$ 222.42
2260.7605-01	12/06/2018	Centropak	Beatty Park Café supplies	\$ 1,976.47
2260.7647-01	12/06/2018	St Patrick's Day WA	Bond refund - St Patricks Day Festival 2018	\$ 2,105.00
2260.7654-01	12/06/2018	Worldwide Printing Solutions East Perth	Printing services - safety posters	\$ 396.00
2260.7733-01	12/06/2018	Acurix Networks Pty Ltd	Public Wi Fi service - various locations	\$ 2,319.90
2260.7777-01	12/06/2018	Daniela Toffali	Fitness instructor fees	\$ 310.00
2260.7799-01	12/06/2018	Bent Logic	RFID card supplies	\$ 3,025.00
2260.7950-01	12/06/2018	Rawlicious Delights	Beatty Park Café supplies	\$ 145.20
2260.7955-01	12/06/2018	Synergy	Electricity charges - various locations	\$ 1,227.00
2260.7967-01	12/06/2018	CS Legal	Debt recovery services	\$ 2,010.64
2260.8009-01	12/06/2018	Marketforce Express Pty Ltd	Advertising services - Seek	\$ 434.50
2260.8040-01	12/06/2018	Wilson Security	Security services - various locations	\$ 6,132.46
2260.8108-01	12/06/2018	Leo Heaney Pty Ltd	Street tree services - various locations	\$ 23,317.69
2260.8127-01	12/06/2018	R Powell	Reimbursement of expenses - Fuel	\$ 51.19
2260.8369-01	12/06/2018	Technology One Ltd	GIS consulting services	\$ 6,314.00
2260.8420-01	12/06/2018	Corsign WA Pty Ltd	Sign supplies - various locations	\$ 1,953.88
2260.8441-01	12/06/2018	Scorpion Training Solutions	Staff training - Health and safety	\$ 880.00
2260.8449-01	12/06/2018	Cr J Murphy	Reimbursement of expenses - child care	\$ 800.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2260.8466-01	12/06/2018	Local Government Professionals Australia	2018 Local government professionals management challenge	\$ 5,720.00
2260.8498-01	12/06/2018	Wheelers Books	Library books	\$ 556.11
2260.8520-01	12/06/2018	Transition Town Vincent	Trial of community composting project	\$ 1,591.61
2260.8526-01	12/06/2018	Solution 4 Building Pty Ltd	Upgrade works - Braithwaite Park toilet block	\$ 87,028.07
2260.8542-01	12/06/2018	Window Shading Solutions Pty Ltd	Blinds maintenance - Admin	\$ 121.00
2260.8547-01	12/06/2018	AWB Building Co.	Plumbing services - various locations	\$ 10,655.11
2260.8555-01	12/06/2018	North Metropolitan TAFE	Staff training - Marketing and communication	\$ 2,229.00
2260.8576-01	12/06/2018	Work Metrics Pty Ltd	Online inductions	\$ 110.00
2260.8586-01	12/06/2018	Tree Amigos	Street trees & parks pruning/removal - various locations	\$ 4,552.35
2260.8593-01	12/06/2018	Colleagues Nagels	Integrated transferable parking permits	\$ 168.74
2260.8609-01	12/06/2018	Minter Ellison	Legal services - General employment matters	\$ 1,969.00
2260.8620-01	12/06/2018	Boyan Electrical Services	Electrical services - Loftus Recreation Centre	\$ 20,150.85
2260.8645-01	12/06/2018	Domain Catering Pty Ltd	Catering services - Urban Mob	\$ 200.00
2260.8652-01	12/06/2018	IGA Mt Lawley (Gil Family Trust)	Reimbursement of electricity usage	\$ 1,980.00
2260.8665-01	12/06/2018	Zumba Fitness Patricia Rojo	Fitness instructor fees	\$ 540.00
2260.8672-01	12/06/2018	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$ 598.30
2260.8694-01	12/06/2018	Nordic Fitness Equipment	Cleaning wipes for gym	\$ 492.00
2260.8724-01	12/06/2018	Bamboo Catering	Catering services - Council meeting	\$ 861.52
2260.8737-01	12/06/2018	Unilever Australia Ltd	Beatty Park Café supplies	\$ 1,692.45
2260.8743-01	12/06/2018	Konica Minolta Business Solutions	Copy costs - various departments	\$ 497.84
2260.8744-01	12/06/2018	ZOHO Corporation Pte Ltd	Additional nodes for Service Desk Manager Plus	\$ 1,336.50
2260.8753-01	12/06/2018	Veronika Hackl (Move To Life)	Fitness instructor fees	\$ 100.00
2260.8765-01	12/06/2018	Bowden Tree Consultancy	Arboricultural services - various locations	\$ 858.00
2260.8772-01	12/06/2018	Access Icon Pty Ltd	Supply of side entry frames	\$ 561.00
2260.8793-01	12/06/2018	Nightlife Music Pty Ltd	Crowd DJ	\$ 560.43
2260.8798-01	12/06/2018	Shane McMaster Surveys	Surveying services - various locations	\$ 880.00
2260.8833-01	12/06/2018	Noma Pty Ltd	Design advisory fee	\$ 880.00
2260.8842-01	12/06/2018	Emerge Associates	Drainage assessment - Loftus Centre	\$ 908.88
2260.8845-01	12/06/2018	Gymcare	Gym equipment repairs and maintenance	\$ 1,388.68
2260.8855-01	12/06/2018	Information Proficiency	HPE Content Manager support	\$ 385.00
2260.8876-01	12/06/2018	Trophy Specialists	TravelSmart awards 2017/18	\$ 159.25
2260.8893-01	12/06/2018	MM IT Consulting (WA) Pty Ltd	Network consultancy in relation to reports	\$ 3,547.50
2260.8895-01	12/06/2018	Braestone Pty Ltd	Business systems review	\$ 770.00
2260.8914-01	12/06/2018	Refresh Water Pty Ltd	Water cooler collection	\$ 5.00
2260.8915-01	12/06/2018	Metal Artwork Creations	Supply of staff name badges - various departments	\$ 468.05
2260.8937-01	12/06/2018	People Sense	Counselling services	\$ 2,288.00
2260.8938-01	12/06/2018	Atmos Foods Pty Ltd	Beatty Park Café supplies	\$ 237.60
2260.8944-01	12/06/2018	RSA Signs Pty Ltd	Parking sign supplies - various locations	\$ 287.65
2260.8959-01	12/06/2018	KP Electric (Australia) Pty Ltd	Electrical services - various locations	\$ 12,566.85

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2260.8963-01	12/06/2018	Smoke and Mirrors AV	Supply of PA system - NAIDOC celebration	\$ 752.00
2260.8964-01	12/06/2018	New Dimension Mechanical Services	Refrigeration repairs - BPLC cafe	\$ 288.75
2260.8969-01	12/06/2018	Bootlegger Coffee Co.	Hot beverage supplies - Glow Effect youth event	\$ 440.00
2260.8974-01	12/06/2018	GTA Consultants (WA) Pty Ltd	Design services - Bike lane Cleaver/Carr Street	\$ 8,120.75
2260.8976-01	12/06/2018	Stott Hoare	Supply of cables	\$ 357.50
2260.8991-01	12/06/2018	Securus	Security services - Admin	\$ 157.50
2260.9016-01	12/06/2018	CM Promotions	Sunscreen supplies	\$ 480.00
2260.9056-01	12/06/2018	Dalin Electrical Controls	Investigate geothermal system failure - BPLC	\$ 412.50
2260.9130-01	12/06/2018	Frostbland Pty Ltd	Merchandise - BPLC	\$ 341.93
2260.9163-01	12/06/2018	UDLA	Architectural consultancy - Banks Reserve master plan	\$ 15,708.00
2260.9165-01	12/06/2018	Vigilant Traffic Management Group Pty Ltd	Traffic management services - various locations	\$ 60,265.38
2260.9172-01	12/06/2018	Traffic Systems West (Ennis Traffic Safety Solutions Pty Ltd)	Supply & install separation kerbing & bollards - Beaufort St.	\$ 6,086.85
2260.9204-01	12/06/2018	Forpark Australia Pty Ltd	Supply & install exercise equipment - Les Lilleyman Reserve	\$ 10,370.80
2260.9206-01	12/06/2018	Allwest Plant Hire Australia Pty Ltd	Drainage works - Shakespeare Street upgrade	\$ 57,354.00
2260.9211-01	12/06/2018	M P Rogers & Associates Pty Ltd	Engineering inspection services - Banks Reserve jetty	\$ 6,510.94
2260.9256-01	12/06/2018	Ladder Project	Collaborative grant funding	\$ 25,000.00
2260.9263-01	12/06/2018	Zimbulis Foods	Beatty Park Café supplies	\$ 483.96
2260.9286-01	12/06/2018	Manic Botanic (Manic WA Pty Ltd)	Wreath for USA Memorial Day	\$ 150.00
2260.9299-01	12/06/2018	SpacetoCo Pty Ltd	Consultancy fee - Reporting & financial handling	\$ 330.00
2260.9306-01	12/06/2018	4Branding	Supply of vacuum bottles, reusable coffee cups and bags	\$ 14,575.00
2260.9309-01	12/06/2018	Renouf Fitness	Gym equipment repairs and maintenance	\$ 364.80
2260.9323-01	12/06/2018	Sid Thoo	Design advisory fee	\$ 440.00
2260.9348-01	12/06/2018	Powerlux WA	Upgrade street lighting - various locations	\$ 86,045.26
2260.9357-01	12/06/2018	Digital Signage Perth	Supply of TVs and media players - Admin	\$ 6,927.80
2260.9366-01	12/06/2018	Dave Lanfear Consulting Pty Ltd	Consultancy fees - COV public open space strategy	\$ 16,038.00
2260.9379-01	12/06/2018	Urimat Australia Pty Ltd	Supply of jet towel hand driers - BPLC	\$ 5,016.00
2260.9385-01	12/06/2018	Bindi Bindi Dreaming	Library cultural session - Nyoongar history & cooking class	\$ 1,320.00
2260.9387-01	12/06/2018	Foundry Consulting Pty Ltd	Consultancy services - Index benchmarking	\$ 5,925.08
2260.9390-01	12/06/2018	Naman Sarna T/As Spicy Chai Cafe	Catering services - Council meeting	\$ 383.50
2260.9430-01	12/06/2018	M Mayhills	Refund of grounds bond	\$ 250.00
2260.9434-01	12/06/2018	Aboriginal Health Council of Western Australia	Sponsorship funding - Close the Gap Day	\$ 10,000.00
2260.9435-01	12/06/2018	SMF Projects Pty Ltd	Refund of works bond	\$ 200.00
2260.9436-01	12/06/2018	V Perks	Part refund of dog registration	\$ 75.00
2260.9441-01	12/06/2018	Acacia Collard	Design and construction of sand mural - Hyde Park	\$ 1,500.00
2260.9442-01	12/06/2018	Sarah Nind	Refund of hall bond	\$ 1,000.00
2260.9443-01	12/06/2018	W R Jacks	Heritage program - reimbursement for lacework template	\$ 495.00
2260.9444-01	12/06/2018	X J Ye & K Xie	Rates refund	\$ 1,131.26
2260.9445-01	12/06/2018	Mullins BT Pty Ltd	Rates refund	\$ 1,915.21
2260.9455-01	12/06/2018	RD Events	Refund of grounds bond	\$ 1,500.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2260.9456-01	12/06/2018	V Mauri	Refund of grounds bond	\$ 250.00
2260.9457-01	12/06/2018	Heart Inspired Events	Refund of grounds bond	\$ 1,000.00
2260.9458-01	12/06/2018	C Pal	Refund of hall hire overpayment	\$ 280.00
2260.9459-01	12/06/2018	H Gowers	Refund of hall hire overpayment	\$ 55.00
2260.9460-01	12/06/2018	M Kronja	Refund of works bond	\$ 275.00
2260.9461-01	12/06/2018	B R Fazio	Refund of works bond	\$ 2,000.00
2260.9462-01	12/06/2018	Australian Renovation Group Pty Ltd	Refund of works bond	\$ 2,000.00
2260.9463-01	12/06/2018	The Roof & Wall Doctor Pty Ltd	Refund of works bond	\$ 1,000.00
2260.9464-01	12/06/2018	S & L M Dikolli	Refund of works bond	\$ 3,000.00
2260.9465-01	12/06/2018	Swing Dance Academy	Refund of hall bond	\$ 300.00
2260.9466-01	12/06/2018	G Morgan	Refund of hall bond	\$ 250.00
2260.9470-01	12/06/2018	Uni Camp for Kids	Refund of grounds bond	\$ 1,000.00
2260.9471-01	12/06/2018	Magnetic Dance	Refund of hall hire	\$ 687.50
2261.9446-01	14/06/2018	E De Pellegrin	One off \$40 refund for smaller bin trial	\$ 40.00
2261.9447-01	14/06/2018	L Coufos	One off \$40 refund for smaller bin trial	\$ 40.00
2261.9448-01	14/06/2018	S R Matthews	One off \$40 refund for smaller bin trial	\$ 40.00
2261.9449-01	14/06/2018	A C Shepherdson	One off \$40 refund for smaller bin trial	\$ 40.00
2261.9450-01	14/06/2018	S Mendelawitz	One off \$40 refund for smaller bin trial	\$ 40.00
2261.9451-01	14/06/2018	J E MacLiver	One off \$40 refund for smaller bin trial	\$ 40.00
2261.9452-01	14/06/2018	C R Poulsen	One off \$40 refund for smaller bin trial	\$ 40.00
2261.9453-01	14/06/2018	H G McNee and I D McNee	One off \$40 refund for smaller bin trial	\$ 40.00
2262.98000-01	14/06/2018	Australian Taxation Office	Payroll deduction	\$ 178,066.00
2263.2020-01	14/06/2018	Australian Services Union	Payroll deduction	\$ 302.06
2263.2045-01	14/06/2018	Child Support Agency	Payroll deduction	\$ 1,099.92
2263.2153-01	14/06/2018	L.G.R.C.E.U.	Payroll deduction	\$ 20.50
2263.2213-01	14/06/2018	City of Vincent	Payroll deduction - staff contributions to vehicles	\$ 1,038.38
2263.2216-01	14/06/2018	City of Vincent Staff Social Club	Payroll deduction	\$ 488.00
2263.3133-01	14/06/2018	Depot Social Club	Payroll deduction	\$ 80.00
2263.6156-01	14/06/2018	Health Insurance Fund of WA	Payroll deduction	\$ 289.45
2263.8120-01	14/06/2018	Selectus Employee Benefits Pty Ltd	Payroll deduction	\$ 2,412.32
2264.6524-01	15/06/2018	Cr J Topelberg	Council meeting fee	\$ 1,916.66
2264.7143-01	15/06/2018	Cr R Harley	Council meeting fee	\$ 1,916.66
2264.7862-01	15/06/2018	Mayor E Cole	Council meeting fee	\$ 7,797.33
2264.8435-01	15/06/2018	Cr D Loden	Council meeting fee	\$ 1,916.66
2264.8438-01	15/06/2018	Cr S Gontaszewski	Council meeting fee	\$ 3,223.49
2264.8449-01	15/06/2018	Cr J Murphy	Council meeting fee	\$ 1,916.66
2264.8808-01	15/06/2018	Cr J Hallett	Council meeting fee	\$ 1,916.66
2264.9018-01	15/06/2018	Cr A Castle	Council meeting fee	\$ 1,916.66
2264.9019-01	15/06/2018	Cr J Fotakis	Council meeting fee	\$ 1,916.66

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2265.2019-01	21/06/2018	Australia Post (Agency Commission)	Council meeting fee	\$ 59.77
2265.2204-01	21/06/2018	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 1,619.97
2265.2234-01	21/06/2018	Water Corporation	Hydrant standpipe charges	\$ 853.64
2265.3144-01	21/06/2018	Caltex Australia Petroleum Pty Ltd	Fuel and oils	\$ 37,205.02
2265.7561-01	21/06/2018	Allcare Monitoring Services	After hours call service - for two months	\$ 3,499.98
2265.7955-01	21/06/2018	Synergy	Electricity charges - various locations	\$ 5,418.40
2265.8810-01	21/06/2018	Australia Post	Postage charges	\$ 33,153.14
2265.9416-01	21/06/2018	A Hayes	Refund of overcharged parking ticket	\$ 4.77
2265.9433-01	21/06/2018	M Beneit	Refund of parking ticket, charged twice	\$ 2.50
2265.9476-01	21/06/2018	Quest Events Pty Ltd	Staff training - Waste strategy summit 2018	\$ 2,995.00
2266.2007-01	25/06/2018	Aline Brick Paving	Brick paving services - Newcastle/Carr Street	\$ 11,401.50
2266.2008-01	25/06/2018	Alinta Energy	Electricity and gas charges - various locations	\$ 48,761.58
2266.2029-01	25/06/2018	Bunnings Building Supplies	Hardware supplies - BPLC	\$ 575.25
2266.2030-01	25/06/2018	Benara Nurseries	Supply of plants	\$ 517.22
2266.2033-01	25/06/2018	BOC Gases Australia Limited	CO2 for beverage and oxygen supplies	\$ 630.31
2266.2043-01	25/06/2018	Chadson Engineering Pty Ltd	Supply of pool sampling tablets	\$ 520.30
2266.2049-01	25/06/2018	City Of Perth	BA/DA archive retrievals	\$ 109.47
2266.2051-01	25/06/2018	Cleansweep (WA) Pty Ltd	Hire of road sweepers - various locations	\$ 1,100.00
2266.2052-01	25/06/2018	Cobblestone Concrete	Concrete path construction - various locations	\$ 34,036.20
2266.2072-01	25/06/2018	Landgate	Gross rental valuations and land enquiries	\$ 566.93
2266.2074-01	25/06/2018	Dickies Tree Service	Tree lopping services - Namatjeera playground	\$ 495.00
2266.2105-01	25/06/2018	Inner City Newsagency	Newspaper delivery	\$ 175.04
2266.2106-01	25/06/2018	Programmed Integrated Workforce Ltd	Temporary staff - Waste	\$ 3,055.88
2266.2119-01	25/06/2018	Line Marking Specialists	Line marking services - various locations	\$ 9,926.12
2266.2120-01	25/06/2018	LO-GO Appointments	Temporary staff - Depot	\$ 1,014.95
2266.2122-01	25/06/2018	Bucher Municipal Pty Ltd	Plant repairs and maintenance	\$ 1,820.83
2266.2126-01	25/06/2018	Mayday Earthmoving	Bobcat, truck and mini excavator hire - various locations	\$ 18,426.10
2266.2136-01	25/06/2018	Mindarie Regional Council	Processable and non processable waste	\$ 89,298.00
2266.2189-01	25/06/2018	SAS Locksmiths	Key cutting & lock maintenance service - various locations	\$ 171.60
2266.2192-01	25/06/2018	Sigma Chemicals	Pool chemicals	\$ 6,102.80
2266.2200-01	25/06/2018	Sportsworld Of WA	Merchandise - BPLC	\$ 446.05
2266.2204-01	25/06/2018	Telstra Corporation Ltd	Telephone and internet charges - various locations	\$ 19.25
2266.2221-01	25/06/2018	Turfmaster Facility Management	Turf maintenance & weed control program - various locations	\$ 46,178.00
2266.2229-01	25/06/2018	W.A. Hino Sales & Service	Plant repairs and maintenance	\$ 3,387.65
2266.3001-01	25/06/2018	Hays Specialist Recruitment (Australia) Pty Ltd	Temporary staff - various departments	\$ 13,030.08
2266.3034-01	25/06/2018	Sanax Medical & First Aid Supplies	First aid supplies	\$ 224.35
2266.3040-01	25/06/2018	Shenton Enterprises Pty Ltd	Service of AIDS memorial fountain	\$ 1,335.13
2266.3057-01	25/06/2018	European Foods Wholesalers Pty Ltd.	Beatty Park Café supplies	\$ 1,270.97
2266.3066-01	25/06/2018	Royal Life Saving Society	First aid supplies	\$ 225.80

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2266.3091-01	25/06/2018	Sam's Repairs & Maintenance	Sign installation & maintenance - various locations	\$ 165.00
2266.3092-01	25/06/2018	Flick Anticimex Pty Ltd	Pest control services - various locations	\$ 1,592.44
2266.3103-01	25/06/2018	Forestvale Trees	Supply of trees	\$ 1,584.00
2266.3146-01	25/06/2018	K.S. Black (WA) Pty Ltd	Pump repairs - Kyilla Reserve	\$ 840.40
2266.3161-01	25/06/2018	Enzed Perth & Enzed Wangara	Plant repairs and maintenance	\$ 371.78
2266.3170-01	25/06/2018	Elliotts Irrigation Pty Ltd	Reticulation repairs and maintenance - various locations	\$ 2,455.78
2266.3195-01	25/06/2018	Initial Hygiene	Sharps disposal services	\$ 2,063.62
2266.3213-01	25/06/2018	Domus Nursery	Supply of plants	\$ 1,931.60
2266.3215-01	25/06/2018	Les Mills	Licence fees for fitness classes	\$ 1,553.41
2266.3222-01	25/06/2018	Securepay Pty Ltd	Web payment fees	\$ 1,379.68
2266.3239-01	25/06/2018	Award Contracting Pty Ltd	Locating services - various locations	\$ 10,076.00
2266.3280-01	25/06/2018	Actimed Australia	Gym supplies - fitness balls	\$ 74.80
2266.3281-01	25/06/2018	Community Newspapers	Advertising - BPLC	\$ 1,274.85
2266.3410-01	25/06/2018	Allmark and Associates Pty Ltd	Name plates - Admin	\$ 37.95
2266.3416-01	25/06/2018	Shade Experience	Shade sail repairs - Bourke Street Reserve	\$ 660.00
2266.3417-01	25/06/2018	Slater-Gartrell Sports	Supply & install match wicket and turf - Britannia Reserve	\$ 14,434.20
2266.3424-01	25/06/2018	Lynford Motors Pty Ltd Osborne Park	Vehicle service and repairs	\$ 1,617.65
2266.3474-01	25/06/2018	CSP Group	Plant repairs and maintenance	\$ 878.20
2266.3492-01	25/06/2018	The West Australian Newspaper Ltd	Newspapers for resale	\$ 475.31
2266.3496-01	25/06/2018	Orbit Health & Fitness Solutions	Gym equipment repairs	\$ 289.50
2266.3511-01	25/06/2018	City of Stirling	Bulk waste collection and green waste tipping fees	\$ 31,024.20
2266.3511-01	25/06/2018	City of Stirling	Long service leave liability	\$ 986.04
2266.3555-01	25/06/2018	AAA Headsets	Supply of wireless headsets	\$ 1,687.40
2266.3560-01	25/06/2018	Winc Australia Pty Ltd	Office supplies and consumables	\$ 4,202.32
2266.3606-01	25/06/2018	Heavy Automatics Pty Ltd - WA	Plant repairs and maintenance	\$ 539.00
2266.3613-01	25/06/2018	Donegan Enterprises Pty Ltd	Playground inspections and maintenance - various locations	\$ 7,579.00
2266.3683-01	25/06/2018	Naturalis Spring Water	Spring water supplies	\$ 43.20
2266.3700-01	25/06/2018	Quality Traffic Management Pty Ltd	Traffic management services - Oxford Street	\$ 1,317.25
2266.3712-01	25/06/2018	Sports Turf Technology Pty Ltd	Annual groundwater monitoring report	\$ 9,442.40
2266.3712-01	25/06/2018	Sports Turf Technology Pty Ltd	Groundwater well licence renewals	\$ 1,815.00
2266.3732-01	25/06/2018	Telstra	Repair damaged Telstra pit - Brady Street	\$ 1,370.70
2266.3757-01	25/06/2018	J & K Hopkins	Office furniture supplies - Admin and Depot	\$ 468.00
2266.3772-01	25/06/2018	Midalia Steel	Supply of fence panels	\$ 792.00
2266.3880-01	25/06/2018	Institute of Public Works Engineering Australasia (WA)	Staff training - IPWEA State conference	\$ 2,900.00
2266.4017-01	25/06/2018	Trisley's Hydraulic Services Pty Ltd	Pool equipment maintenance and water treatment	\$ 11,491.70
2266.4035-01	25/06/2018	Kevrek (Australia) Pty Ltd	Crane service	\$ 461.67
2266.4060-01	25/06/2018	Tudor House (WA) Pty Ltd	Printing services - banner artwork	\$ 390.50
2266.4161-01	25/06/2018	Instant Windscreens	Supply and fit windscreen	\$ 845.00
2266.4199-01	25/06/2018	The Children's Book Council Of Australia (WA Branch)	Library supplies	\$ 108.00



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2266.4205-01	25/06/2018	Ryall's Water Workout	Supply of buoyancy belts - BPLC	\$ 216.00
2266.4210-01	25/06/2018	Beaver Tree Services	Street trees & parks pruning/removal - various locations	\$ 6,859.60
2266.4214-01	25/06/2018	Kerbing West	Kerbing services - various locations	\$ 12,945.19
2266.4221-01	25/06/2018	Suez Recycling & Recovery Pty Ltd	Waste collection services - BPLC	\$ 657.80
2266.4319-01	25/06/2018	Oce-Australia Pty Ltd	Scanner rental	\$ 363.00
2266.4367-01	25/06/2018	Academy Services WA Pty Ltd	Cleaning services - various locations; washroom consumables	\$ 40,944.30
2266.4382-01	25/06/2018	Curtin University Of Technology	Sponsorship - Curtin Ignition program 2018	\$ 2,950.00
2266.4418-01	25/06/2018	West-Sure Group Pty Ltd	Cash collection services - various locations	\$ 6,118.20
2266.4493-01	25/06/2018	Tom Lawton - Bobcat Hire	Bobcat hire - various locations	\$ 6,743.00
2266.4627-01	25/06/2018	Flexi Staff Pty Ltd	Temporary staff - various departments	\$ 5,711.91
2266.4768-01	25/06/2018	Optus Billing Services Pty Ltd	Telephone and internet charges	\$ 17.60
2266.4862-01	25/06/2018	Primavera Quality Meats	Catering services - Depot	\$ 160.00
2266.4872-01	25/06/2018	Parkonsult Pty Ltd	Daily checks and minor maintenance	\$ 5,892.36
2266.4889-01	25/06/2018	Officeworks Ltd	Paper supplies	\$ 499.00
2266.4971-01	25/06/2018	Totally Workwear	Uniform supplies - various departments	\$ 857.15
2266.5041-01	25/06/2018	Alsco Pty Ltd	Mat supplies	\$ 534.73
2266.5084-01	25/06/2018	ATF Services Pty Ltd	Security fence - various locations	\$ 1,129.64
2266.5193-01	25/06/2018	Protector Fire Services Pty Ltd	Fire equipment maintenance - various locations	\$ 3,520.00
2266.5294-01	25/06/2018	A Team Printing	Printing services - COV letterheads	\$ 895.40
2266.5301-01	25/06/2018	Kott Gunning	Legal services - prosecution case	\$ 5,055.57
2266.5368-01	25/06/2018	Tamala Park Regional Council	Account for GST for sale of land	\$ 8,487.40
2266.5538-01	25/06/2018	Frediani Milk Wholesalers	Milk supplies	\$ 391.15
2266.5598-01	25/06/2018	Total Eden Pty Ltd	Plant repairs and maintenance	\$ 891.00
2266.5764-01	25/06/2018	Graffiti Force	Graffiti removal services - various locations	\$ 774.09
2266.5836-01	25/06/2018	Manheim Pty Ltd	Towing services	\$ 2,249.50
2266.5888-01	25/06/2018	Kleen West Distributors	Graffiti removal supplies	\$ 1,358.23
2266.5936-01	25/06/2018	Outsource Business Support Solutions P/L	Technical support to Authority system	\$ 1,320.00
2266.6041-01	25/06/2018	Battery World Osborne Park	Supply of batteries	\$ 114.95
2266.6072-01	25/06/2018	PFD Food Services Pty Ltd	Beatty Park Café supplies	\$ 2,236.25
2266.6218-01	25/06/2018	Devco Builders	Maintenance and repairs - various locations	\$ 118,653.94
2266.6258-01	25/06/2018	Sanderson's Outdoor Power Equipment	Plant repairs and maintenance	\$ 118.00
2266.6259-01	25/06/2018	Australian HVAC Services Pty Ltd	Air conditioning renewal - Loftus Belgravia Gym	\$ 89,078.00
2266.6259-01	25/06/2018	Australian HVAC Services Pty Ltd	Airconditioning maintenance & repairs - various locations	\$ 3,848.90
2266.6278-01	25/06/2018	T&H Wilkes Pty Ltd	Gravel supplies	\$ 1,100.00
2266.6304-01	25/06/2018	Suez Medical Solutions Pty Ltd	Supply of sharps containers	\$ 380.46
2266.6455-01	25/06/2018	The BBQ Man	BBQ cleaning services - various locations	\$ 5,706.68
2266.6482-01	25/06/2018	Department of Transport	Vehicle ownership searches	\$ 5,289.65
2266.6482-01	25/06/2018	Department of Transport	Access map guides for schools	\$ 2,517.90
2266.6551-01	25/06/2018	iSUBSCRIBE Pty Ltd	Library magazine subscriptions	\$ 180.49

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2266.6628-01	25/06/2018	Hart Sport	Supply of whistles and lanyards - BPLC	\$ 200.90
2266.6712-01	25/06/2018	Joe Crisafio Kia	Vehicle service and repairs	\$ 1,966.00
2266.6733-01	25/06/2018	1905 Coffee on Newcastle	Catering services - Council meeting	\$ 55.00
2266.6743-01	25/06/2018	Elizabeth Richards School Supplies Pty Ltd	Library supplies	\$ 92.40
2266.6783-01	25/06/2018	Action Asbestos Removals	Asbestos removal services	\$ 484.00
2266.6872-01	25/06/2018	Truck Centre (WA) Pty Ltd	Plant repairs and maintenance	\$ 205.48
2266.6881-01	25/06/2018	Bridgestone Select West Perth/Osborne Park	Supply of battery	\$ 254.75
2266.6903-01	25/06/2018	APARC Pty Ltd	Central management system licensing; meter maintenance	\$ 41,014.93
2266.6933-01	25/06/2018	Mackay Urbandesign	Design advisory fee	\$ 1,320.00
2266.7057-01	25/06/2018	Australian Paper	Envelope supplies	\$ 1,070.03
2266.7118-01	25/06/2018	C Wood Distributors	Beatty Park Café supplies	\$ 734.80
2266.7152-01	25/06/2018	Development Assessment Panels	Amended DAP fees	\$ 7,835.00
2266.7156-01	25/06/2018	FE Technologies Pty Ltd	Annual maintenance - Mobile scanning 2018/19	\$ 722.70
2266.7168-01	25/06/2018	Christou Nominees Pty Ltd	Design advisory fee	\$ 990.00
2266.7189-01	25/06/2018	Steann Pty Ltd	Collect & dispose of illegally dumped goods	\$ 1,320.00
2266.7190-01	25/06/2018	Chindarsi Architects	Design advisory fee	\$ 440.00
2266.7344-01	25/06/2018	Bicycle Network Incorporated	Bike count services - Super Tuesday 2018	\$ 5,128.20
2266.7382-01	25/06/2018	Turf Developments (WA) Pty Ltd	Returfing works - various locations	\$ 3,003.55
2266.7399-01	25/06/2018	Briskleen Supplies Pty Ltd	Toiletry and cleaning products; sanipod service	\$ 2,915.85
2266.7467-01	25/06/2018	Hire King	Hire of tables and chairs for NAIDOC festival	\$ 441.00
2266.7477-01	25/06/2018	Expo Group	Printing services - various events and departments	\$ 5,941.10
2266.7505-01	25/06/2018	Imagesource	Printing services - BPLC	\$ 407.00
2266.7510-01	25/06/2018	Northsands Resources	Sand supplies	\$ 2,000.10
2266.7572-01	25/06/2018	Compu-Stor	Records digitisation and off-site storage	\$ 13,121.25
2266.7593-01	25/06/2018	Yoshino Sushi	Beatty Park Café supplies	\$ 489.06
2266.7605-01	25/06/2018	Centropak	Beatty Park Café supplies	\$ 956.37
2266.7648-01	25/06/2018	Revelation Perth International Film Festival Inc.	Sponsorship - Perth international film festival 2018	\$ 16,500.00
2266.7648-01	25/06/2018	Revelation Perth International Film Festival Inc.	City of Vincent short film competition 2018	\$ 2,750.00
2266.7664-01	25/06/2018	Raymond Sleeman	Fitness instructor fees	\$ 454.72
2266.7837-01	25/06/2018	Mondoluce	Recessed luminaire - Loftus Recreation Centre	\$ 8,723.00
2266.7845-01	25/06/2018	Mount Hawthorn Hub	Mount Hawthorn Festival activation and youth event funding	\$ 7,181.36
2266.7924-01	25/06/2018	Alerton Australia	Maintenance of business management system - BPLC	\$ 2,131.80
2266.7950-01	25/06/2018	Rawlicious Delights	Beatty Park Café supplies	\$ 145.20
2266.7955-01	25/06/2018	Synergy	Electricity charges - various locations	\$ 69,877.25
2266.7963-01	25/06/2018	Cat Haven	Cat trapping, collection and impound fees	\$ 997.50
2266.7967-01	25/06/2018	CS Legal	Debt recovery services	\$ 17,377.44
2266.8009-01	25/06/2018	Marketforce Express Pty Ltd	Advertising services - various departments	\$ 1,352.12
2266.8040-01	25/06/2018	Wilson Security	Security services - various locations	\$ 6,060.96
2266.8108-01	25/06/2018	Leo Heaney Pty Ltd	Street tree services - various locations	\$ 7,687.24

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2266.8118-01	25/06/2018	Vendpro Vending Services	Vending machine hire - BPLC	\$ 235.40
2266.8120-01	25/06/2018	Selectus Employee Benefits Pty Ltd	Payroll deduction	\$ 222.87
2266.8307-01	25/06/2018	MessageMedia	SMS integrating for Phoenix	\$ 213.57
2266.8340-01	25/06/2018	Place Laboratory	Landscape architecture - Axford Park; design advisory fees	\$ 17,820.00
2266.8420-01	25/06/2018	Corsign WA Pty Ltd	Car park signs - various locations	\$ 6,093.45
2266.8425-01	25/06/2018	Paceway Osborne Park	Vehicle service and repairs	\$ 366.00
2266.8468-01	25/06/2018	Innovations Catering	Catering services - Council meeting	\$ 462.00
2266.8490-01	25/06/2018	Subthermal	Engineering consultancy - Upgrade of boiler - BPLC	\$ 12,320.00
2266.8527-01	25/06/2018	Shanthi Bhavana Meditation & Yoga	Fitness instructor fees	\$ 89.10
2266.8547-01	25/06/2018	AWB Building Co.	Plumbing services - various locations	\$ 12,023.53
2266.8585-01	25/06/2018	Sodexo	Catering services - NAIDOC week celebrations	\$ 1,353.00
2266.8586-01	25/06/2018	Tree Amigos	Street trees & parks pruning/removal - Gill Street	\$ 293.70
2266.8609-01	25/06/2018	Minter Ellison	Legal services - General employment matters	\$ 8,761.50
2266.8620-01	25/06/2018	Boyan Electrical Services	Electrical services - BPLC	\$ 423.50
2266.8645-01	25/06/2018	Domain Catering Pty Ltd	Catering services - EAG meeting	\$ 215.00
2266.8671-01	25/06/2018	Design Right	Design services - various projects	\$ 35,200.00
2266.8672-01	25/06/2018	Brownes Food Operations Pty Ltd	Beatty Park Café supplies	\$ 1,525.00
2266.8674-01	25/06/2018	Organic 2000	Fertiliser supplies	\$ 931.52
2266.8698-01	25/06/2018	Empire Catering	Catering services - employee 10 year recognition	\$ 936.00
2266.8743-01	25/06/2018	Konica Minolta Business Solutions	Copy costs - various departments	\$ 1,680.68
2266.8770-01	25/06/2018	Perth City Glass	Glass repair services - various locations	\$ 1,623.60
2266.8820-01	25/06/2018	Inhouse Group Pty Ltd	Trendwise visitor analytics - various locations	\$ 775.50
2266.8821-01	25/06/2018	My Media Intelligence Pty Ltd	Media monitoring	\$ 687.01
2266.8829-01	25/06/2018	InterStream Pty Ltd	Webcast and hosting service	\$ 1,386.00
2266.8841-01	25/06/2018	Edgefield Projects	Design advisory fee	\$ 440.00
2266.8845-01	25/06/2018	Gymcare	Gym equipment repairs and maintenance	\$ 454.96
2266.8847-01	25/06/2018	REALMstudios Pty Ltd	Design advisory fee	\$ 440.00
2266.8848-01	25/06/2018	DDLS Training	Staff training - Administering Cisco	\$ 3,960.00
2266.8854-01	25/06/2018	Tyres 4U Pty Ltd	Tyre replacements and maintenance	\$ 1,345.08
2266.8855-01	25/06/2018	Information Proficiency	HPE Content Manager support	\$ 330.00
2266.8899-01	25/06/2018	SJR Civil Consulting Pty Ltd	Consultancy & design services - road assessments	\$ 1,408.00
2266.8911-01	25/06/2018	Quayclean Australia Pty Ltd	Cleaning services - BPLC	\$ 10,068.41
2266.8949-01	25/06/2018	WA Library Supplies	Library supplies	\$ 432.27
2266.8959-01	25/06/2018	KP Electric (Australia) Pty Ltd	Electrical services - various locations	\$ 8,480.53
2266.8976-01	25/06/2018	Stott Hoare	Supply of computers and monitors	\$ 8,904.50
2266.8986-01	25/06/2018	Perth Marquees	Hire of marquees - NAIDOC week	\$ 1,410.00
2266.9018-01	25/06/2018	Cr A Castle	Reimbursement of expenses - child care	\$ 360.00
2266.9068-01	25/06/2018	ATTAR Advanced Technology Testing and Research	Wet pendulum testing - BPLC	\$ 1,892.00
2266.9165-01	25/06/2018	Vigilant Traffic Management Group Pty Ltd	Traffic management services - various locations	\$ 15,400.00

<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
2266.9172-01	25/06/2018	Traffic Systems West (Ennis Traffic Safety Solutions Pty Ltd)	Removal of speed cushions - Fitzgerald Street	\$ 1,320.00
2266.9214-01	25/06/2018	J D Penangke	Library art workshop - NAIDOC week	\$ 990.00
2266.9263-01	25/06/2018	Zimbulis Foods	Beatty Park Café supplies	\$ 638.17
2266.9285-01	25/06/2018	KPS Building Group Pty Ltd	Hire of dividing fence - Cheriton Street	\$ 2,125.00
2266.9299-01	25/06/2018	SpacetoCo Pty Ltd	Consultancy fee - Reporting & financial handling	\$ 330.00
2266.9316-01	25/06/2018	J Franey	Aboriginal shoe painting - NAIDOC festival	\$ 580.00
2266.9323-01	25/06/2018	Sid Thoo	Design advisory fee	\$ 880.00
2266.9389-01	25/06/2018	Maali Mia Pty Ltd	Catering services - Library	\$ 385.00
2266.9400-01	25/06/2018	Y Ravi	Part refund of Beatty Park Leisure Centre fees	\$ 77.22
2266.9414-01	25/06/2018	Warlitj Productions	Nyittingy storytelling in Library - NAIDOC week	\$ 600.00
2266.9420-01	25/06/2018	North City Holden	Vehicle service & repairs	\$ 250.00
2266.9454-01	25/06/2018	Create PT Wealth Pty Ltd	Staff training - personal trainer seminar	\$ 194.00
2266.9467-01	25/06/2018	V McGuire	Smoking ceremony - NAIDOC week	\$ 1,000.00
2266.9469-01	25/06/2018	Elite Property Group (WA) Pty Ltd	Rates refund	\$ 2,740.00
2266.9472-01	25/06/2018	C Dietsch	Part refund of Beatty Park Leisure Centre fees	\$ 192.60
2266.9473-01	25/06/2018	D McGeough	Part refund of Beatty Park Leisure Centre fees	\$ 135.00
2266.9474-01	25/06/2018	Clubs WA Incorporated	Presentation at Subiaco Football Clubrooms	\$ 150.00
2266.9475-01	25/06/2018	East Perth Women's Football Club	Kidsport voucher	\$ 150.00
2266.9478-01	25/06/2018	E Wilson	Reimbursement of expenses - work related blood test	\$ 85.80
2266.9479-01	25/06/2018	The Blinds Gallery	Cellular blind for gym reception	\$ 310.00
2266.9480-01	25/06/2018	S Gor	Refund of parking ticket overcharge	\$ 19.98
2266.9485-01	25/06/2018	N Golat	Refund of Beatty Park membership - deducted in error	\$ 49.50
2266.9488-01	25/06/2018	E V Penny	Refund of infrastructure bond	\$ 2,000.00
2266.9489-01	25/06/2018	L G Newby	Refund of infrastructure bond	\$ 1,000.00
2266.9490-01	25/06/2018	R L Harch	Refund of infrastructure bond	\$ 2,000.00
2266.9491-01	25/06/2018	Residential Building WA Pty Ltd	Refund of infrastructure bond	\$ 2,500.00
2266.9492-01	25/06/2018	L Gracie	Refund of hall bond	\$ 150.00
2266.9493-01	25/06/2018	A J Haygarth	Swim school photo shoot - Beatty Park	\$ 240.00
2266.9494-01	25/06/2018	New Holland Consort Inc	Community funding grant - Friends and music event	\$ 2,900.00
2266.9495-01	25/06/2018	D Payne	Refund of infrastructure bond	\$ 3,225.00
2266.9496-01	25/06/2018	I Barnard	Part refund of Beatty Park Leisure Centre fees	\$ 64.50
2266.9499-01	25/06/2018	K Ferreira	Part refund of Beatty Park Leisure Centre fees	\$ 830.00
2266.9500-01	25/06/2018	U R Murabito	Rates refund	\$ 1,400.00
				<b>\$ 3,787,202.89</b>
<b>Direct Debit</b>				
Credit Card		Commonwealth Bank	Full listing in Attachment 3	<b>\$ 7,416.61</b>

<b><i>Creditor</i></b>	<b><i>Date</i></b>	<b><i>Payee</i></b>	<b><i>Description</i></b>	<b><i>Amount</i></b>
Lease Fees	05/06/2018	Neopost 1659932	Franking machine	\$ 385.00
Loan Repayments		Treasury Corporation	Department Sport and Recreation Building, Loftus Centre, Loftus Underground Carpark, Beatty Park Leisure Centre	\$ 148,533.26
Bank Fees and Charges		Commonwealth Bank	Bank fees	\$ 21,437.31
<b>Total Direct Debit</b>				<b>\$ 177,772.18</b>

Creditors Report - Payments by Cheque 01/06/2018 to 25/06/2018				
<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00082349	06/06/2018	BCITF Building & Construction Industry Training Fund	Levy collection	\$ 14,001.26
00082350	06/06/2018	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup	\$ 251.15
00082351	06/06/2018	Petty Cash - Finance	Petty cash recoup	\$ 332.40
00082352	06/06/2018	Petty Cash - Library	Petty cash recoup	\$ 195.80
00082353	06/06/2018	G V Cerini	Rates refund	\$ 3,342.62
00082354	06/06/2018	D J Hurst	Refund of works bond	\$ 3,000.00
00082355	06/06/2018	K Goodall	Refund of works bond	\$ 275.00
00082356	06/06/2018	K Cole	Refund of works bond	\$ 2,000.00
00082357	06/06/2018	S Thompson	Refund of works bond	\$ 2,000.00
00082358	06/06/2018	J Seymour	Refund of infrastructure bond	\$ 1,500.00
00082359	06/06/2018	M Montgomery	Refund of infrastructure bond	\$ 2,000.00
00082360	06/06/2018	Erban Development Pty Ltd	Refund of infrastructure bond	\$ 2,000.00
00082361	06/06/2018	Dale Alcock Homes	Refund of infrastructure bond	\$ 2,000.00
00082362	06/06/2018	A Mollroy	Refund of infrastructure bond	\$ 1,500.00
00082363	06/06/2018	J Dilts-Bayman	Refund of hall bond	\$ 300.00
00082364	06/06/2018	J M Rosenberg	Part refund of hall hire	\$ 90.00
00082365	06/06/2018	S Srisukkho	Refund of grounds bond	\$ 1,000.00
00082366	06/06/2018	Residential Building WA Pty Ltd	Refund of infrastructure bond	\$ 275.00
00082367	06/06/2018	K G Sealy	Planning application fee refund	\$ 147.50
00082368	06/06/2018	B Perkins	Planning application fee refund	\$ 590.00
00082369	06/06/2018	A Kalani	Crossover subsidy	\$ 475.00
00082370	20/06/2018	Petty Cash - Beatty Park Leisure Centre	Petty cash recoup	\$ 223.05
00082371	20/06/2018	Petty Cash - Finance	Petty cash recoup	\$ 237.05
00082372	20/06/2018	Petty Cash - Library	Petty cash recoup	\$ 102.45
00082373	20/06/2018	S Jones	Refund of infrastructure bond	\$ 2,000.00
00082374	20/06/2018	AAA Demolition & Tree Services	Refund of infrastructure bond	\$ 2,000.00
00082375	20/06/2018	Dale Alcock Homes	Refund of infrastructure bond	\$ 2,000.00
00082376	20/06/2018	Air Roofing Company	Refund of infrastructure bond	\$ 2,000.00
00082377	20/06/2018	M Dichiera	Part refund of dog registration	\$ 150.00
00082378	20/06/2018	A Green	Part refund of dog registration	\$ 77.50
00082379	20/06/2018	S Rose	Part refund of dog registration	\$ 38.75
00082380	20/06/2018	C Thring	Part refund of dog registration	\$ 77.50
00082381	20/06/2018	J Moorman	Part refund of dog registration	\$ 15.00
00082382	20/06/2018	K Cutting	Part refund of dog registration	\$ 150.00
00082383	20/06/2018	R Soanes	Part refund of dog registration	\$ 150.00



<b>Creditor</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
00082384	20/06/2018	M D'Alessandro	Planning application fee refund	\$ 7,367.00
00082385	20/06/2018	Mount Hawthorn Primary School	Environmental grant	\$ 3,250.00
00082386	20/06/2018	Repair Cafe Perth Incorporated	Environmental grant	\$ 2,000.00
00082387	20/06/2018	Perth Bike Hub	Environmental grant	\$ 1,000.00
00082388	20/06/2018	R Sitorus	Part refund of dog registration	\$ 150.00
00082389	20/06/2018	Kyilla Primary School	Environmental grant	\$ 1,280.00
00082390	22/06/2018	E Ellis	Part refund of dog registration	\$ 150.00
				<b>\$ 61,694.03</b>
<b>Total Cancelled Cheques</b>				<b>\$ -</b>
<b>Total Nett Cheque Payments</b>				<b>\$ 61,694.03</b>

Credit Card Transactions for the Period 09 May 2018 - 07 June 2018				
<b>Card Holder</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Chief Executive Officer	24/05/2018	Foam Coffee Bar	Refreshments - meeting with Chamber of Commerce	\$ 13.90
	30/05/2018	CPP Nedlands Gateway	Parking - Seminar attendance	\$ 4.03
	30/05/2018	City of Fremantle	Parking - Meeting of CEOs in Fremantle	\$ 3.00
	06/06/2018	WA Local Government	Attendance at WALGA breakfast forum	\$ 65.00
				<b>\$ 85.93</b>
Director Corporate Services	16/05/2018	City of Perth Parking	Parking - IPAA State budget breakfast	\$ 5.54
	22/05/2018	Foam Coffee Bar	Refreshments - Waste charge strategy meeting	\$ 7.50
				<b>\$ 13.04</b>
Manager Marketing and Communications	09/05/2018	MyFonts	Posters and banners - NAIDOC week	\$ 47.99
	10/05/2018	Mailchimp	Email campaign	\$ 201.30
	10/05/2018	International transaction fee	Email campaign	\$ 5.03
	14/05/2018	Arts Hub Holdings	Subscription - Arts resource	\$ 149.00
	15/05/2018	Sayers Little Brother	Media launch - Local planning scheme	\$ 33.40
	17/05/2018	22 Enterprise Pty Ltd	Mothers Day public relations event	\$ 50.00
	25/05/2018	Shutterstock Inc	Subscription	\$ 108.90
	29/05/2018	The Rosemount Hotel	Catering services - Citizenship ceremony	\$ 615.00
	31/05/2018	Facebook	Advertising	\$ 2.50
	31/05/2018	Facebook	Advertising	\$ 20.14
	01/06/2018	Createsend.com	Email campaign	\$ 32.65
	05/06/2018	Woolworths	Event supplies - Kyilla Farmers Market	\$ 64.65
				<b>\$ 1,330.56</b>
Manager Human Resources	24/05/2018	Nationwide Training	Staff training - Forklift licence	\$ 457.00
	06/06/2018	Webjet	Airfare - Waste strategy summit training	\$ 3.92
	06/06/2018	Webjet	Airfare - Waste strategy summit training	\$ 654.56
				<b>\$ 1,115.48</b>
Purchasing Officer	09/05/2018	Sanity Music	CDs for library	\$ 97.72
	09/05/2018	Bookery	Books for library	\$ 588.80
	09/05/2018	Canprint Communication	Guide to road design - Engineering	\$ 61.60
	09/05/2018	NPG Scientific American	Library subscription	\$ 78.72
	09/05/2018	International transaction fee	Library subscription	\$ 1.97
	09/05/2018	European Hotel	Catering services - Design review panel meeting	\$ 167.85

<b>Card Holder</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
	09/05/2018	Tenderlink	Tender advertising	\$ 172.70
	09/05/2018	Tenderlink	Tender advertising	\$ 172.70
	09/05/2018	Tenderlink	Tender advertising	\$ 172.70
	09/05/2018	Tenderlink	Tender advertising	\$ 172.70
	09/05/2018	Tenderlink	Tender advertising	\$ 172.70
	09/05/2018	Tenderlink	Tender advertising	\$ 172.70
	09/05/2018	Tenderlink	Tender advertising	\$ 172.70
	09/05/2018	Dyslexia Speld Foundation	Books for library	\$ 1,403.70
	09/05/2018	Sanity Music	CD for library	\$ 18.28
	10/05/2018	Dun & Bradstreet	ASIC search	\$ 17.90
	10/05/2018	Sanity Music	DVDs for library	\$ 53.94
	14/05/2018	Sanity Music	CD for library	\$ 46.98
	15/05/2018	Sanity Music	CDs for library	\$ 47.50
	22/05/2018	Tenderlink	Tender advertising	\$ 172.70
	29/05/2018	Moore Stephens WA Pty Ltd	Purchase of 2018 budget manual and templates	\$ 660.00
	29/05/2018	Booktopia	Book for library	\$ 68.25
	31/05/2018	Coles	Catering - Travelsmart breakfast	\$ 83.91
	31/05/2018	Sanity Music	DVDs for library	\$ 33.94
	31/05/2018	Sanity Music	DVD for library	\$ 18.99
	01/06/2018	Westnet	WiFi Council Chambers	\$ 39.95
				<b>\$ 4,871.60</b>
<b>Total Corporate Credit Cards</b>				<b>\$ 7,416.61</b>

<b>7.3</b>	<b>INVESTMENT REPORT AS AT 30 JUNE 2018</b>
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**TRIM Ref:** D18/97271  
**Author:** Sheryl Teoh, A/Coordinator Financial Services  
**Authoriser:** Kerryn Batten, Director Corporate Services  
**Attachments:** 1. Investment Report [↓](#) 

**RECOMMENDATION:**

That Council **NOTES** the provisional Investment Report for the month ended 30 June 2018 as detailed in Attachment 1.

**PURPOSE OF REPORT:**

To advise Council of the level of investment funds and operating funds available, the distribution of surplus funds in investments and the interest earned to date.

**BACKGROUND:**

Surplus funds are invested in bank term deposits for various terms, to maximise investment returns in compliance with good governance, legislative requirements and Council's Investment Policy No 1.2.4. Details are attached in **Attachment 1**.

The City's investment portfolio is diversified across several financial Institutions in accordance with the Investment Policy.

There are still a number of year end transactions and adjustments that need to be completed before the year end accounts will be finalised and audited. Whilst the overall balance of investments and interest earned is not likely to change, the allocations between Municipal, Trust and Reserve funds may need to be adjusted.

**DETAILS:**

Total funds held for the period ended 30 June 2018 including on call in the City's operating account were \$28,409,157; compared to \$24,670,461 for the period ending 30 June 2017.

Total term deposit investments for the period ended 30 June 2018 were \$24,687,341 compared to \$28,712,736 for the prior month end, and \$23,533,279 for the period ending 30 June 2017.

*Funds under management comparison table:*

Month Ended	2016/17		2017/18	
	Total funds held	Total term deposit investments	Total funds held	Total term deposit investments
July	\$19,683,412	\$18,420,252	\$23,433,728	\$21,212,649
August	\$26,167,645	\$22,573,297	\$30,161,860	\$27,714,651
September	\$36,754,571	\$34,302,896	\$40,305,364	\$37,944,911
October	\$37,581,885	\$34,521,542	\$41,087,462	\$38,947,823
November	\$37,034,885	\$35,775,011	\$41,716,473	\$39,482,047
December	\$33,692,431	\$31,165,443	\$38,768,084	\$37,065,389
January	\$34,645,041	\$33,201,749	\$39,498,741	\$36,147,499
February	\$34,028,716	\$32,316,251	\$39,217,278	\$36,665,928
March	\$32,070,200	\$31,424,409	\$36,377,700	\$34,622,001
April	\$30,661,122	\$26,206,328	\$33,647,074	\$31,177,278
May	\$27,412,051	\$25,718,292	\$30,338,407	\$28,712,736
June	\$24,670,461	\$23,533,279	\$28,409,157	\$24,687,341

Total accrued interest earned on Investments as at 30 June 2018:

	Revised Budget	YTD Budget	YTD Actual	% of YTD Budget
Municipal	\$423,000	\$413,000	\$506,274	119.69%
Reserve	\$220,000	\$220,000	\$240,110	109.14%
<b>Sub-total</b>	<b>\$643,000</b>	<b>\$643,000</b>	<b>\$746,384</b>	<b>116.08%</b>
Leederville Gardens Inc Surplus Trust*	\$0	\$0	\$139,938	0.00%
<b>Total</b>	<b>\$643,000</b>	<b>\$643,000</b>	<b>\$886,322</b>	<b>137.84%</b>

\*Interest estimates for Leederville Gardens Inc Surplus Trust were not included in the 2017/18 Budget as actual interest earned is held in Trust and restricted.

## 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 may be invested 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.*

To further guide the prudent and responsible investment of the City's funds, Council has adopted the City's Investment Policy No. 1.2.4, which delegates the authority to invest surplus funds to the Chief Executive Officer or his delegate.

Administration has established guidelines for the management of the City's investments, including the following ratings table:

Short Term Rating (Standard & Poor's) or Equivalent	Direct Investments Maximum % with any one institution		Managed Funds Maximum % with any one institution		Maximum % of Total Portfolio	
	Policy	Actual	Policy	Actual	Policy	Actual
A1+	30%	28.6%	30%	Nil	90%	60.9%
A1	25%	1.8%	30%	Nil	80%	1.8%
A2	20%	19.8%	n/a	Nil	60%	37.3%

\*As per subtotals on **Attachment 1**

#### **RISK MANAGEMENT IMPLICATIONS:**

**Moderate:** Funds are invested with various financial institutions with high long term and short term ratings (Standard & Poor's or equivalent), after obtaining three quotations for each investment. Investment funds are spread across various institutions and invested as term deposits of between one and twelve months, to reduce risk.

#### **STRATEGIC IMPLICATIONS:**

In keeping with the City's Strategic Plan 2013-2023:

*"4.1 Provide good strategic decision-making, governance, leadership and professional management:*

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner;*

- (a) Continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced."*

#### **SUSTAINABILITY IMPLICATIONS:**

Nil.

#### **FINANCIAL/BUDGET IMPLICATIONS:**

The financial implications of this report are as noted in the details and comments section of the report. Overall Administration concludes that appropriate and responsible measures are in place to protect the City's financial assets and to ensure the accountability of management.

#### **COMMENTS:**

Funds for investment have decreased from the previous period due to excess of payments to creditors and other expenditures over cash receipts, which is the expected seasonal cash flow.

The City has obtained a weighted average interest rate of 2.51% for current investments including the operating account; and 2.68% excluding the operating account. The Reserve Bank 90 days Accepted Bill rate for June 2018 is 2.07%.

As at 30 June 2018, the City's total investment earnings excluding the Leederville Gardens Inc. Surplus Trust income exceed the year to date budget estimate by \$103,384 (16.08%).



The City's Investment Policy states that preference *"is to be given to investments with institutions that have been assessed to have no current record of funding fossil fuels, providing that doing so will secure a rate of return that is at least equal to alternatives offered by other institutions"*. The City uses Marketforce.com to assist in assessing whether a bank promotes non-investment in fossil fuel related entities. 39.05% of the City's investments were held in institutions considered non-fossil fuel lending by Marketforce.com as at 30 June 2018.

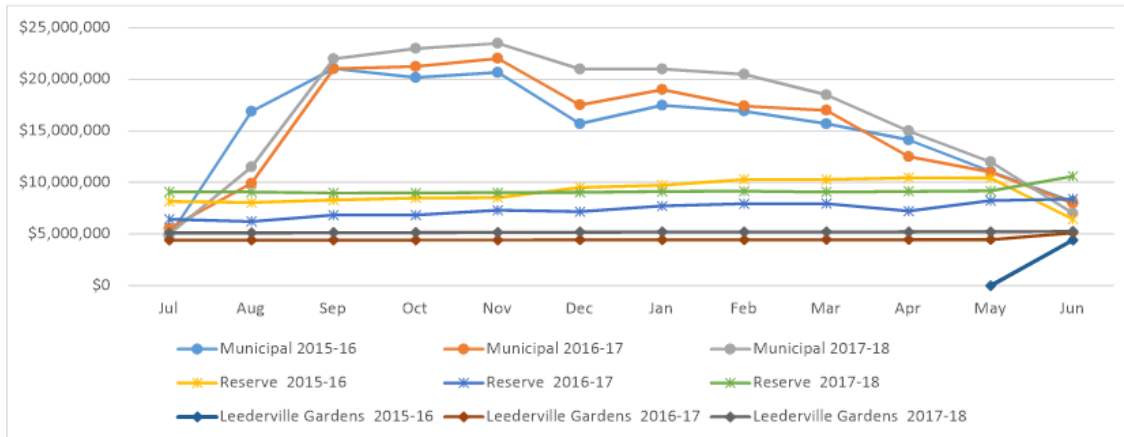
The investment report (**Attachment 1**) consists of:

- Investment Performance & Policy Compliance Charts;
- Investment Portfolio;
- Investment Interest Earnings; and
- Current Investment Holding.

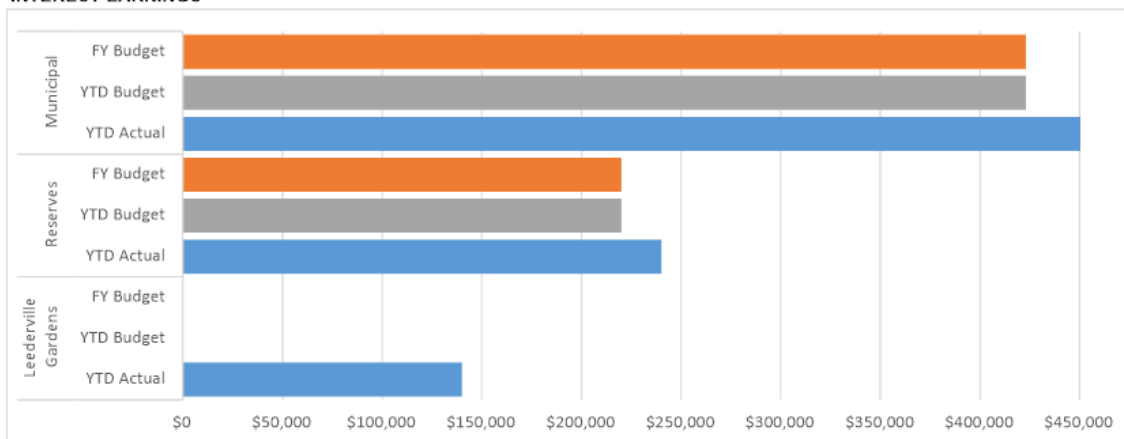
**CITY OF VINCENT  
INVESTMENT PERFORMANCE  
AS AT 30 JUNE 2018**



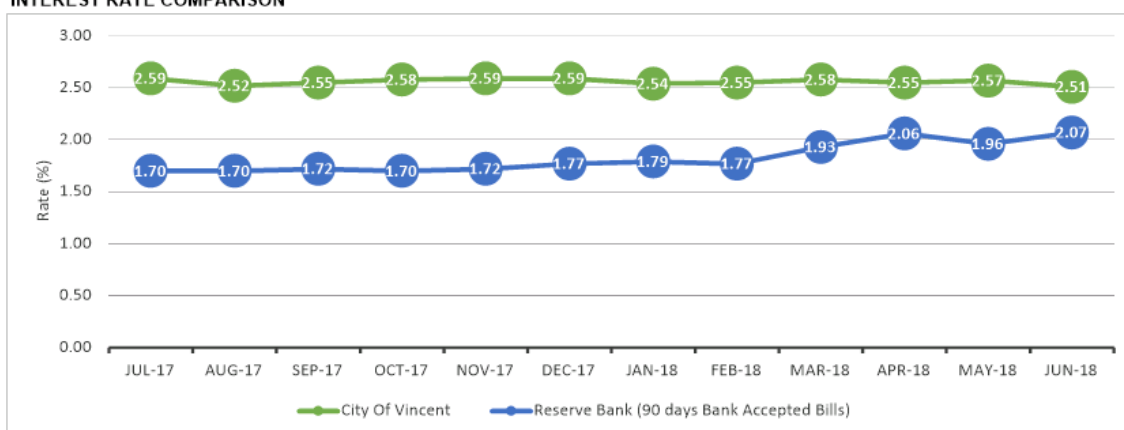
**FUNDS INVESTED OVER 3 YEARS**



**INTEREST EARNINGS**



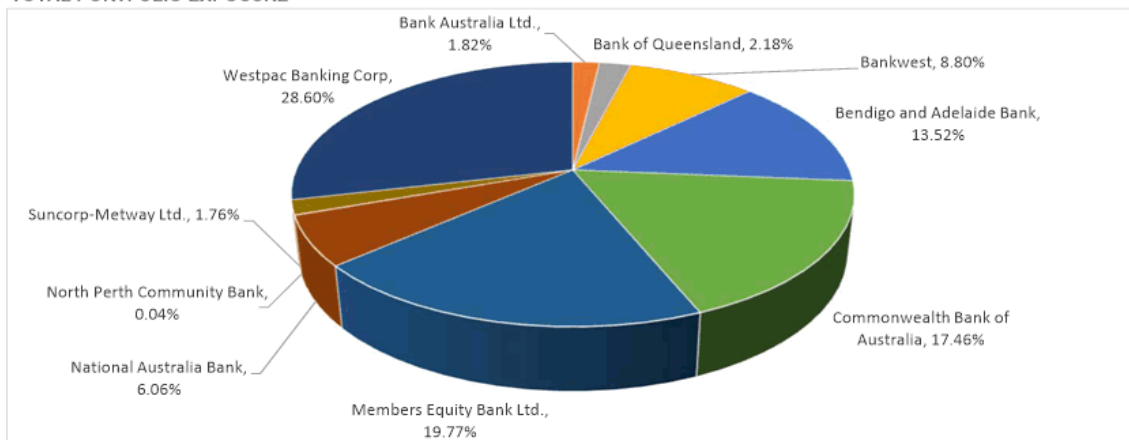
**INTEREST RATE COMPARISON**



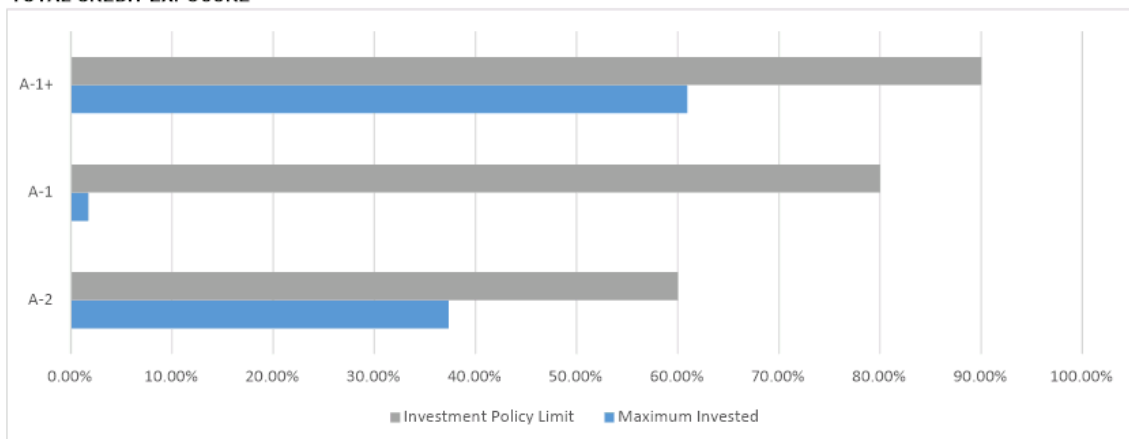
**CITY OF VINCENT  
INVESTMENT POLICY COMPLIANCE  
AS AT 30 JUNE 2018**



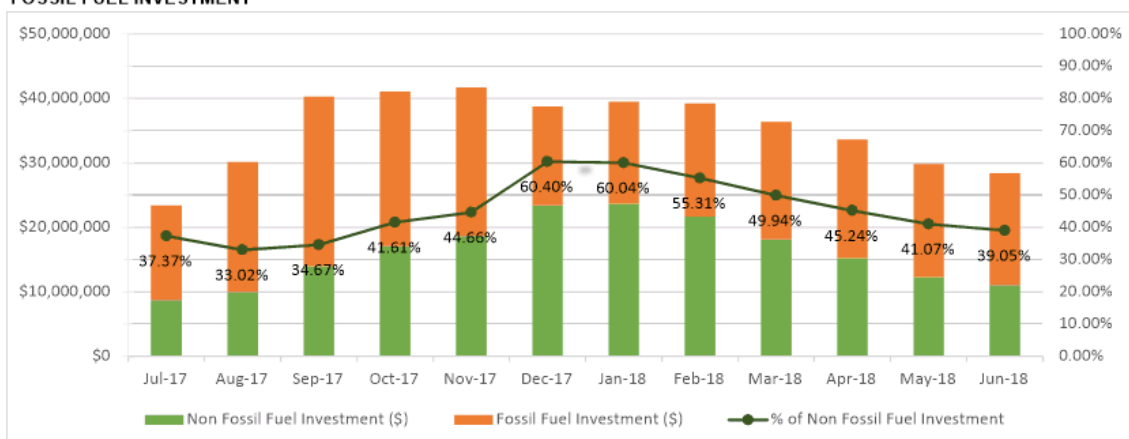
**TOTAL PORTFOLIO EXPOSURE**



**TOTAL CREDIT EXPOSURE**



**FOSSIL FUEL INVESTMENT**



\* Selection of non fossil fuel investments is based on information provided by [www.marketforces.org.au](http://www.marketforces.org.au).

**CITY OF VINCENT  
INVESTMENT PORTFOLIO  
AS AT 30 JUNE 2018**



	Municipal	Reserve	Trust	Leederville Gardens Inc Surplus Trust	Total	Total
	\$	\$	\$	\$	\$	%
<b>BY INVESTMENT HOLDINGS</b>						
Operating Accounts	3,540,254	0	181,562	0	3,721,816	13.1%
Term Deposits	7,000,000	10,609,944	1,800,000	5,266,397	24,676,341	86.9%
Shares	11,000	0	0	0	11,000	0.0%
	<b>10,551,254</b>	<b>10,609,944</b>	<b>1,981,562</b>	<b>5,266,397</b>	<b>28,409,157</b>	<b>100.0%</b>
<b>BY INSTITUTION</b>						
Bank Australia Ltd.	0	516,398	0	0	516,398	1.8%
Bank of Queensland	0	619,503	0	0	619,503	2.2%
Bankwest	2,500,000	0	0	0	2,500,000	8.8%
Bendigo and Adelaide Bank	0	3,840,117	0	0	3,840,117	13.5%
Commonwealth Bank of Australia	3,540,254	459,956	181,562	777,485	4,959,257	17.5%
Members Equity Bank Ltd.	1,000,000	2,093,443	500,000	2,023,063	5,616,506	19.8%
National Australia Bank	0	0	300,000	1,420,303	1,720,303	6.1%
North Perth Community Bank (Equity Share)	11,000	0	0	0	11,000	0.0%
Suncorp-Metway Ltd.	0	500,000	0	0	500,000	1.8%
Westpac Banking Corp	3,500,000	2,580,527	1,000,000	1,045,546	8,126,073	28.6%
	<b>10,551,254</b>	<b>10,609,944</b>	<b>1,981,562</b>	<b>5,266,397</b>	<b>28,409,157</b>	<b>100.0%</b>
<b>BY CREDIT RATINGS (SHORT-TERM ISSUE)</b>						
A-1+	9,540,254	3,040,483	1,481,562	3,243,335	17,305,634	60.9%
A-1	0	500,000	0	0	500,000	1.8%
A-2	1,011,000	7,069,461	500,000	2,023,062	10,603,523	37.3%
	<b>10,551,254</b>	<b>10,609,944</b>	<b>1,981,562</b>	<b>5,266,397</b>	<b>28,409,157</b>	<b>100.0%</b>
<b>BY TERMS</b>						
0-30 days	3,540,254	0	181,562	0	3,721,816	13.1%
31-90 days	0	0	0	0	0	0.0%
91-180 days	7,000,000	0	0	0	7,000,000	24.6%
181-270 days	0	0	500,000	0	500,000	1.8%
270-365 days	0	10,609,944	1,300,000	5,266,397	17,176,341	60.5%
> 1 year	11,000	0	0	0	11,000	0.0%
	<b>10,551,254</b>	<b>10,609,944</b>	<b>1,981,562</b>	<b>5,266,397</b>	<b>28,409,157</b>	<b>100.0%</b>
<b>BY MATURITY</b>						
0-30 days	8,540,254	696,825	181,562	0	9,418,641	33.2%
31-90 days	2,000,000	1,232,681	500,000	1,045,546	4,778,227	16.8%
91-180 days	0	2,091,077	500,000	2,023,063	4,614,140	16.2%
181-270 days	0	2,843,658	500,000	777,485	4,121,143	14.5%
270-365 days	0	3,745,703	300,000	1,420,303	5,466,006	19.2%
> 1 year	11,000	0	0	0	11,000	0.0%
	<b>10,551,254</b>	<b>10,609,944</b>	<b>1,981,562</b>	<b>5,266,397</b>	<b>28,409,157</b>	<b>100.0%</b>
<b>BY FOSSIL FUEL EXPOSURE (as determined by <a href="http://www.marketforces.org.au">www.marketforces.org.au</a>)</b>						
Fossil Fuel Lending	9,551,254	3,040,483	1,481,562	3,243,335	17,316,634	61.0%
Non Fossil Fuel Lending	1,000,000	7,569,461	500,000	2,023,062	11,092,523	39.0%
	<b>10,551,254</b>	<b>10,609,944</b>	<b>1,981,562</b>	<b>5,266,397</b>	<b>28,409,157</b>	<b>100.0%</b>

**CITY OF VINCENT  
INVESTMENT INTEREST EARNINGS  
AS AT 30 JUNE 2018**



	YTD 30/06/2018 \$	YTD 30/06/2017 \$	FY 2017/18 \$	FY 2016/17 \$
<b>MUNICIPAL FUNDS</b>				
Budget	423,000	436,000	423,000	436,000
Interest Earnings	506,274	486,092	506,274	486,092
% Income to Budget	119.69%	111.49%	119.69%	111.49%
<b>RESERVE FUNDS</b>				
Budget	220,000	206,000	220,000	206,000
Interest Earnings	240,110	205,608	240,110	205,608
% Income to Budget	109.14%	99.81%	109.14%	99.81%
<b>LEEDERVILLE GARDENS INC SURPLUS TRUST</b>				
Budget	0	0	0	0
Interest Earnings	139,938	140,391	139,938	140,391
% Income to Budget	0.00%	0.00%	0.00%	0.00%
<b>TOTAL</b>				
Budget	643,000	642,000	643,000	642,000
Interest Earnings	886,322	832,091	886,322	832,091
% Income to Budget	137.84%	129.61%	137.84%	129.61%
Variance	243,322	190,091	243,322	190,091
% Variance to Budget	37.84%	29.61%	37.84%	29.61%
<b>TOTAL (EXCL. LEEDERVILLE GARDENS INC SURPLUS TRUST)</b>				
Budget	643,000	642,000	643,000	642,000
Interest Earnings	746,384	691,700	746,384	691,700
% Income to Budget	116.08%	107.74%	116.08%	107.74%
Variance	103,384	49,700	103,384	49,700
% Variance to Budget	16.08%	7.74%	16.08%	7.74%

**CITY OF VINCENT  
CURRENT INVESTMENT HOLDING  
AS AT 30 JUNE 2018**



<b>Funds</b>	<b>Institution</b>	<b>Investment Date</b>	<b>Maturity Date</b>	<b>Term</b>	<b>Interest Rate</b>	<b>Principal \$</b>
<b><u>OPERATING ACCOUNTS</u></b>						
Municipal	Commonwealth Bank of Australia					3,540,254
Trust	Commonwealth Bank of Australia					181,562
<b>Total Operating Funds</b>						<b>3,721,816</b>
<b><u>SHARES</u></b>						
Municipal	North Perth Community Bank	23/11/2001				11,000
<b>Total Shares</b>						<b>11,000</b>
<b><u>TERM DEPOSITS</u></b>						
Municipal	Members Equity Bank Ltd.	16/01/2018	02/07/2018	167	2.65%	1,000,000
Municipal	Bankwest	17/01/2018	02/07/2018	166	2.55%	1,000,000
Municipal	Westpac Banking Corp	14/02/2018	09/07/2018	145	2.52%	500,000
Reserve	Westpac Banking Corp	25/07/2017	10/07/2018	350	2.73%	696,825
Municipal	Bankwest	23/02/2018	16/07/2018	143	2.45%	1,000,000
Municipal	Bankwest	23/02/2018	23/07/2018	150	2.50%	500,000
Municipal	Westpac Banking Corp	12/03/2018	30/07/2018	140	2.64%	1,000,000
Reserve	Bendigo and Adelaide Bank	08/08/2017	06/08/2018	363	2.70%	716,283
Municipal	Westpac Banking Corp	12/03/2018	07/08/2018	148	2.64%	500,000
Municipal	Westpac Banking Corp	22/03/2018	13/08/2018	144	2.70%	1,000,000
Municipal	Westpac Banking Corp	22/03/2018	20/08/2018	151	2.70%	500,000
Trust	Members Equity Bank Ltd.	14/12/2017	03/09/2018	263	2.62%	500,000
Leederville Gardens In	Westpac Banking Corp	06/09/2017	06/09/2018	365	2.77%	1,045,546
Reserve	Bank Australia Ltd.	14/09/2017	10/09/2018	361	2.80%	516,398
Reserve	Bank of Queensland	10/10/2017	09/10/2018	364	2.60%	619,503
Reserve	Bendigo and Adelaide Bank	09/11/2017	06/11/2018	362	2.65%	708,814
Leederville Gardens In	Members Equity Bank Ltd.	14/12/2017	03/12/2018	354	2.61%	2,023,062
Reserve	Members Equity Bank Ltd.	14/12/2017	10/12/2018	361	2.61%	762,760
Trust	Westpac Banking Corp	12/03/2018	12/12/2018	275	2.64%	500,000
Reserve	Westpac Banking Corp	14/02/2018	14/01/2019	334	2.60%	941,851
Reserve	Westpac Banking Corp	14/02/2018	11/02/2019	362	2.60%	941,851
Trust	Westpac Banking Corp	22/03/2018	04/03/2019	347	2.69%	500,000
Leederville Gardens In	Commonwealth Bank of Australia	12/03/2018	11/03/2019	364	2.66%	777,485
Reserve	Commonwealth Bank of Australia	12/03/2018	11/03/2019	364	2.66%	459,956
Reserve	Suncorp-Metway Ltd.	14/06/2018	12/03/2019	271	2.80%	500,000
Reserve	Members Equity Bank Ltd.	12/04/2018	08/04/2019	361	2.75%	579,938
Reserve	Members Equity Bank Ltd.	08/05/2018	06/05/2019	363	2.80%	750,744
Trust	National Australia Bank	14/06/2018	11/06/2019	362	2.80%	300,000
Leederville Gardens In	National Australia Bank	14/06/2018	11/06/2019	362	2.80%	1,420,303
Reserve	Bendigo and Adelaide Bank	29/06/2018	11/06/2019	347	2.85%	2,415,020
<b>Total Term Deposits</b>						<b>24,676,341</b>
<b>Total Investment Including At Call</b>						<b>28,409,157</b>



<b>7.4</b>	<b>PROVISIONAL FINANCIAL STATEMENTS AS AT 30 JUNE 2018</b>
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**TRIM Ref:** D18/97898

**Author:** Nilesh Makwana, Accounting Officer

**Authoriser:** Kerry Batten, Director Corporate Services

**Attachments:** 1. Provisional Financial Statement as at 30 June 2018  

**RECOMMENDATION:**

That Council **RECEIVES** the Provisional Financial Statements for the month ended 30 June 2018 as shown in Attachment 1.

**PURPOSE OF REPORT:**

To present the provisional Financial Statements for the period ended 30 June 2018.

**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 reporting on the sources and applications of funds, as set out in the budget.

A statement of financial activity report is to be in a form that sets out:

- the annual budget estimates;
- budget estimates for the end of the month to which the statement relates;
- actual amounts of expenditure, revenue and income for the end of the month to which the statement relates;
- material variances between the year-to-date income and expenditure; and
- other supporting notes and other information that the local government considers will assist in the interpretation of the report.

In addition to the above, under Regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, each financial year a local government is to adopt a percentage of value, calculated in accordance with the relevant accounting standard, to be used in statements of financial activity for reporting material variances.

**DETAILS:**

The following documents, included as **Attachment 1** represent the Statement of Financial Activity for the period ending 30 June 2018:

Note	Description	Page
1.	Statement of Financial Activity by Program Report and Graph	1-3
2.	Statement of Comprehensive Income by Nature and Type Report	4
3.	Net Current Funding Position	5
4.	Summary of Income and Expenditure by Service Areas	6-66
5.	Capital Expenditure and Funding and Capital Works Schedule	67-80
6.	Cash Backed Reserves	81
7.	Rating Information and Graph	82-83
8.	Debtor Report	84
9.	Beatty Park Leisure Centre Financial Position	85

The following table provides a summary view of the year to date actual, compared to the revised and year to date Budget. It should be noted that data is provisional as year-end accounting and audit activities are yet to be completed.

### Summary of Financial Activity by Program as at 30 June 2018

	Revised Budget 2017/18 \$	YTD Budget 2017/18 \$	YTD Actual 2017/18 \$	Variance 2017/18 \$	Variance 2017/18 %
<b>REVENUE</b>	22,352,642	22,352,642	22,850,783	498,141	2%
<b>EXPENDITURE</b>	(58,084,120)	(58,084,120)	(55,818,243)	2,265,877	-4%
<b>NET OPERATING EXCLUDING RATES</b>	<b>(35,731,478)</b>	<b>(35,731,478)</b>	<b>(32,967,459)</b>	<b>2,764,019</b>	<b>-8%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	9,237	9,237	0%
Add Back Depreciation	10,246,060	10,246,060	10,278,767	32,707	0%
(Profit)/Loss on Asset Disposals	(415,015)	(415,015)	(473,237)	(58,222)	14%
"Percent for Art" and "Cash in Lieu"					
Funds Adjustment	0	0	0	0	0%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,831,045</b>	<b>9,831,045</b>	<b>9,814,767</b>	<b>(16,278)</b>	<b>0%</b>
<b>INVESTING ACTIVITIES</b>					
Non-Operating Grants, Subsidies and Contributions	2,733,778	2,733,778	2,599,035	(134,743)	-5%
Capital Expenditure	(12,736,797)	(12,736,797)	(7,940,600)	4,796,197	-38%
Proceeds from Joint Venture Operations	333,333	333,333	333,333	0	0%
Proceeds from Disposal of assets	202,321	202,321	326,310	123,989	61%
	<b>(9,467,365)</b>	<b>(9,467,365)</b>	<b>(4,681,921)</b>	<b>4,785,444</b>	<b>-51%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments Loan Capital	(881,398)	(881,398)	(881,398)	(0)	0%
Transfers from Reserves	1,194,291	1,194,291	649,838	(544,453)	-46%
Transfers to Reserves	(2,401,835)	(2,401,835)	(2,351,663)	50,172	-2%
	<b>(2,088,942)</b>	<b>(2,088,942)</b>	<b>(2,583,223)</b>	<b>(494,281)</b>	<b>24%</b>
Plus: Surplus/(Deficiency) Brought Fwd 1 July 2017	4,475,026	4,475,026	4,475,026	1	0%
	<b>(32,981,714)</b>	<b>(32,981,714)</b>	<b>(25,942,811)</b>	<b>7,038,904</b>	<b>-21%</b>
Surplus/(Deficiency) Before General Rates	32,976,983	32,976,983	33,018,221	41,238	0%
Total amount raised from General Rates					
Restricted Grant			600,000	600,000	0%
<b>NET CURRENT ASSETS at JUNE 30 C/FWD - SURPLUS/(DEFICIT)</b>	<b>(4,731)</b>	<b>(4,731)</b>	<b>7,675,410</b>	<b>7,680,142</b>	<b>-162337%</b>

**Comments on the statement of financial activity – Attachment 1:****Operating Revenue**

There is a difference in classification of revenue reported by Program and by Nature and Type. Operating revenue by Program reporting includes 'Profit on sale of assets', however this is excluded in the Nature and Type report and 'Rates' revenue is added.

Revenue by Program is showing a positive variance of 2% (\$498,141). This is due to higher revenue in General Purpose funding of \$748,376 and \$240,448 in Transport. However there is lower revenue in Community Amenities of \$165,549 and Recreation and Culture by \$411,557 (of which Beatty Park Leisure Centre comprises \$320,182).

Operating Revenue as presented on the 'Nature and Type' report (Page 4 of **Attachment 1**) is showing 1% variance.

**Operating Expenditure**

Expenditure by Program is showing a positive variance of 4% (\$2,265,877). This is due to:

- Transport – underspend of \$655,878;
- Recreation and Culture – underspend of \$699,456;
- Community Amenities – underspend of \$897,417;
- Health – underspend of \$102,341;
- Other Property and Services – overspend of \$244,930.

Similarly, the operating expenditure listed under the Nature and Type report reflects a corresponding favourable variance of 4%, with the largest variances in:

- Materials and Contracts (\$1,492,498 favourable), where the variance is due to timing on waste collection and tipping costs \$178,022, consultants \$290,250, recycling collection \$100,534 and contractors \$354,723;
- Utilities Charges (\$255,681 favourable) mainly due to timing variance on electricity bills;
- Insurance Expenses (\$193,446 favourable), where the variance is due to potential savings on workers compensation premium due to actual over forecast outcomes, and property insurance premium.

**Transfer from Reserves**

Transfer from Reserves is aligned with the timing of capital works projects that are reserve funded. Most of these projects are work in progress or to be carried forward to 2018/19 financial year.

**Capital expenditure**

The variance is attributed to timing on receipt of invoices for the projects that are completed in June 2018. The adopted carry forward of capital projects into 2018-19 is \$3,169,772. For further detail, refer to Note 5 on **Attachment 1**.

**Transfer to Reserves**

Transfer to reserves have been completed as at 30 June. There will be few balance day adjustments once end of year process is completed.

**Opening surplus brought forward (2016/17)**

The surplus opening balance brought forward from 2016/17 was \$4,475,026.

**Closing surplus 2017/18**

There is currently a surplus of \$7,675,410 compared to the year to date budget deficit of \$4,731. This variance is substantially attributed to the positive variance in operating expenditure, balance day adjustments for capital expenditure and capital carry forwards.

An explanation of each report within 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 and Type Report (Note 2 Page 4)**

This statement of financial activity shows operating revenue and expenditure classified by Nature and 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. This amount indicates how much capital is available for day to day activities. The net current funding position as at 30 June 2018 is \$7,675,410.

**4. Summary of Income and Expenditure by Service Areas (Note 4 Page 6 – 66)**

This statement shows a summary of operating revenue and expenditure by Service Unit.

**5. Capital Expenditure and Funding Summary (Note 5 Page 67 - 80)**

The following table is a summary of the '2017/2018 Capital Expenditure Budget by Program', which compares year to date budget with actual expenditure to date. The full capital works program is listed in detail in Note 5 of **Attachment 1**.

CAPITAL EXPENDITURE	Revised Budget \$	YTD Budget \$	YTD Actual \$	Remaining Budget %
Land and Buildings	2,018,358	2,018,358	1,288,480	36%
Infrastructure Assets	8,194,846	8,194,846	5,045,097	38%
Plant and Equipment	1,441,911	1,441,911	940,571	35%
Furniture and Equipment	1,081,682	1,081,682	666,452	38%
<b>Total</b>	<b>12,736,797</b>	<b>12,736,797</b>	<b>7,940,600</b>	<b>38%</b>

FUNDING	Revised Budget \$	YTD Budget \$	YTD Actual \$	Remaining Budget %
Own Source Funding - Municipal	8,606,407	8,606,407	4,365,417	49%
Cash Backed Reserves	1,194,291	1,194,291	649,838	46%
Capital Grant and Contribution	2,733,778	2,733,778	2,599,035	5%
Other (Disposals/Trade In)	202,321	202,321	326,310	-61%
<b>Total</b>	<b>12,736,797</b>	<b>12,736,797</b>	<b>7,940,600</b>	<b>38%</b>

*Note: Detailed analysis is included on page 67 - 80 of Attachment 1.*

**6. Cash Backed Reserves (Note 6 Page 81)**

The cash backed Reserves schedule details movements in the reserves, including transfers and funds used, comparing actual results with the annual budget. The balance as at 30 June 2018 is \$10,609,944.

**7. Rating Information (Note 7 Page 82 – 83)**

The notices for rates and charges levied for 2017/18 were issued on 07 August 2017.

*The Local Government Act 1995* provides for ratepayers to pay rates by four instalments. The due dates for each instalment were:

First Instalment	12 September 2017
Second Instalment	06 November 2017
Third Instalment	08 January 2018
Fourth Instalment	06 March 2018

To cover the costs involved in providing the instalment program the following charge and interest rates apply:

Instalment Administration Charge (to apply to second, third, and fourth instalment)	\$13.00 per instalment
Instalment Interest Rate	5.5% per annum
Late Payment Penalty Interest	11% per annum

Pensioners registered with the City for rate concessions do not incur the above interest or charge.

The Rates debtors balance to be collected as at 30 June 2018 is \$203,742 (this includes deferred rates of \$117,708). This represents 0.60% of collectable income compared to 0.91% at the same time last year.

## 8. Receivables (Note 8 Page 84)

Receivables of \$3,612,509 are outstanding as at 30 June 2018, of which \$2,815,458 has been outstanding over 90 days. This is comprised of:

- \$2,468,479 (87.7%) relates to unpaid infringements (plus costs) over 90 days. Infringements that remain unpaid for more than two months are sent to Fines Enforcement Registry (FER), which then collects the outstanding balance and returns the funds to the City for a fee. Administration is currently reconciling FER debtors and will be meeting with FER in August to determine the likelihood of collection of aged debts, and the amount of any required write off;
- \$327,795 (11.6%) relates to Cash in Lieu Parking. Some Cash in Lieu Parking debtors have special payment arrangements over more than one year; and
- \$28,827 (0.7%) relates to Other Receivables, refer to attachment - page 84.

Administration has been following up outstanding items which relate to Other Receivables by issuing reminders when they are overdue and initiating formal debt collection when payments remain outstanding over longer periods of time.

## 9. Beatty Park Leisure Centre – Financial Position Report (Note 9 Page 85)

As at 30 June 2018 the operating deficit for the centre was \$1,412,976 in comparison to the year to date budgeted deficit of \$1,255,806.

Once the depreciation component has been deducted, the cash position showed a current cash deficit of \$251,825 in comparison to the year to date budget estimate of a cash deficit of \$94,659.

## 10. Explanation of Material Variances

All material variances as at 30 June 2018 have been detailed in the variance comments report in **Attachment 1**.

The materiality thresholds used for reporting variances are 10% and \$10,000. This means that variances will be analysed and separately reported when they are more than 10% (+/-) of the year to date budget, where that variance exceeds \$10,000 (+/-). This threshold was adopted by Council as part of the budget adoption for 2017/18 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)*.

**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 such other financial reports as are prescribed.

*Regulation 34 (1) of the Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month, a statement of financial activity 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 fulfils a statutory requirement.

**STRATEGIC IMPLICATIONS:**

Strategic Plan 2013-2023:

*“4.1 Provide good strategic decision-making, governance, leadership and professional management:*

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner;*

*(a) Continue to adopt best practice to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced.”*

**SUSTAINABILITY IMPLICATIONS:**

Not applicable.

**FINANCIAL/BUDGET IMPLICATIONS:**

Not applicable.

**COMMENTS:**

All expenditure included in the Financial Statements is incurred in accordance with Council's revised budget.

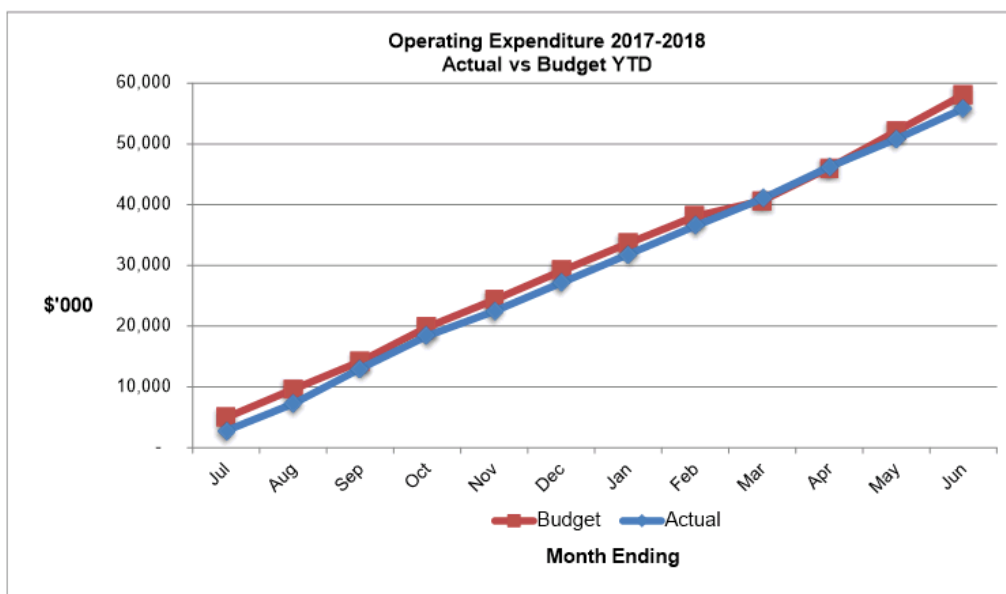
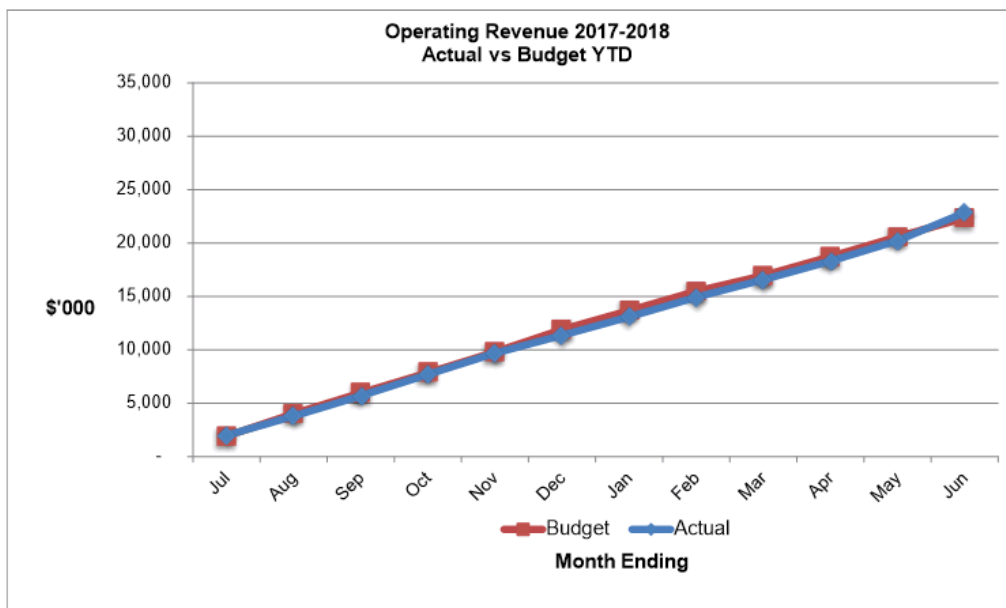


**CITY OF VINCENT**  
**NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY**  
**BY PROGRAM**  
**AS AT 30 JUNE 2018**

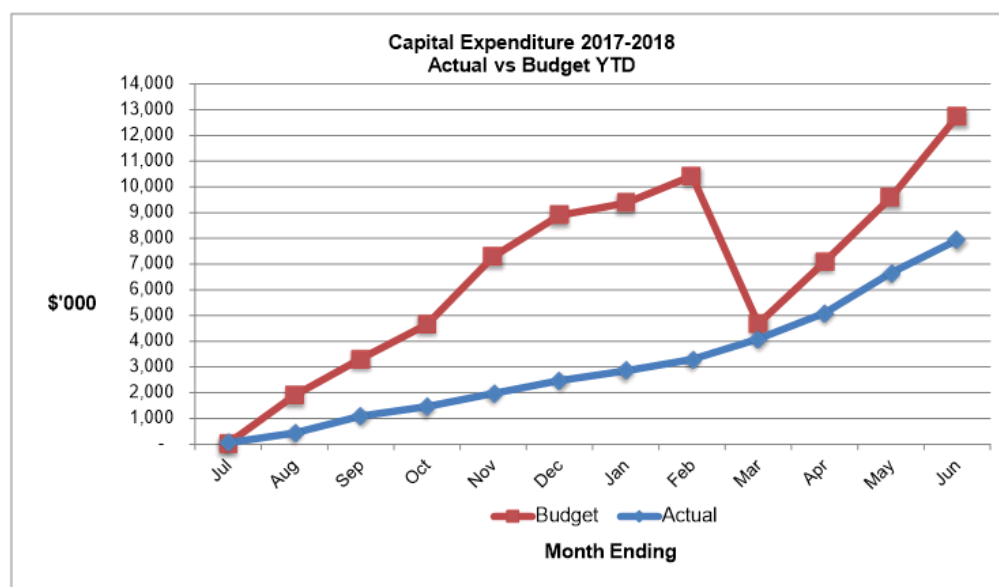
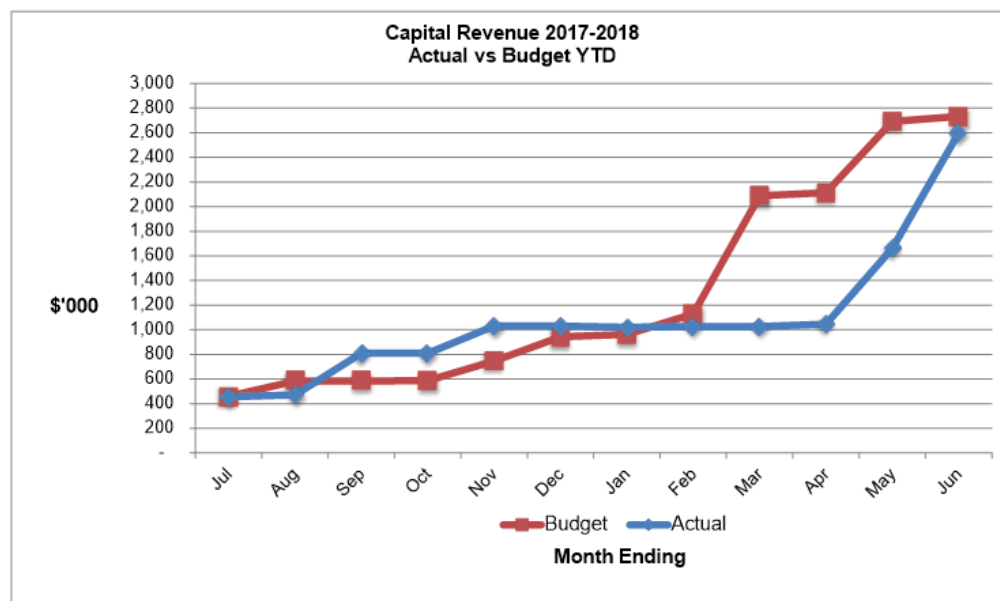


	Revised Budget 2017/18 \$	YTD Budget 2017/18 \$	YTD Actual 2017/18 \$	YTD Variance 2017/18 \$	YTD Variance 2017/18 %
<b>REVENUE FROM OPERATING ACTIVITIES (EXCLUDING RATES)</b>					
Governance	142,340	142,340	149,708	7,368	5%
General Purpose Funding	1,874,176	1,874,176	2,622,552	748,376	40%
Law, Order, Public Safety	191,933	191,933	166,375	(25,558)	-13%
Health	356,058	356,058	358,981	2,923	1%
Education and Welfare	201,015	201,015	171,631	(29,384)	-15%
Community Amenities	1,069,740	1,069,740	904,191	(165,549)	-15%
Recreation and Culture	9,987,529	9,987,529	9,575,972	(411,557)	-4%
Transport	7,715,140	7,715,140	7,955,588	240,448	3%
Economic Services	242,291	242,291	249,823	7,532	3%
Other Property and Services	572,420	572,420	695,961	123,541	22%
	<b>22,352,642</b>	<b>22,352,642</b>	<b>22,850,783</b>	<b>498,141</b>	<b>2%</b>
<b>EXPENDITURE FROM OPERATING ACTIVITIES</b>					
Governance	(3,784,927)	(3,784,927)	(3,811,778)	(26,851)	1%
General Purpose Funding	(865,282)	(865,282)	(890,632)	(25,350)	3%
Law, Order, Public Safety	(1,378,747)	(1,378,747)	(1,296,199)	82,548	-6%
Health	(1,268,589)	(1,268,589)	(1,166,248)	102,341	-8%
Education and Welfare	(1,330,146)	(1,330,146)	(1,279,027)	51,119	-4%
Community Amenities	(11,665,687)	(11,665,687)	(10,768,270)	897,417	-8%
Recreation and Culture	(22,559,993)	(22,559,993)	(21,860,537)	699,456	-3%
Transport	(12,703,334)	(12,703,334)	(12,047,456)	655,878	-5%
Economic Services	(774,190)	(774,190)	(699,938)	74,252	-10%
Other Property and Services	(1,753,225)	(1,753,225)	(1,998,155)	(244,930)	14%
	<b>(58,084,120)</b>	<b>(58,084,120)</b>	<b>(55,818,243)</b>	<b>2,265,877</b>	<b>-4%</b>
<b>NET RESULT EXCLUDING GENERAL RATES</b>	<b>(35,731,478)</b>	<b>(35,731,478)</b>	<b>(32,967,459)</b>	<b>2,764,019</b>	<b>-8%</b>
<b>OPERATING ACTIVITIES EXCLUDED FROM BUDGET</b>					
<b>NON-CASH EXPENDITURE AND REVENUE</b>					
Add Deferred Rates Adjustment	0	0	9,237	9,237	0%
(Profit)/Loss on Asset Disposals	(415,015)	(415,015)	(473,237)	(58,222)	14%
"Percent for Art" and "Cash in Lieu" Funds Adjustment	0	0	0	0	0%
Add Back Depreciation	10,246,060	10,246,060	10,278,767	32,707	0%
<b>AMOUNT ATTRIBUTABLE TO OPERATING ACTIVITIES</b>	<b>9,831,045</b>	<b>9,831,045</b>	<b>9,814,767</b>	<b>(16,278)</b>	<b>0%</b>
<b>INVESTING ACTIVITIES</b>					
Non-Operating Grants, Subsidies and Contributions	2,733,778	2,733,778	2,599,035	(134,743)	-5%
Purchase Land and Buildings	(2,018,358)	(2,018,358)	(1,288,480)	729,878	-36%
Purchase Infrastructure Assets	(8,194,846)	(8,194,846)	(5,045,097)	3,149,749	-38%
Purchase Plant and Equipment	(1,441,911)	(1,441,911)	(940,571)	501,340	-35%
Purchase Furniture and Equipment	(1,081,682)	(1,081,682)	(666,452)	415,230	-38%
Proceeds from Joint Venture Operations	333,333	333,333	333,333	0	0%
Proceeds from Disposal of Assets	202,321	202,321	326,310	123,989	61%
	<b>(9,467,365)</b>	<b>(9,467,365)</b>	<b>(4,681,921)</b>	<b>4,785,444</b>	<b>-51%</b>
<b>FINANCING ACTIVITIES</b>					
Repayments of Debentures	(881,398)	(881,398)	(881,398)	(0)	0%
Transfers to Reserves (Restricted Assets)	(2,401,835)	(2,401,835)	(2,351,663)	50,172	-2%
Transfers from Reserves (Restricted Assets)	1,194,291	1,194,291	649,838	(544,453)	-46%
	<b>(2,088,942)</b>	<b>(2,088,942)</b>	<b>(2,583,223)</b>	<b>(494,281)</b>	<b>24%</b>
Plus: Surplus/(Deficiency) Brought Fwd 1 July 2017	4,475,026	4,475,026	4,475,026	1	0%
Surplus/(Deficiency) before General Rates	(32,981,714)	(32,981,714)	(25,942,811)	7,038,904	-21%
Total Amount raised from General Rates	<b>32,976,983</b>	<b>32,976,983</b>	<b>33,018,221</b>	<b>41,238</b>	<b>0%</b>
Restricted Grant			600,000	600,000	0%
<b>NET CURRENT ASSETS C/FWD - SURPLUS/(DEFICIT)</b>	<b>(4,731)</b>	<b>(4,731)</b>	<b>7,675,410</b>	<b>7,680,142</b>	<b>-162337%</b>

CITY OF VINCENT  
 NOTE 1 - STATEMENT OF FINANCIAL ACTIVITY  
 BY PROGRAM - GRAPH  
 AS AT 30 JUNE 2018



CITY OF VINCENT  
NOTE 5 - CAPITAL REVENUE / EXPENDITURE PROGRAM  
AS AT 30 JUNE 2018



**CITY OF VINCENT**  
**NOTE 2 - STATEMENT OF COMPREHENSIVE INCOME**  
**BY NATURE AND TYPE**  
**AS AT 30 JUNE 2018**



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance Jun-18 \$	YTD Variance Jun-18 %
<b>REVENUE</b>					
Rates	32,976,983	32,976,983	33,018,221	41,238	0%
Operating Grants, Subsidies and Contributions	785,304	785,304	1,269,351	484,047	62%
Fees and Charges	18,836,398	18,836,398	18,719,184	(117,214)	-1%
Interest Earnings	921,700	921,700	1,022,980	101,280	11%
Other Revenue	1,394,225	1,394,225	1,355,566	(38,659)	-3%
	<b>54,914,610</b>	<b>54,914,610</b>	<b>55,385,302</b>	<b>470,692</b>	<b>1%</b>
<b>EXPENDITURE</b>					
Employee Costs	(26,110,063)	(26,110,063)	(25,973,764)	136,299	-1%
Materials and Contracts	(17,921,093)	(17,921,093)	(16,354,407)	1,566,686	-9%
Utilities Charges	(1,955,570)	(1,955,570)	(1,692,857)	262,713	-13%
Interest Expenses	(995,630)	(995,630)	(892,480)	103,150	-10%
Insurance Expenses	(989,760)	(989,760)	(796,314)	193,446	-20%
Depreciation on Non-Current Assets	(10,246,060)	(10,246,060)	(10,278,767)	(32,707)	0%
Other Expenditure	134,056	134,056	183,818	49,762	37%
	<b>(58,084,120)</b>	<b>(58,084,120)</b>	<b>(55,804,771)</b>	<b>2,279,349</b>	<b>-4%</b>
Non-Operating Grants, Subsidies and Contributions	2,733,778	2,733,778	2,599,035	(134,743)	-5%
Profit on Asset Disposals	415,015	415,015	483,702	68,687	17%
Loss on Asset Disposals	-	-	(10,465)	(10,465)	0%
	<b>3,148,793</b>	<b>3,148,793</b>	<b>3,072,272</b>	<b>(76,521)</b>	<b>-2%</b>
<b>NET RESULT</b>	<b>(20,717)</b>	<b>(20,717)</b>	<b>2,652,803</b>	<b>2,673,520</b>	<b>-12905%</b>
<b>OTHER COMPREHENSIVE INCOME</b>					
Changes on Revaluation of Non-Current Assets	-	-	-	-	0%
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>	<b>(20,717)</b>	<b>(20,717)</b>	<b>2,652,803</b>	<b>2,673,520</b>	<b>-12905%</b>
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>(20,717)</b>	<b>(20,717)</b>	<b>2,652,803</b>	<b>2,673,520</b>	<b>-12905%</b>

**CITY OF VINCENT**  
**NOTE 3 - NET CURRENT FUNDING POSITION**  
**AS AT 30 JUNE 2018**



	Ref Note	Actual 30-Jun-18 \$	Actual 30-Jun-17 \$
<b>Current Assets</b>			
Cash - Unrestricted		10,553,637	8,515,883
Cash - Restricted Reserves		10,609,944	8,908,119
Trade and Other Receivables - Rates		128,858	218,492
Trade and Other Receivables - Other Debtors	8	3,612,510	4,748,353
Inventories		184,342	181,244
<b>Total Current Assets</b>		<b>25,089,290</b>	<b>22,572,091</b>
<b>Less: Current Liabilities</b>			
Sundry and Other Creditors		(2,678,324)	(5,102,188)
Provisions - Current		(4,125,612)	(3,486,758)
<b>Total Current Liabilities</b>		<b>(6,803,936)</b>	<b>(8,588,946)</b>
<b>Less:</b>			
Reserves - Restricted Cash		(10,609,944)	(8,908,119)
Trade and Other Receivables - Other Debtors - Restricted Grant		0	(600,000)
<b>Net Current Funding Position</b>		<b>7,675,410</b>	<b>4,475,026</b>

**CITY OF VINCENT**  
**NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE**  
**BY SERVICE AREAS**  
**AS AT 30 JUNE 2018**



	Revised Budget 2017/18 \$	June 2018 Budget YTD \$	June 2018 Actual YTD \$	% YTD Budget
<b>Operating Revenue By Service Area</b>				
Chief Executive Officer	(200)	(200)	0	0%
Other Governance	(103,820)	(103,820)	(98,950)	95%
Human Resources	(36,320)	(36,320)	(50,040)	138%
Director Corporate Services	(1,331,396)	(1,331,396)	(2,018,986)	152%
Rates Services	(33,659,083)	(33,659,083)	(33,759,254)	100%
Finance Services	(363)	(363)	(73,181)	20160%
Record Management	(2,000)	(2,000)	(718)	36%
Beatty Park Leisure Centre	(7,716,289)	(7,716,289)	(7,396,165)	96%
Library & Local History Services	(19,680)	(19,680)	(24,046)	122%
Community Partnerships	(56,000)	(56,000)	(28,394)	51%
Ranger Services	(7,786,500)	(7,786,500)	(8,039,917)	103%
Health Services	(356,058)	(356,058)	(358,981)	101%
Statutory Planning Services	(592,120)	(592,120)	(467,796)	79%
Compliance Services	(19,355)	(19,355)	(8,199)	42%
Policy and Place Services	(7,440)	(7,440)	(8,364)	112%
Building Services	(240,291)	(240,291)	(249,380)	104%
Engineering Design Services	(88,050)	(88,050)	(75,458)	86%
Environment Services	(24,500)	(24,500)	(29,843)	122%
Parks Services	(2,395,425)	(2,395,425)	(2,278,615)	95%
Waste Management Services	(330,610)	(330,610)	(315,780)	96%
Works & Operations Services	(149,110)	(149,110)	(103,235)	69%
<b>Operating Revenue By Service Area Total</b>	<b>(54,914,610)</b>	<b>(54,914,610)</b>	<b>(55,385,302)</b>	<b>101%</b>
<b>Operating Expenditure By Service Area</b>				
Chief Executive Officer	2,255,404	2,255,404	2,163,330	96%
Human Resources	36,320	36,320	50,040	138%
Director Corporate Services	178,200	178,200	189,479	106%
Other Governance	598,435	598,435	591,280	99%
Rates Services	865,282	865,282	890,632	103%
Record Management	2,000	2,000	718	36%
Finance Services	363	363	74,981	20656%
Marketing and Communications	894,768	894,768	1,007,129	113%
Beatty Park Leisure Centre	8,972,095	8,972,095	8,806,177	98%
Community Partnerships	1,978,186	1,978,186	1,985,879	100%
Community Connections	273,389	273,389	265,899	97%
Library & Local History Services	1,873,702	1,873,702	1,748,540	93%
Ranger Services	6,207,011	6,207,011	5,841,082	94%
Health Services	1,268,589	1,268,589	1,166,248	92%
Statutory Planning Services	2,550,333	2,550,333	2,368,381	93%
Compliance Services	670,326	670,326	663,937	99%
Policy and Place Services	1,744,757	1,744,757	1,575,075	90%
Building Services	739,190	739,190	665,143	90%
Engineering Design Services	2,333,833	2,333,833	2,043,516	88%
Environment Services	367,076	367,076	365,390	100%
Parks Services	13,429,006	13,429,006	12,875,166	96%
Waste Management Services	5,997,662	5,997,662	5,466,403	91%
Works & Operations Services	4,848,193	4,848,193	5,000,347	103%
<b>Operating Expenditure By Service Area Total</b>	<b>58,084,120</b>	<b>58,084,120</b>	<b>55,804,771</b>	<b>96%</b>



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Chief Executive Officer</b>						
Chief Executive Officer Expenditure						
Employee Costs	450,130	450,130	391,388	(58,742)	-13%	Variance due to positions not filled and a position being reallocated to Corporate Services.
Other Employee Costs	11,050	11,050	10,525	(525)	-5%	
Other Expenses	267,050	267,050	245,456	(21,594)	-8%	
<b>Chief Executive Officer Expenditure Total</b>	<b>728,230</b>	<b>728,230</b>	<b>647,369</b>	<b>(80,862)</b>	<b>-11%</b>	
Chief Executive Officer Indirect Costs						
Allocations	(728,230)	(728,230)	(647,369)	80,862	-11%	
<b>Chief Executive Officer Indirect Costs Total</b>	<b>(728,230)</b>	<b>(728,230)</b>	<b>(647,369)</b>	<b>80,862</b>	<b>-11%</b>	
<b>Chief Executive Officer Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		
<b>Members of Council</b>						
Members Of Council Revenue						
Revenue	(200)	(200)	0	200	-100%	
<b>Members Of Council Revenue Total</b>	<b>(200)</b>	<b>(200)</b>	<b>0</b>	<b>200</b>	<b>-100%</b>	
Members Of Council Expenditure						
Employee Costs	89,440	89,440	87,512	(1,928)	-2%	
Other Employee Costs	10,000	10,000	6,487	(3,513)	-35%	
Other Expenses	460,613	460,613	467,116	6,503	1%	
<b>Members Of Council Expenditure Total</b>	<b>560,053</b>	<b>560,053</b>	<b>561,116</b>	<b>1,063</b>	<b>0%</b>	
Members Of Council Indirect Costs						
Allocations	1,695,351	1,695,351	1,602,214	(93,137)	-5%	
<b>Members Of Council Indirect Costs Total</b>	<b>1,695,351</b>	<b>1,695,351</b>	<b>1,602,214</b>	<b>(93,137)</b>	<b>-5%</b>	
<b>Members of Council Total</b>	<b>2,255,204</b>	<b>2,255,204</b>	<b>2,163,330</b>	<b>(91,874)</b>	<b>-4%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Other Governance</u></b>						
Other Governance Revenue						
Revenue	(103,820)	(103,820)	(98,950)	4,870	-5%	
<b>Other Governance Revenue Total</b>	<b>(103,820)</b>	<b>(103,820)</b>	<b>(98,950)</b>	<b>4,870</b>	<b>-5%</b>	
Other Governance Expenditure						
Employee Costs	248,230	248,230	252,546	4,316	2%	
Other Employee Costs	5,200	5,200	3,365	(1,835)	-35%	
Other Expenses	112,630	112,630	95,636	(16,994)	-15%	\$17k timing on audit fees.
<b>Other Governance Expenditure Total</b>	<b>366,060</b>	<b>366,060</b>	<b>351,548</b>	<b>(14,512)</b>	<b>-4%</b>	
Other Governance Indirect Costs						
Allocations	232,375	232,375	239,732	7,357	3%	
<b>Other Governance Indirect Costs Total</b>	<b>232,375</b>	<b>232,375</b>	<b>239,732</b>	<b>7,357</b>	<b>3%</b>	
<b>Other Governance Total</b>	<b>494,615</b>	<b>494,615</b>	<b>492,329</b>	<b>(2,286)</b>	<b>0%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Human Resources</b>						
Human Resources Revenue						
Revenue	(36,320)	(36,320)	(50,040)	(13,720)	38%	Timing variance on the Centrelink Parenting Leave revenue. The budget for this account is based on an assumed revenue expected for the year. The revenue is offset against the centrelink expenditure under Employee Costs below.
<b>Human Resources Revenue Total</b>	<b>(36,320)</b>	<b>(36,320)</b>	<b>(50,040)</b>	<b>(13,720)</b>	<b>38%</b>	
Human Resources Expenditure						
Employee Costs	694,820	694,820	728,466	33,646	5%	
Other Employee Costs	115,700	115,700	92,004	(23,696)	-20%	\$23k positive variance due to underspend on employee training.
Other Expenses	189,393	189,393	92,544	(96,849)	-51%	Majority of the variance relates to underspend on legal costs \$55k and consultant costs \$19k, and timing variance on Management program.
<b>Human Resources Expenditure Total</b>	<b>999,913</b>	<b>999,913</b>	<b>913,014</b>	<b>(86,899)</b>	<b>-9%</b>	
Human Resources Indirect Costs						
Allocations	(963,593)	(963,593)	(862,974)	100,619	-10%	
<b>Human Resources Indirect Costs Total</b>	<b>(963,593)</b>	<b>(963,593)</b>	<b>(862,974)</b>	<b>100,619</b>	<b>-10%</b>	
<b>Human Resources Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Director Corporate Services</b>						
Director Corporate Services Expenditure						
Employee Costs	440,620	440,620	484,356	43,736	10%	Variance due to a position in Chief Executive Officer area being reallocated to Corporate Services.
Other Employee Costs	9,530	9,530	6,864	(2,666)	-28%	
Other Expenses	5,040	5,040	4,227	(813)	-16%	
<b>Director Corporate Services Expenditure Total</b>	<b>455,190</b>	<b>455,190</b>	<b>495,446</b>	<b>40,256</b>	<b>9%</b>	
Director Corporate Services Indirect Costs						
Allocations	(455,190)	(455,190)	(495,446)	(40,256)	9%	
<b>Director Corporate Services Indirect Costs Total</b>	<b>(455,190)</b>	<b>(455,190)</b>	<b>(495,446)</b>	<b>(40,256)</b>	<b>9%</b>	
<b>Director Corporate Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Insurance Premium</b>						
Insurance Premium Expenditure						
Other Expenses	989,760	989,760	796,314	(193,446)	-20%	Positive variance on Workers Compensation Premium \$160k as a result of insurance premium being reviewed, and Property Insurance \$25k.
<b>Insurance Premium Expenditure Total</b>	<b>989,760</b>	<b>989,760</b>	<b>796,314</b>	<b>(193,446)</b>	<b>-20%</b>	
Insurance Premium Recovery						
Allocations	(889,760)	(889,760)	(659,621)	230,139	-26%	
<b>Insurance Premium Recovery Total</b>	<b>(889,760)</b>	<b>(889,760)</b>	<b>(659,621)</b>	<b>230,139</b>	<b>-26%</b>	
<b>Insurance Premium Total</b>	<b>100,000</b>	<b>100,000</b>	<b>136,693</b>	<b>36,693</b>	<b>37%</b>	

CITY OF VINCENT  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Insurance Claim</u></b>						
Insurance Claim Recoup Revenue	(46,500)	(46,500)	(42,714)	3,786	-8%	
<b>Insurance Claim Recoup Total</b>	<b>(46,500)</b>	<b>(46,500)</b>	<b>(42,714)</b>	<b>3,786</b>	<b>-8%</b>	
Insurance Claim Expenditure Other Expenses	30,000	30,000	6,385	(23,615)	-79%	Insurance claim excess lower than budgeted due to a reduction in claims.
<b>Insurance Claim Expenditure Total</b>	<b>30,000</b>	<b>30,000</b>	<b>6,385</b>	<b>(23,615)</b>	<b>-79%</b>	
<b>Insurance Claim Total</b>	<b>(16,500)</b>	<b>(16,500)</b>	<b>(36,329)</b>	<b>(19,829)</b>	<b>120%</b>	
<b><u>Mindarie Regional Council</u></b>						
Mindarie Regional Council Revenue Revenue	(92,820)	(92,820)	(94,752)	(1,932)	2%	
<b>Mindarie Regional Council Revenue Total</b>	<b>(92,820)</b>	<b>(92,820)</b>	<b>(94,752)</b>	<b>(1,932)</b>	<b>2%</b>	
Mindarie Regional Council Expenditure Other Expenses	48,200	48,200	46,401	(1,799)	-4%	
<b>Mindarie Regional Council Expenditure Total</b>	<b>48,200</b>	<b>48,200</b>	<b>46,401</b>	<b>(1,799)</b>	<b>-4%</b>	
<b>Mindarie Regional Council Total</b>	<b>(44,620)</b>	<b>(44,620)</b>	<b>(48,351)</b>	<b>(3,731)</b>	<b>8%</b>	
<b><u>General Purpose Revenue</u></b>						
General Purpose Revenue Revenue	(1,192,076)	(1,192,076)	(1,881,519)	(689,443)	58%	Variance due to receipt of Federal grants and interest on investments higher than budgeted.
<b>General Purpose Revenue Total</b>	<b>(1,192,076)</b>	<b>(1,192,076)</b>	<b>(1,881,519)</b>	<b>(689,443)</b>	<b>58%</b>	
<b>General Purpose Revenue Total</b>	<b>(1,192,076)</b>	<b>(1,192,076)</b>	<b>(1,881,519)</b>	<b>(689,443)</b>	<b>58%</b>	

CITY OF VINCENT  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Rates Services</u></b>						
Rates Services Revenue						
Revenue	(33,659,083)	(33,659,083)	(33,759,254)	(100,171)	0%	
<b>Rates Services Revenue Total</b>	<b>(33,659,083)</b>	<b>(33,659,083)</b>	<b>(33,759,254)</b>	<b>(100,171)</b>	<b>0%</b>	
 Rates Services Expenditure						
Employee Costs	261,150	261,150	259,753	(1,397)	-1%	
Other Employee Costs	300	300	0	(300)	-100%	
Other Expenses	398,900	398,900	422,695	23,795	6%	
<b>Rates Services Expenditure Total</b>	<b>660,350</b>	<b>660,350</b>	<b>682,448</b>	<b>22,098</b>	<b>3%</b>	
 Rates Services Indirect Costs						
Allocations	204,932	204,932	208,184	3,252	2%	
<b>Rates Services Indirect Costs Total</b>	<b>204,932</b>	<b>204,932</b>	<b>208,184</b>	<b>3,252</b>	<b>2%</b>	
 <b>Rates Services Total</b>	<b>(32,793,801)</b>	<b>(32,793,801)</b>	<b>(32,868,621)</b>	<b>(74,820)</b>	<b>0%</b>	



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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Finance Services</b>						
Finance Services Revenue						
Revenue	(363)	(363)	(73,181)	(72,818)	20060%	\$46k transfer of unclaimed monies trust as they are older than 10 years. A number of end of year balancing activities are yet to be completed.
<b>Finance Services Revenue Total</b>	<b>(363)</b>	<b>(363)</b>	<b>(73,181)</b>	<b>(72,818)</b>	<b>20060%</b>	
Finance Services Expenditure						
Employee Costs	743,140	743,140	756,739	13,599	2%	
Other Employee Costs	12,000	12,000	23,323	11,323	94%	External recruitment hired to work on projects.
Other Expenses	80,900	80,900	46,833	(34,067)	-42%	Made up of various favourable variances that are not individually material. \$20k will be part of the balance day adjustments for year end for bad debts.
<b>Finance Services Expenditure Total</b>	<b>836,040</b>	<b>836,040</b>	<b>826,895</b>	<b>(9,145)</b>	<b>-1%</b>	
Finance Services Indirect Costs						
Allocations	(835,677)	(835,677)	(751,914)	83,763	-10%	
<b>Finance Services Indirect Costs Total</b>	<b>(835,677)</b>	<b>(835,677)</b>	<b>(751,914)</b>	<b>83,763</b>	<b>-10%</b>	
<b>Finance Services Total</b>	<b>0</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>		

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Information Technology</u></b>						
Information Technology Expenditure						
Employee Costs	399,370	399,370	381,227	(18,143)	-5%	
Other Employee Costs	47,500	47,500	36,462	(11,038)	-23%	Made up of various favourable variances that are not individually material.
Other Expenses	983,643	983,643	900,385	(83,258)	-8%	Favourable variance on consultancy \$73k; other favourable variances that are individually not material. These figures will change after balance day adjustments are done.
<b>Information Technology Expenditure Total</b>	<b>1,430,513</b>	<b>1,430,513</b>	<b>1,318,075</b>	<b>(112,438)</b>	<b>-8%</b>	
Information Technology Indirect Costs						
Allocations	(1,430,513)	(1,430,513)	(1,318,075)	112,438	-8%	
<b>Information Technology Indirect Costs Total</b>	<b>(1,430,513)</b>	<b>(1,430,513)</b>	<b>(1,318,075)</b>	<b>112,438</b>	<b>-8%</b>	
<b>Information Technology Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		

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 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Records Management</u></b>						
Records Management Revenue						
Revenue	(2,000)	(2,000)	(718)	1,282	-64%	
<b>Records Management Revenue Total</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>(718)</b>	<b>1,282</b>	<b>-64%</b>	
Records Management Expenditure						
Employee Costs	248,470	248,470	255,301	6,831	3%	
Other Employee Costs	18,400	18,400	973	(17,427)	-95%	\$11k budget for agency labour not required.
Other Expenses	144,600	144,600	76,849	(67,751)	-47%	\$58k underspent on contractor costs for the records management operational project.
<b>Records Management Expenditure Total</b>	<b>411,470</b>	<b>411,470</b>	<b>333,122</b>	<b>(78,348)</b>	<b>-19%</b>	
Records Management Indirect Costs						
Allocations	(409,470)	(409,470)	(332,404)	77,066	-19%	
<b>Records Management Indirect Costs Total</b>	<b>(409,470)</b>	<b>(409,470)</b>	<b>(332,404)</b>	<b>77,066</b>	<b>-19%</b>	
<b>Records Management Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Director Community Engagement Expenditure</u></b>						
Director Community Engagement Expenditure						
Employee Costs	285,290	285,290	312,940	27,650	10%	
Other Employee Costs	7,070	7,070	6,852	(218)	-3%	
Other Expenses	3,490	3,490	3,126	(364)	-10%	
<b>Director Community Engagement Expenditure Total</b>	<b>295,850</b>	<b>295,850</b>	<b>322,918</b>	<b>27,068</b>	<b>9%</b>	
<b>Director Community Engagement Expenditure Total</b>	<b>295,850</b>	<b>295,850</b>	<b>322,918</b>	<b>27,068</b>	<b>9%</b>	
<b><u>Director Community Engagement Indirect Costs</u></b>						
Director Community Engagement Indirect Costs						
Allocations	(295,850)	(295,850)	(322,918)	(27,068)	9%	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(295,850)</b>	<b>(295,850)</b>	<b>(322,918)</b>	<b>(27,068)</b>	<b>9%</b>	
<b>Director Community Engagement Indirect Costs Total</b>	<b>(295,850)</b>	<b>(295,850)</b>	<b>(322,918)</b>	<b>(27,068)</b>	<b>9%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Marketing and Communications Expenditure</u></b>						
Marketing and Communications Expenditure						
Employee Costs	461,460	461,460	580,611	119,151	26%	Variance due to department restructure and voluntary redundancy payments.
Other Employee Costs	2,200	2,200	8,517	6,317	287%	
Other Expenses	257,588	257,588	253,217	(4,371)	-2%	
<b>Marketing and Communications Expenditure Total</b>	<b>721,248</b>	<b>721,248</b>	<b>842,345</b>	<b>121,097</b>	<b>17%</b>	
<b>Marketing and Communications Expenditure Total</b>	<b>721,248</b>	<b>721,248</b>	<b>842,345</b>	<b>121,097</b>	<b>17%</b>	
<b><u>Marketing and Communications Indirect Costs</u></b>						
Marketing and Communications Indirect Costs						
Allocations	173,520	173,520	164,783	(8,737)	-5%	
<b>Marketing and Communications Indirect Costs Total</b>	<b>173,520</b>	<b>173,520</b>	<b>164,783</b>	<b>(8,737)</b>	<b>-5%</b>	
<b>Marketing and Communications Indirect Costs Total</b>	<b>173,520</b>	<b>173,520</b>	<b>164,783</b>	<b>(8,737)</b>	<b>-5%</b>	
<b><u>Customer Service Centre</u></b>						
Customer Services Centre Expenditure						
Employee Costs	456,780	456,780	536,032	79,252	17%	Variance due to department restructure and voluntary redundancy payments. Made up of various favourable variances that are not individually material.
Other Employee Costs	28,900	28,900	15,751	(13,149)	-45%	
Other Expenses	37,400	37,400	43,042	5,642	15%	
<b>Customer Services Centre Expenditure Total</b>	<b>523,080</b>	<b>523,080</b>	<b>594,824</b>	<b>71,744</b>	<b>14%</b>	
Customer Services Centre Indirect Costs						
Allocations	(523,080)	(523,080)	(594,824)	(71,744)	14%	
<b>Customer Services Centre Indirect Costs Total</b>	<b>(523,080)</b>	<b>(523,080)</b>	<b>(594,824)</b>	<b>(71,744)</b>	<b>14%</b>	
<b>Customer Service Centre Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Administration</u></b>						
Beatty Park Leisure Centre Admin Revenue						
Revenue	(2,527,521)	(2,527,521)	(2,470,625)	56,896	-2%	
<b>Beatty Park Leisure Centre Admin Revenue Total</b>	<b>(2,527,521)</b>	<b>(2,527,521)</b>	<b>(2,470,625)</b>	<b>56,896</b>	<b>-2%</b>	
Beatty Park Leisure Centre Admin Indirect Revenue						
Allocations	2,527,521	2,527,521	2,470,625	(56,896)	-2%	
<b>Beatty Park Leisure Centre Admin Indirect Revenue Total</b>	<b>2,527,521</b>	<b>2,527,521</b>	<b>2,470,625</b>	<b>(56,896)</b>	<b>-2%</b>	
Beatty Park Leisure Centre Admin Expenditure						
Employee Costs	855,720	855,720	916,701	60,981	7%	
Other Employee Costs	13,380	13,380	5,915	(7,465)	-56%	
Other Expenses	342,450	342,450	282,306	(60,144)	-18%	Timing variance on consultants costs and possible savings.
<b>Beatty Park Leisure Centre Admin Expenditure Total</b>	<b>1,211,550</b>	<b>1,211,550</b>	<b>1,204,922</b>	<b>(6,628)</b>	<b>-1%</b>	
Beatty Park Leisure Centre Admin Indirect Costs						
Allocations	(1,211,550)	(1,211,550)	(1,204,922)	6,628	-1%	
<b>Beatty Park Leisure Centre Admin Indirect Costs Total</b>	<b>(1,211,550)</b>	<b>(1,211,550)</b>	<b>(1,204,922)</b>	<b>6,628</b>	<b>-1%</b>	
<b>Beatty Park Leisure Centre Administration Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		



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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Beatty Park Leisure Centre Building</u></b>						
Beatty Park Leisure Centre Building Revenue						
Revenue	(159,350)	(159,350)	(158,476)	874	-1%	
<b>Beatty Park Leisure Centre Building Revenue Total</b>	<b>(159,350)</b>	<b>(159,350)</b>	<b>(158,476)</b>	<b>874</b>	<b>-1%</b>	
Beatty Park Leisure Centre Occupancy Costs						
Building Maintenance	536,133	536,133	446,489	(89,644)	-17%	Timing variance on contractors and labour costs and possible savings.
Ground Maintenance	41,500	41,500	24,899	(16,601)	-40%	Timing variance on invoices from contractors.
Other Expenses	2,109,857	2,109,857	2,073,835	(36,022)	-2%	
<b>Beatty Park Leisure Centre Occupancy Costs Total</b>	<b>2,687,490</b>	<b>2,687,490</b>	<b>2,545,223</b>	<b>(142,267)</b>	<b>-5%</b>	
Beatty Park Leisure Centre Indirect Costs						
Allocations	(2,528,140)	(2,528,140)	(2,386,747)	141,393	-6%	
<b>Beatty Park Leisure Centre Indirect Costs Total</b>	<b>(2,528,140)</b>	<b>(2,528,140)</b>	<b>(2,386,747)</b>	<b>141,393</b>	<b>-6%</b>	
<b>Beatty Park Leisure Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swimming Pool Areas</b>						
Swimming Pool Areas Revenue	(1,866,475)	(1,866,475)	(1,760,146)	106,329	-6%	Revenue lower than budget estimates, \$69k in Adult, \$13k lane hire, \$9k carnival entry, \$7k child entry. There is \$12k favourable variance for In term swimming lessons.
<b>Swimming Pool Areas Revenue Total</b>	<b>(1,866,475)</b>	<b>(1,866,475)</b>	<b>(1,760,146)</b>	<b>106,329</b>	<b>-6%</b>	
Swimming Pool Areas Indirect Revenue						
Allocations	(397,833)	(397,833)	(388,876)	8,957	-2%	
<b>Swimming Pool Areas Indirect Revenue Total</b>	<b>(397,833)</b>	<b>(397,833)</b>	<b>(388,876)</b>	<b>8,957</b>	<b>-2%</b>	
Swimming Pool Areas Expenditure						
Employee Costs	966,550	966,550	985,802	19,252	2%	
Other Employee Costs	20,000	20,000	22,604	2,604	13%	
Other Expenses	211,810	211,810	276,693	64,883	31%	\$47k higher on plant maintenance cost due to reactive maintenance on indoor pool and \$21k higher on water treatment chemicals than anticipated.
<b>Swimming Pool Areas Expenditure Total</b>	<b>1,198,360</b>	<b>1,198,360</b>	<b>1,285,098</b>	<b>86,738</b>	<b>7%</b>	
Swimming Pool Areas Indirect Costs						
Allocations	2,845,408	2,845,408	2,696,855	(148,553)	-5%	
<b>Swimming Pool Areas Indirect Costs Total</b>	<b>2,845,408</b>	<b>2,845,408</b>	<b>2,696,855</b>	<b>(148,553)</b>	<b>-5%</b>	
<b>Swimming Pool Areas Total</b>	<b>1,779,460</b>	<b>1,779,460</b>	<b>1,832,931</b>	<b>53,471</b>	<b>3%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Swim School</b>						
Swim School Revenue						
Revenue	(1,489,000)	(1,489,000)	(1,462,163)	26,837	-2%	
<b>Swim School Revenue Total</b>	<b>(1,489,000)</b>	<b>(1,489,000)</b>	<b>(1,462,163)</b>	<b>26,837</b>	<b>-2%</b>	
Swim School Indirect Revenue						
Allocations	(2,018)	(2,018)	(1,977)	42	-2%	
<b>Swim School Indirect Revenue Total</b>	<b>(2,018)</b>	<b>(2,018)</b>	<b>(1,977)</b>	<b>42</b>	<b>-2%</b>	
Swim School Expenditure						
Employee Costs	832,100	832,100	842,875	10,775	1%	
Other Employee Costs	6,500	6,500	3,332	(3,168)	-49%	
Other Expenses	28,970	28,970	32,071	3,101	11%	
<b>Swim School Expenditure Total</b>	<b>867,570</b>	<b>867,570</b>	<b>878,278</b>	<b>10,708</b>	<b>1%</b>	
Swim School Indirect Costs						
Allocations	216,036	216,036	200,685	(15,351)	-7%	
<b>Swim School Indirect Costs Total</b>	<b>216,036</b>	<b>216,036</b>	<b>200,685</b>	<b>(15,351)</b>	<b>-7%</b>	
<b>Swim School Total</b>	<b>(407,412)</b>	<b>(407,412)</b>	<b>(385,176)</b>	<b>22,236</b>	<b>-5%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Café</b>						
Cafe Revenue						
Revenue	(740,407)	(740,407)	(666,013)	74,394	-10%	Sales are \$46k lower than budgeted due to patronage lower than expected in summer and \$20k supplier sponsorship contributions was incorrectly budgeted.
<b>Cafe Revenue Total</b>	<b>(740,407)</b>	<b>(740,407)</b>	<b>(666,013)</b>	<b>74,394</b>	<b>-10%</b>	
Cafe Indirect Revenue						
Allocations	(2,018)	(2,018)	(1,977)	42	-2%	
<b>Cafe Indirect Revenue Total</b>	<b>(2,018)</b>	<b>(2,018)</b>	<b>(1,977)</b>	<b>42</b>	<b>-2%</b>	
Cafe Expenditure						
Employee Costs	386,640	386,640	421,521	34,881	9%	
Other Employee Costs	500	500	529	29	6%	
Other Expenses	301,480	301,480	316,904	15,424	5%	
<b>Cafe Expenditure Total</b>	<b>688,620</b>	<b>688,620</b>	<b>738,954</b>	<b>50,334</b>	<b>7%</b>	
Cafe Indirect Costs						
Allocations	115,172	115,172	106,336	(8,836)	-8%	
<b>Cafe Indirect Costs Total</b>	<b>115,172</b>	<b>115,172</b>	<b>106,336</b>	<b>(8,836)</b>	<b>-8%</b>	
<b>Café Total</b>	<b>61,367</b>	<b>61,367</b>	<b>177,300</b>	<b>115,933</b>	<b>189%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Retail</b>						
Retail Revenue						
Revenue	(520,000)	(520,000)	(486,884)	33,116	-6%	
<b>Retail Revenue Total</b>	<b>(520,000)</b>	<b>(520,000)</b>	<b>(486,884)</b>	<b>33,116</b>	<b>-6%</b>	
Retail Indirect Revenue						
Allocations	(503)	(503)	(494)	9	-2%	
<b>Retail Indirect Revenue Total</b>	<b>(503)</b>	<b>(503)</b>	<b>(494)</b>	<b>9</b>	<b>-2%</b>	
Retail Expenditure						
Employee Costs	50,000	50,000	49,172	(828)	-2%	
Other Employee Costs	1,500	1,500	291	(1,209)	-81%	
Other Expenses	276,490	276,490	240,994	(35,496)	-13%	Stock purchase is lower by \$33k which will change once end of year invoices are processed.
<b>Retail Expenditure Total</b>	<b>327,990</b>	<b>327,990</b>	<b>290,457</b>	<b>(37,533)</b>	<b>-11%</b>	
Retail Indirect Costs						
Allocations	90,485	90,485	85,715	(4,770)	-5%	
<b>Retail Indirect Costs Total</b>	<b>90,485</b>	<b>90,485</b>	<b>85,715</b>	<b>(4,770)</b>	<b>-5%</b>	
<b>Retail Total</b>	<b>(102,028)</b>	<b>(102,028)</b>	<b>(111,206)</b>	<b>(9,178)</b>	<b>9%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Health and Fitness</u></b>						
Health and Fitness Revenue						
Revenue	(189,000)	(189,000)	(178,153)	10,847	-6%	
<b>Health and Fitness Revenue Total</b>	<b>(189,000)</b>	<b>(189,000)</b>	<b>(178,153)</b>	<b>10,847</b>	<b>-6%</b>	
Health and Fitness Indirect Revenue						
Allocations	(1,407,329)	(1,407,329)	(1,375,644)	31,685	-2%	
<b>Health and Fitness Indirect Revenue Total</b>	<b>(1,407,329)</b>	<b>(1,407,329)</b>	<b>(1,375,644)</b>	<b>31,685</b>	<b>-2%</b>	
Health and Fitness Expenditure						
Employee Costs	554,520	554,520	550,852	(3,668)	-1%	
Other Employee Costs	9,000	9,000	2,679	(6,321)	-70%	
Other Expenses	194,040	194,040	193,041	(999)	-1%	
<b>Health and Fitness Expenditure Total</b>	<b>757,560</b>	<b>757,560</b>	<b>746,573</b>	<b>(10,987)</b>	<b>-1%</b>	
Health and Fitness Indirect Costs						
Allocations	614,146	614,146	577,937	(36,209)	-6%	
<b>Health and Fitness Indirect Costs Total</b>	<b>614,146</b>	<b>614,146</b>	<b>577,937</b>	<b>(36,209)</b>	<b>-6%</b>	
<b>Health and Fitness Total</b>	<b>(224,623)</b>	<b>(224,623)</b>	<b>(229,287)</b>	<b>(4,664)</b>	<b>2%</b>	



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NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Group Fitness</b>						
Group Fitness Revenue						
Revenue	(173,500)	(173,500)	(161,620)	11,880	-7%	
<b>Group Fitness Revenue Total</b>	<b>(173,500)</b>	<b>(173,500)</b>	<b>(161,620)</b>	<b>11,880</b>	<b>-7%</b>	
Group Fitness Indirect Revenue						
Allocations	(477,706)	(477,706)	(466,948)	10,758	-2%	
<b>Group Fitness Indirect Revenue Total</b>	<b>(477,706)</b>	<b>(477,706)</b>	<b>(466,948)</b>	<b>10,758</b>	<b>-2%</b>	
Group Fitness Expenditure						
Employee Costs	275,940	275,940	278,612	2,672	1%	
Other Employee Costs	900	900	4,360	3,460	384%	
Other Expenses	105,020	105,020	91,096	(13,924)	-13%	Made up of various favourable variances that are not individually material.
<b>Group Fitness Expenditure Total</b>	<b>381,860</b>	<b>381,860</b>	<b>374,068</b>	<b>(7,792)</b>	<b>-2%</b>	
Group Fitness Indirect Costs						
Allocations	206,759	206,759	195,965	(10,794)	-5%	
<b>Group Fitness Indirect Costs Total</b>	<b>206,759</b>	<b>206,759</b>	<b>195,965</b>	<b>(10,794)</b>	<b>-5%</b>	
<b>Group Fitness Total</b>	<b>(62,587)</b>	<b>(62,587)</b>	<b>(58,535)</b>	<b>4,052</b>	<b>-6%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Aqua Fitness</u></b>						
Aqua Fitness Revenue						
Revenue	(30,000)	(30,000)	(27,462)	2,538	-8%	
<b>Aqua Fitness Revenue Total</b>	<b>(30,000)</b>	<b>(30,000)</b>	<b>(27,462)</b>	<b>2,538</b>	<b>-8%</b>	
Aqua Fitness Indirect Revenue						
Allocations	(201,697)	(201,697)	(197,156)	4,541	-2%	
<b>Aqua Fitness Indirect Revenue Total</b>	<b>(201,697)</b>	<b>(201,697)</b>	<b>(197,156)</b>	<b>4,541</b>	<b>-2%</b>	
Aqua Fitness Expenditure						
Employee Costs	33,110	33,110	31,216	(1,894)	-6%	
Other Expenses	8,500	8,500	7,518	(982)	-12%	
<b>Aqua Fitness Expenditure Total</b>	<b>41,610</b>	<b>41,610</b>	<b>38,733</b>	<b>(2,877)</b>	<b>-7%</b>	
Aqua Fitness Indirect Costs						
Allocations	115,900	115,900	112,021	(3,879)	-3%	
<b>Aqua Fitness Indirect Costs Total</b>	<b>115,900</b>	<b>115,900</b>	<b>112,021</b>	<b>(3,879)</b>	<b>-3%</b>	
<b>Aqua Fitness Total</b>	<b>(74,187)</b>	<b>(74,187)</b>	<b>(73,863)</b>	<b>324</b>	<b>0%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Creche</b>						
Creche Revenue						
Revenue	(21,036)	(21,036)	(24,624)	(3,588)	17%	
<b>Creche Revenue Total</b>	<b>(21,036)</b>	<b>(21,036)</b>	<b>(24,624)</b>	<b>(3,588)</b>	<b>17%</b>	
Creche Indirect Revenue						
Allocations	(38,417)	(38,417)	(37,554)	863	-2%	
<b>Creche Indirect Revenue Total</b>	<b>(38,417)</b>	<b>(38,417)</b>	<b>(37,554)</b>	<b>863</b>	<b>-2%</b>	
Creche Expenditure						
Employee Costs	231,780	231,780	215,043	(16,737)	-7%	
Other Employee Costs	1,650	1,650	577	(1,073)	-65%	
Other Expenses	1,950	1,950	1,283	(667)	-34%	
<b>Creche Expenditure Total</b>	<b>235,380</b>	<b>235,380</b>	<b>216,904</b>	<b>(18,476)</b>	<b>-8%</b>	
Creche Indirect Costs						
Allocations	109,889	109,889	103,121	(6,768)	-6%	
<b>Creche Indirect Costs Total</b>	<b>109,889</b>	<b>109,889</b>	<b>103,121</b>	<b>(6,768)</b>	<b>-6%</b>	
<b>Creche Total</b>	<b>285,816</b>	<b>285,816</b>	<b>257,848</b>	<b>(27,968)</b>	<b>-10%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community Partnership Mgmt Administration</u></b>						
Community Partnerships Management Administration						
Employee Costs	527,930	527,930	516,448	(11,482)	-2%	
Other Employee Costs	1,150	1,150	938	(212)	-18%	
Other Expenses	192,500	192,500	172,981	(19,519)	-10%	Timing variance on consultants costs.
<b>Community Partnerships Management Administration Total</b>	<b>721,580</b>	<b>721,580</b>	<b>690,367</b>	<b>(31,213)</b>	<b>-4%</b>	
Community Partnerships Mgmt Admin Indirect Costs						
Allocations	137,975	137,975	125,988	(11,987)	-9%	
Community Partnerships Mgmt Admin Recove	(859,555)	(859,555)	(816,355)	43,200	-5%	
<b>Community Partnerships Mgmt Admin Indirect Costs Total</b>	<b>(721,580)</b>	<b>(721,580)</b>	<b>(690,367)</b>	<b>31,213</b>	<b>-4%</b>	
<b>Community Partnership Mgmt Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Community Connections</u></b>						
Community Connections Expenditure						
Employee Costs	89,440	89,440	86,013	(3,427)	-4%	
Other Employee Costs	4,910	4,910	4,501	(409)	-8%	
Other Expenses	126,200	126,200	125,303	(897)	-1%	
<b>Community Connections Expenditure Total</b>	<b>220,550</b>	<b>220,550</b>	<b>215,817</b>	<b>(4,733)</b>	<b>-2%</b>	
Community Connections Indirect Costs						
Allocations	52,839	52,839	50,081	(2,758)	-5%	
<b>Community Connections Indirect Costs Total</b>	<b>52,839</b>	<b>52,839</b>	<b>50,081</b>	<b>(2,758)</b>	<b>-5%</b>	
<b>Community Connections Total</b>	<b>273,389</b>	<b>273,389</b>	<b>265,899</b>	<b>(7,490)</b>	<b>-3%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recreation, Arts and Culture</u></b>						
Recreation, Arts and Culture Revenue						
Revenue	(18,000)	(18,000)	(2,265)	15,735	-87%	Leederville Hotel to make \$13k Mural/Wall Art contribution.
<b>Recreation, Arts and Culture Revenue Total</b>	<b>(18,000)</b>	<b>(18,000)</b>	<b>(2,265)</b>	<b>15,735</b>	<b>-87%</b>	
<b><u>Recreation, Arts and Culture Expenditure</u></b>						
Employee Costs	92,220	92,220	203,796	111,576	121%	Variance due to department restructure and voluntary redundancy payments.
Other Employee Costs	4,950	4,950	3,554	(1,396)	-28%	
Other Expenses	433,370	433,370	367,800	(65,570)	-15%	\$32k savings due to cancellation of Beaufort Street Festival and a total of \$26k underspent on various events.
<b>Recreation, Arts and Culture Expenditure Total</b>	<b>530,540</b>	<b>530,540</b>	<b>575,149</b>	<b>44,609</b>	<b>8%</b>	
Recreation, Arts and Culture Indirect Costs						
Allocations	131,354	131,354	145,145	13,791	10%	
Community Partnerships Mgmt Admin Alloca	386,799	386,799	367,360	(19,439)	-5%	
<b>Recreation, Arts and Culture Indirect Costs Total</b>	<b>518,153</b>	<b>518,153</b>	<b>512,505</b>	<b>(5,648)</b>	<b>-1%</b>	
<b>Recreation, Arts and Culture Total</b>	<b>1,030,693</b>	<b>1,030,693</b>	<b>1,085,389</b>	<b>54,696</b>	<b>5%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Senior, Disability and Youth Services</u></b>						
Senior, Disability and Youth Services Revenue						
Revenue	(38,000)	(38,000)	(26,129)	11,871	-31%	Revenue on senior program fee lower than budgeted.
<b>Senior, Disability and Youth Services Revenue Total</b>	<b>(38,000)</b>	<b>(38,000)</b>	<b>(26,129)</b>	<b>11,871</b>	<b>-31%</b>	
Senior, Disability and Youth Services Expenditure						
Employee Costs	178,870	178,870	193,242	14,372	8%	
Other Employee Costs	2,050	2,050	900	(1,150)	-56%	
Other Expenses	269,470	269,470	249,568	(19,902)	-7%	Timing variance on consultant costs \$12k for Public Open Space Strategy and other favourable variances that are not individually material.
<b>Senior, Disability and Youth Services Expenditure Total</b>	<b>450,390</b>	<b>450,390</b>	<b>443,710</b>	<b>(6,680)</b>	<b>-1%</b>	
Senior, Disability and Youth Serv Indirect Costs						
Allocations	135,278	135,278	127,973	(7,305)	-5%	
Community Partnerships Mgmt Admin Alloca	343,825	343,825	326,542	(17,283)	-5%	
<b>Senior, Disability and Youth Serv Indirect Costs Total</b>	<b>479,103</b>	<b>479,103</b>	<b>454,515</b>	<b>(24,588)</b>	<b>-5%</b>	
<b>Senior, Disability and Youth Services Total</b>	<b>891,493</b>	<b>891,493</b>	<b>872,096</b>	<b>(19,397)</b>	<b>-2%</b>	



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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Library Services</u></b>						
Library Services Revenue						
Revenue	(19,680)	(19,680)	(24,046)	(4,366)	22%	
<b>Library Services Revenue Total</b>	<b>(19,680)</b>	<b>(19,680)</b>	<b>(24,046)</b>	<b>(4,366)</b>	<b>22%</b>	
Library Services Expenditure						
Employee Costs	912,920	912,920	843,000	(69,920)	-8%	
Other Employee Costs	6,490	6,490	6,220	(270)	-4%	
Other Expenses	88,000	88,000	87,245	(755)	-1%	
<b>Library Services Expenditure Total</b>	<b>1,007,410</b>	<b>1,007,410</b>	<b>936,465</b>	<b>(70,945)</b>	<b>-7%</b>	
Library Services Indirect Costs						
Allocations	447,809	447,809	411,454	(36,355)	-8%	
Community Partnerships Mgmt Admin Alloca	128,931	128,931	122,453	(6,478)	-5%	
<b>Library Services Indirect Costs Total</b>	<b>576,740</b>	<b>576,740</b>	<b>533,908</b>	<b>(42,832)</b>	<b>-7%</b>	
<b>Library Services Total</b>	<b>1,564,470</b>	<b>1,564,470</b>	<b>1,446,327</b>	<b>(118,143)</b>	<b>-8%</b>	
<b><u>Library Building</u></b>						
Library Occupancy Costs						
Building Maintenance	93,000	93,000	93,361	361	0%	
Other Expenses	191,122	191,122	179,921	(11,202)	-6%	
<b>Library Occupancy Costs Total</b>	<b>284,122</b>	<b>284,122</b>	<b>273,282</b>	<b>(10,840)</b>	<b>-4%</b>	
Library Indirect Costs						
Allocations	5,430	5,430	4,886	(544)	-10%	
<b>Library Indirect Costs Total</b>	<b>5,430</b>	<b>5,430</b>	<b>4,886</b>	<b>(544)</b>	<b>-10%</b>	
<b>Library Building Total</b>	<b>289,552</b>	<b>289,552</b>	<b>278,168</b>	<b>(11,384)</b>	<b>-4%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Ranger Services Administration</u></b>						
Ranger Services Administration Revenue						
Revenue	(3,870)	(3,870)	(2,716)	1,154	-30%	
<b>Ranger Services Administration Revenue Total</b>	<b>(3,870)</b>	<b>(3,870)</b>	<b>(2,716)</b>	<b>1,154</b>	<b>-30%</b>	
Ranger Services Administration Expenditure						
Employee Costs	2,379,630	2,379,630	2,287,216	(92,414)	-4%	
Other Employee Costs	56,680	56,680	39,993	(16,687)	-29%	\$10k savings on agency labour costs that was not required.
Other Expenses	135,680	135,680	104,841	(30,839)	-23%	\$25k timing variance on consultant cost.
<b>Ranger Services Administration Expenditure Total</b>	<b>2,571,990</b>	<b>2,571,990</b>	<b>2,432,049</b>	<b>(139,941)</b>	<b>-5%</b>	
Ranger Services Administration Indirect Costs						
Allocations	(2,568,120)	(2,568,120)	(2,429,334)	138,786	-5%	
<b>Ranger Services Administration Indirect Costs Total</b>	<b>(2,568,120)</b>	<b>(2,568,120)</b>	<b>(2,429,334)</b>	<b>138,786</b>	<b>-5%</b>	
<b>Ranger Services Administration Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Fire Prevention</u></b>						
Fire Prevention Revenue						
Revenue	(2,296)	(2,296)	(3,248)	(952)	41%	
<b>Fire Prevention Revenue Total</b>	<b>(2,296)</b>	<b>(2,296)</b>	<b>(3,248)</b>	<b>(952)</b>	<b>41%</b>	
Fire Prevention Indirect Costs						
Allocations	218,050	218,050	206,127	(11,923)	-5%	
<b>Fire Prevention Indirect Costs Total</b>	<b>218,050</b>	<b>218,050</b>	<b>206,127</b>	<b>(11,923)</b>	<b>-5%</b>	
<b>Fire Prevention Total</b>	<b>215,754</b>	<b>215,754</b>	<b>202,879</b>	<b>(12,875)</b>	<b>-6%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Animal Control</u></b>						
Animal Control Revenue						
Revenue	(107,700)	(107,700)	(93,039)	14,661	-14%	Made up of various unfavourable variances that are not individually material.
<b>Animal Control Revenue Total</b>	<b>(107,700)</b>	<b>(107,700)</b>	<b>(93,039)</b>	<b>14,661</b>	<b>-14%</b>	
Animal Control Expenditure						
Other Expenses	16,650	16,650	18,079	1,429	9%	
<b>Animal Control Expenditure Total</b>	<b>16,650</b>	<b>16,650</b>	<b>18,079</b>	<b>1,429</b>	<b>9%</b>	
Animal Control Indirect Costs						
Allocations	218,050	218,050	204,527	(13,523)	-6%	
<b>Animal Control Indirect Costs Total</b>	<b>218,050</b>	<b>218,050</b>	<b>204,527</b>	<b>(13,523)</b>	<b>-6%</b>	
<b>Animal Control Total</b>	<b>127,000</b>	<b>127,000</b>	<b>129,566</b>	<b>2,566</b>	<b>2%</b>	
<b><u>Local Laws (Law and Order)</u></b>						
Local Laws (Law and Order) Revenue						
Revenue	(60,494)	(60,494)	(45,035)	15,459	-26%	\$11k revenue lower than budget estimates for work zone licences and permits.
<b>Local Laws (Law and Order) Revenue Total</b>	<b>(60,494)</b>	<b>(60,494)</b>	<b>(45,035)</b>	<b>15,459</b>	<b>-26%</b>	
Local Laws (Law and Order) Indirect Costs						
Allocations	428,088	428,088	400,518	(27,570)	-6%	
<b>Local Laws (Law and Order) Indirect Costs Total</b>	<b>428,088</b>	<b>428,088</b>	<b>400,518</b>	<b>(27,570)</b>	<b>-6%</b>	
<b>Local Laws (Law and Order) Total</b>	<b>367,594</b>	<b>367,594</b>	<b>355,483</b>	<b>(12,111)</b>	<b>-3%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Abandoned Vehicles</u></b>						
Abandoned Vehicles Revenue						
Revenue	(26,000)	(26,000)	(20,285)	5,716	-22%	
<b>Abandoned Vehicles Revenue Total</b>	<b>(26,000)</b>	<b>(26,000)</b>	<b>(20,285)</b>	<b>5,716</b>	<b>-22%</b>	
Abandoned Vehicles Expenditure						
Other Expenses	16,000	16,000	9,782	(6,218)	-39%	
<b>Abandoned Vehicles Expenditure Total</b>	<b>16,000</b>	<b>16,000</b>	<b>9,782</b>	<b>(6,218)</b>	<b>-39%</b>	
Abandoned Vehicles Indirect Costs						
Allocations	218,050	218,050	204,527	(13,523)	-6%	
<b>Abandoned Vehicles Indirect Costs Total</b>	<b>218,050</b>	<b>218,050</b>	<b>204,527</b>	<b>(13,523)</b>	<b>-6%</b>	
<b>Abandoned Vehicles Total</b>	<b>208,050</b>	<b>208,050</b>	<b>194,024</b>	<b>(14,026)</b>	<b>-7%</b>	
<b><u>Inspectorial Control</u></b>						
Inspectorial Control Revenue						
Revenue	(2,431,800)	(2,431,800)	(2,603,476)	(171,676)	7%	
<b>Inspectorial Control Revenue Total</b>	<b>(2,431,800)</b>	<b>(2,431,800)</b>	<b>(2,603,476)</b>	<b>(171,676)</b>	<b>7%</b>	
Inspectorial Control Expenditure						
Other Expenses	1,093,929	1,093,929	1,049,764	(44,165)	-4%	Timing variance on software licenses \$41k, \$45k possible savings on parking ticket supplies, and Bank Charges \$32k higher than budget estimates.
<b>Inspectorial Control Expenditure Total</b>	<b>1,093,929</b>	<b>1,093,929</b>	<b>1,049,764</b>	<b>(44,165)</b>	<b>-4%</b>	
Inspectorial Control Indirect Costs						
Allocations	2,500,069	2,500,069	2,338,779	(161,290)	-6%	
<b>Inspectorial Control Indirect Costs Total</b>	<b>2,500,069</b>	<b>2,500,069</b>	<b>2,338,779</b>	<b>(161,290)</b>	<b>-6%</b>	
<b>Inspectorial Control Total</b>	<b>1,162,198</b>	<b>1,162,198</b>	<b>785,067</b>	<b>(377,131)</b>	<b>-32%</b>	

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<b><u>Car Park Control</u></b>						
Car Park Control Revenue						
Revenue	(2,758,160)	(2,758,160)	(2,754,042)	4,118	0%	
<b>Car Park Control Revenue Total</b>	<b>(2,758,160)</b>	<b>(2,758,160)</b>	<b>(2,754,042)</b>	<b>4,118</b>	<b>0%</b>	
Car Park Control Expenditure						
Ground Maintenance	193,280	193,280	145,915	(47,365)	-25%	Timing variance on contractors and labour costs.
Other Expenses	768,750	768,750	699,001	(69,749)	-9%	
<b>Car Park Control Expenditure Total</b>	<b>962,030</b>	<b>962,030</b>	<b>844,916</b>	<b>(117,114)</b>	<b>-12%</b>	
<b>Car Park Control Total</b>	<b>(1,796,130)</b>	<b>(1,796,130)</b>	<b>(1,909,126)</b>	<b>(112,996)</b>	<b>6%</b>	
<b><u>Kerbside Parking Control</u></b>						
Kerbside Parking Control Revenue						
Revenue	(2,396,180)	(2,396,180)	(2,518,077)	(121,897)	5%	
<b>Kerbside Parking Control Revenue Total</b>	<b>(2,396,180)</b>	<b>(2,396,180)</b>	<b>(2,518,077)</b>	<b>(121,897)</b>	<b>5%</b>	
Kerbside Parking Control Expenditure						
Other Expenses	527,075	527,075	557,902	30,827	6%	
<b>Kerbside Parking Control Expenditure Total</b>	<b>527,075</b>	<b>527,075</b>	<b>557,902</b>	<b>30,827</b>	<b>6%</b>	
<b>Kerbside Parking Control Total</b>	<b>(1,869,105)</b>	<b>(1,869,105)</b>	<b>(1,960,175)</b>	<b>(91,070)</b>	<b>5%</b>	
<b><u>Dog Pound Expenditure</u></b>						
Dog Pound Expenditure						
Building Maintenance	5,150	5,150	2,892	(2,258)	-44%	
Ground Maintenance	0	0	555	555		
Other Expenses	0	0	0	0		
<b>Dog Pound Expenditure Total</b>	<b>5,150</b>	<b>5,150</b>	<b>3,447</b>	<b>(1,703)</b>	<b>-33%</b>	
<b>Dog Pound Expenditure Total</b>	<b>5,150</b>	<b>5,150</b>	<b>3,447</b>	<b>(1,703)</b>	<b>-33%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Director Development Services</u></b>						
Director Development Services Expenditure						
Employee Costs	411,410	411,410	422,044	10,634	3%	
Other Employee Costs	2,440	2,440	1,368	(1,072)	-44%	
Other Expenses	4,830	4,830	3,654	(1,176)	-24%	
<b>Director Development Services Expenditure Total</b>	<b>418,680</b>	<b>418,680</b>	<b>427,066</b>	<b>8,386</b>	<b>2%</b>	
Director Development Services Indirect Costs						
Allocations	(418,680)	(418,680)	(427,066)	(8,386)	2%	
<b>Director Development Services Indirect Costs Total</b>	<b>(418,680)</b>	<b>(418,680)</b>	<b>(427,066)</b>	<b>(8,386)</b>	<b>2%</b>	
<b>Director Development Services Total</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>(0)</b>		
<b><u>Health Administration and Inspection</u></b>						
Health Administration and Inspection Revenue						
Revenue	(334,978)	(334,978)	(340,442)	(5,464)	2%	
<b>Health Administration and Inspection Revenue Total</b>	<b>(334,978)</b>	<b>(334,978)</b>	<b>(340,442)</b>	<b>(5,464)</b>	<b>2%</b>	
Health Administration and Inspection Expenditure						
Employee Costs	670,120	670,120	639,088	(31,032)	-5%	
Other Employee Costs	22,380	22,380	16,211	(6,169)	-28%	
Other Expenses	105,800	105,800	68,949	(36,851)	-35%	\$7k savings on health program, \$6k on legal cost, \$5k on vincent accord and other favourable variances that are not individually material.
<b>Health Administration and Inspection Expenditure Total</b>	<b>798,300</b>	<b>798,300</b>	<b>724,249</b>	<b>(74,051)</b>	<b>-9%</b>	
Health Administration and Inspection Indirect Cost						
Allocations	353,333	353,333	343,094	(10,239)	-3%	
<b>Health Administration and Inspection Indirect Cost Total</b>	<b>353,333</b>	<b>353,333</b>	<b>343,094</b>	<b>(10,239)</b>	<b>-3%</b>	
<b>Health Administration and Inspection Total</b>	<b>816,655</b>	<b>816,655</b>	<b>726,900</b>	<b>(89,755)</b>	<b>-11%</b>	



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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Food Control</u></b>						
Food Control Revenue						
Revenue	(2,000)	(2,000)	0	2,000	-100%	
<b>Food Control Revenue Total</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>0</b>	<b>2,000</b>	<b>-100%</b>	
Food Control Expenditure						
Other Expenses	21,500	21,500	8,628	(12,872)	-60%	Made up of various favourable variances that are not individually material.
<b>Food Control Expenditure Total</b>	<b>21,500</b>	<b>21,500</b>	<b>8,628</b>	<b>(12,872)</b>	<b>-60%</b>	
<b>Food Control Total</b>	<b>19,500</b>	<b>19,500</b>	<b>8,628</b>	<b>(10,872)</b>	<b>-56%</b>	
<b><u>Health Clinics</u></b>						
Health Clinics Revenue						
Revenue	(19,080)	(19,080)	(18,539)	541	-3%	
<b>Health Clinics Revenue Total</b>	<b>(19,080)</b>	<b>(19,080)</b>	<b>(18,539)</b>	<b>541</b>	<b>-3%</b>	
Health Clinics Expenditure						
Building Maintenance	26,507	26,507	24,186	(2,321)	-9%	
Ground Maintenance	0	0	2,367	2,367		
Other Expenses	66,549	66,549	61,559	(4,990)	-7%	
<b>Health Clinics Expenditure Total</b>	<b>93,056</b>	<b>93,056</b>	<b>88,112</b>	<b>(4,944)</b>	<b>-5%</b>	
Health Clinics Indirect Costs						
Allocations	2,400	2,400	2,165	(235)	-10%	
<b>Health Clinics Indirect Costs Total</b>	<b>2,400</b>	<b>2,400</b>	<b>2,165</b>	<b>(235)</b>	<b>-10%</b>	
<b>Health Clinics Total</b>	<b>76,376</b>	<b>76,376</b>	<b>71,739</b>	<b>(4,637)</b>	<b>-6%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Statutory Planning Services</u></b>						
Statutory Planning Services Revenue						
Revenue	(592,120)	(592,120)	(467,796)	124,324	-21%	Cash in lieu contributions \$69k lower than anticipated, \$17k Development application fees and timing variance on Subdivision Clearances \$17k.
<b>Statutory Planning Services Revenue Total</b>	<b>(592,120)</b>	<b>(592,120)</b>	<b>(467,796)</b>	<b>124,324</b>	<b>-21%</b>	
Statutory Planning Services Expenditure						
Employee Costs	1,255,300	1,255,300	1,166,372	(88,928)	-7%	
Other Employee Costs	84,810	84,810	76,668	(8,142)	-10%	
Other Expenses	470,600	470,600	432,961	(37,639)	-8%	
<b>Statutory Planning Services Expenditure Total</b>	<b>1,810,710</b>	<b>1,810,710</b>	<b>1,676,001</b>	<b>(134,709)</b>	<b>-7%</b>	
Statutory Planning Services Indirect Costs						
Allocations	739,623	739,623	692,380	(47,243)	-6%	
<b>Statutory Planning Services Indirect Costs Total</b>	<b>739,623</b>	<b>739,623</b>	<b>692,380</b>	<b>(47,243)</b>	<b>-6%</b>	
<b>Statutory Planning Services Total</b>	<b>1,958,213</b>	<b>1,958,213</b>	<b>1,900,585</b>	<b>(57,628)</b>	<b>-3%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Compliance Services</u></b>						
Compliance Services Revenue						
Revenue	(19,355)	(19,355)	(8,199)	11,156	-58%	\$11k lower in Infringement Fines and Penalties than in the estimated budget.
<b>Compliance Services Revenue Total</b>	<b>(19,355)</b>	<b>(19,355)</b>	<b>(8,199)</b>	<b>11,156</b>	<b>-58%</b>	
Compliance Services Expenditure						
Employee Costs	350,100	350,100	378,331	28,231	8%	
Other Employee Costs	6,960	6,960	4,765	(2,195)	-32%	
Other Expenses	57,900	57,900	42,015	(15,885)	-27%	\$14k Legal costs not required due to fewer infringements.
<b>Compliance Services Expenditure Total</b>	<b>414,960</b>	<b>414,960</b>	<b>425,110</b>	<b>10,150</b>	<b>2%</b>	
Compliance Services Indirect Costs						
Allocations	255,366	255,366	238,826	(16,540)	-6%	
<b>Compliance Services Indirect Costs Total</b>	<b>255,366</b>	<b>255,366</b>	<b>238,826</b>	<b>(16,540)</b>	<b>-6%</b>	
<b>Compliance Services Total</b>	<b>650,971</b>	<b>650,971</b>	<b>655,738</b>	<b>4,767</b>	<b>1%</b>	

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<b><u>Policy and Place Services</u></b>						
Policy and Place Services Revenue						
Revenue	(7,440)	(7,440)	(8,364)	(924)	12%	
<b>Policy and Place Services Revenue Total</b>	<b>(7,440)</b>	<b>(7,440)</b>	<b>(8,364)</b>	<b>(924)</b>	<b>12%</b>	
 Policy and Place Serv Expenditure						
Employee Costs	896,520	896,520	898,103	1,583	0%	
Other Employee Costs	15,260	15,260	12,351	(2,909)	-19%	
Other Expenses	457,020	457,020	303,556	(153,465)	-34%	Timing variance on strategic planning program and donations.
<b>Policy and Place Serv Expenditure Total</b>	<b>1,368,800</b>	<b>1,368,800</b>	<b>1,214,009</b>	<b>(154,791)</b>	<b>-11%</b>	
 Policy and Place Services Indirect Cost						
Allocations	375,957	375,957	361,066	(14,891)	-4%	
<b>Policy and Place Services Indirect Cost Total</b>	<b>375,957</b>	<b>375,957</b>	<b>361,066</b>	<b>(14,891)</b>	<b>-4%</b>	
<b><u>Policy and Place Services Total</u></b>	<b><u>1,737,317</u></b>	<b><u>1,737,317</u></b>	<b><u>1,566,711</u></b>	<b><u>(170,607)</u></b>	<b><u>-10%</u></b>	

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<b><u>Building Control</u></b>						
Building Control Revenue						
Revenue	(240,291)	(240,291)	(249,380)	(9,089)	4%	
<b>Building Control Revenue Total</b>	<b>(240,291)</b>	<b>(240,291)</b>	<b>(249,380)</b>	<b>(9,089)</b>	<b>4%</b>	
Building Control Expenditure						
Employee Costs	391,530	391,530	334,929	(56,601)	-14%	Salary savings are expected.
Other Employee Costs	10,590	10,590	17,656	7,066	67%	
Other Expenses	26,500	26,500	15,746	(10,754)	-41%	Made up of various favourable variances that are not individually material.
<b>Building Control Expenditure Total</b>	<b>428,620</b>	<b>428,620</b>	<b>368,332</b>	<b>(60,288)</b>	<b>-14%</b>	
Building Control Indirect Costs						
Allocations	310,570	310,570	296,811	(13,759)	-4%	
<b>Building Control Indirect Costs Total</b>	<b>310,570</b>	<b>310,570</b>	<b>296,811</b>	<b>(13,759)</b>	<b>-4%</b>	
<b>Building Control Total</b>	<b>498,899</b>	<b>498,899</b>	<b>415,763</b>	<b>(83,136)</b>	<b>-17%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Director Engineering Expenditure</u></b>						
Director Engineering Expenditure						
Employee Costs	378,680	378,680	305,655	(73,025)	-19%	Salary savings are expected.
Other Employee Costs	12,120	12,120	16,295	4,175	34%	
Other Expenses	62,600	62,600	52,397	(10,203)	-16%	Made up of various favourable variances that are not individually material.
<b>Director Engineering Expenditure Total</b>	<b>453,400</b>	<b>453,400</b>	<b>374,348</b>	<b>(79,052)</b>	<b>-17%</b>	
Director Engineering Indirect Costs						
Allocations	(453,400)	(453,400)	(374,348)	79,052	-17%	
<b>Director Engineering Indirect Costs Total</b>	<b>(453,400)</b>	<b>(453,400)</b>	<b>(374,348)</b>	<b>79,052</b>	<b>-17%</b>	
<b>Director Engineering Expenditure Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Engineering Design Services</u></b>						
Engineering Design Services Revenue						
Revenue	(6,050)	(6,050)	(6,239)	(189)	3%	
<b>Engineering Design Services Revenue Total</b>	<b>(6,050)</b>	<b>(6,050)</b>	<b>(6,239)</b>	<b>(189)</b>	<b>3%</b>	
Engineering Design Services Expenditure						
Employee Costs	495,550	495,550	510,558	15,008	3%	
Other Employee Costs	31,100	31,100	48,939	17,839	57%	\$21k spent on agency labour to back fill a position and other favourable variances that are not individually material.
Other Expenses	248,750	248,750	206,282	(42,468)	-17%	Timing variance on asset management data collection fees \$12k and consultants \$22k.
<b>Engineering Design Services Expenditure Total</b>	<b>775,400</b>	<b>775,400</b>	<b>765,778</b>	<b>(9,622)</b>	<b>-1%</b>	
Engineering Design Services Indirect Costs						
Allocations	389,774	389,774	340,654	(49,120)	-13%	
<b>Engineering Design Services Indirect Costs Total</b>	<b>389,774</b>	<b>389,774</b>	<b>340,654</b>	<b>(49,120)</b>	<b>-13%</b>	
<b>Engineering Design Services Total</b>	<b>1,159,124</b>	<b>1,159,124</b>	<b>1,100,194</b>	<b>(58,930)</b>	<b>-5%</b>	



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<b><u>Bike Station Expenditure</u></b>						
Bike Station Expenditure						
Other Expenses	8,000	8,000	6,996	(1,004)	-13%	
<b>Bike Station Expenditure Total</b>	<b>8,000</b>	<b>8,000</b>	<b>6,996</b>	<b>(1,004)</b>	<b>-13%</b>	
<b>Bike Station Expenditure Total</b>	<b>8,000</b>	<b>8,000</b>	<b>6,996</b>	<b>(1,004)</b>	<b>-13%</b>	
<b><u>Street Lighting</u></b>						
Street Lighting Revenue						
Revenue	(23,000)	(23,000)	(24,607)	(1,607)	7%	
<b>Street Lighting Revenue Total</b>	<b>(23,000)</b>	<b>(23,000)</b>	<b>(24,607)</b>	<b>(1,607)</b>	<b>7%</b>	
Street Lighting Expenditure						
Other Expenses	840,000	840,000	623,827	(216,173)	-26%	\$193k timing variance on electricity bills and \$22k underspend on contractors.
<b>Street Lighting Expenditure Total</b>	<b>840,000</b>	<b>840,000</b>	<b>623,827</b>	<b>(216,173)</b>	<b>-26%</b>	
<b>Street Lighting Total</b>	<b>817,000</b>	<b>817,000</b>	<b>599,220</b>	<b>(217,780)</b>	<b>-27%</b>	
<b><u>Underground Power Project</u></b>						
Underground Power Project Revenue						
Revenue	0	0	(304)	(304)		
<b>Underground Power Project Revenue Total</b>	<b>0</b>	<b>0</b>	<b>(304)</b>	<b>(304)</b>		
<b>Underground Power Project Total</b>	<b>0</b>	<b>0</b>	<b>(304)</b>	<b>(304)</b>		

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<b><u>Bus Shelter</u></b>						
Bus Shelter Revenue						
Revenue	(59,000)	(59,000)	(44,309)	14,691	-25%	Unfavourable variance as revenue lower than budget estimates.
<b>Bus Shelter Revenue Total</b>	<b>(59,000)</b>	<b>(59,000)</b>	<b>(44,309)</b>	<b>14,691</b>	<b>-25%</b>	
Bus Shelter Expenditure						
Other Expenses	100,659	100,659	96,881	(3,778)	-4%	
<b>Bus Shelter Expenditure Total</b>	<b>100,659</b>	<b>100,659</b>	<b>96,881</b>	<b>(3,778)</b>	<b>-4%</b>	
<b>Bus Shelter Total</b>	<b>41,659</b>	<b>41,659</b>	<b>52,572</b>	<b>10,913</b>	<b>26%</b>	
<b><u>Parking and Street Name Signs Expenditure</u></b>						
Parking and Street Name Signs Expenditure						
Other Expenses	86,000	86,000	83,071	(2,929)	-3%	
<b>Parking and Street Name Signs Expenditure Total</b>	<b>86,000</b>	<b>86,000</b>	<b>83,071</b>	<b>(2,929)</b>	<b>-3%</b>	
<b>Parking and Street Name Signs Expenditure Total</b>	<b>86,000</b>	<b>86,000</b>	<b>83,071</b>	<b>(2,929)</b>	<b>-3%</b>	
<b><u>Crossovers</u></b>						
Crossovers Expenditure						
Other Expenses	15,000	15,000	9,670	(5,330)	-36%	
<b>Crossovers Expenditure Total</b>	<b>15,000</b>	<b>15,000</b>	<b>9,670</b>	<b>(5,330)</b>	<b>-36%</b>	
<b>Crossovers Total</b>	<b>15,000</b>	<b>15,000</b>	<b>9,670</b>	<b>(5,330)</b>	<b>-36%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Roads Linemarking Expenditure</u>						
Roads Linemarking Expenditure						
Other Expenses	65,000	65,000	67,261	2,261	3%	
Roads Linemarking Expenditure Total	65,000	65,000	67,261	2,261	3%	
<b>Roads Linemarking Expenditure Total</b>	<b>65,000</b>	<b>65,000</b>	<b>67,261</b>	<b>2,261</b>	<b>3%</b>	
<u>Tree Lighting Leederville Expenditure</u>						
Tree Lighting Leederville Expenditure						
Other Expenses	50,000	50,000	47,068	(2,932)	-6%	
Tree Lighting Leederville Expenditure Total	50,000	50,000	47,068	(2,932)	-6%	
<b>Tree Lighting Leederville Expenditure Total</b>	<b>50,000</b>	<b>50,000</b>	<b>47,068</b>	<b>(2,932)</b>	<b>-6%</b>	
<u>Parklets Expenditure</u>						
Parklets Expenditure						
Other Expenses	4,000	4,000	2,308	(1,692)	-42%	
Parklets Expenditure Total	4,000	4,000	2,308	(1,692)	-42%	
<b>Parklets Expenditure Total</b>	<b>4,000</b>	<b>4,000</b>	<b>2,308</b>	<b>(1,692)</b>	<b>-42%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Environmental Services</u></b>						
Environmental Services Revenue						
Revenue	(24,500)	(24,500)	(29,843)	(5,343)	22%	
<b>Environmental Services Revenue Total</b>	<b>(24,500)</b>	<b>(24,500)</b>	<b>(29,843)</b>	<b>(5,343)</b>	<b>22%</b>	
Environmental Services Expenditure						
Employee Costs	87,200	87,200	89,793	2,593	3%	
Other Employee Costs	0	0	86	86		
Other Expenses	224,940	224,940	227,756	2,816	1%	
<b>Environmental Services Expenditure Total</b>	<b>312,140</b>	<b>312,140</b>	<b>317,635</b>	<b>5,495</b>	<b>2%</b>	
Environmental Services Indirect Costs						
Allocations	54,936	54,936	47,756	(7,180)	-13%	
<b>Environmental Services Indirect Costs Total</b>	<b>54,936</b>	<b>54,936</b>	<b>47,756</b>	<b>(7,180)</b>	<b>-13%</b>	
<b>Environmental Services Total</b>	<b>342,576</b>	<b>342,576</b>	<b>335,547</b>	<b>(7,029)</b>	<b>-2%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Property Management Administration</u></b>						
Property Management Administration Revenue						
Revenue	(2,810)	(2,810)	(5,429)	(2,619)	93%	
<b>Property Management Administration Revenue Total</b>	<b>(2,810)</b>	<b>(2,810)</b>	<b>(5,429)</b>	<b>(2,619)</b>	<b>93%</b>	
Property Management Administration Expenditure						
Employee Costs	319,640	319,640	312,739	(6,901)	-2%	
Other Employee Costs	4,060	4,060	3,722	(338)	-8%	
Other Expenses	42,930	42,930	43,027	97	0%	
<b>Property Management Administration Expenditure Total</b>	<b>366,630</b>	<b>366,630</b>	<b>359,487</b>	<b>(7,143)</b>	<b>-2%</b>	
Property Management Administration Indirect Costs						
Allocations	216,701	216,701	188,444	(28,257)	-13%	
<b>Property Management Administration Indirect Costs Total</b>	<b>216,701</b>	<b>216,701</b>	<b>188,444</b>	<b>(28,257)</b>	<b>-13%</b>	
<b>Property Management Administration Total</b>	<b>580,521</b>	<b>580,521</b>	<b>542,502</b>	<b>(38,019)</b>	<b>-7%</b>	
<b><u>Civic Centre Building</u></b>						
Civic Centre Building Expenditure						
Building Maintenance	247,485	247,485	303,627	56,142	23%	Major variance is associated with timing of building maintenance required at the Civic Centre.
Ground Maintenance	73,000	73,000	65,045	(7,955)	-11%	
Other Expenses	721,072	721,072	678,456	(42,616)	-6%	
<b>Civic Centre Building Expenditure Total</b>	<b>1,041,557</b>	<b>1,041,557</b>	<b>1,047,128</b>	<b>5,571</b>	<b>1%</b>	
Civic Centre Building Indirect Costs						
Allocations	(1,041,557)	(1,041,557)	(1,047,128)	(5,571)	1%	
<b>Civic Centre Building Indirect Costs Total</b>	<b>(1,041,557)</b>	<b>(1,041,557)</b>	<b>(1,047,128)</b>	<b>(5,571)</b>	<b>1%</b>	
<b>Civic Centre Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>		

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Child Care Centres and Play Groups</u></b>						
Child Care Centres and Play Groups Revenue						
Revenue	(21,580)	(21,580)	(11,232)	10,348	-48%	Timing variance on recoup of maintenance cost.
<b>Child Care Centres and Play Groups Revenue Total</b>	<b>(21,580)</b>	<b>(21,580)</b>	<b>(11,232)</b>	<b>10,348</b>	<b>-48%</b>	
Child Care Centres and Play Groups Expenditure						
Building Maintenance	10,250	10,250	6,108	(4,142)	-40%	
Ground Maintenance	0	0	286	286		
Other Expenses	44,899	44,899	44,077	(822)	-2%	
<b>Child Care Centres and Play Groups Expenditure Total</b>	<b>55,149</b>	<b>55,149</b>	<b>50,471</b>	<b>(4,678)</b>	<b>-8%</b>	
Child Care Centres and Play Groups Indirect Costs						
Allocations	2,920	2,920	2,627	(293)	-10%	
<b>Child Care Centres and Play Groups Indirect Costs Total</b>	<b>2,920</b>	<b>2,920</b>	<b>2,627</b>	<b>(293)</b>	<b>-10%</b>	
<b>Child Care Centres and Play Groups Total</b>	<b>36,489</b>	<b>36,489</b>	<b>41,866</b>	<b>5,377</b>	<b>15%</b>	



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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Pre Schools and Kindergartens</u></b>						
Pre Schools and Kindergartens Revenue						
Revenue	(53,765)	(53,765)	(50,352)	3,413	-6%	
<b>Pre Schools and Kindergartens Revenue Total</b>	<b>(53,765)</b>	<b>(53,765)</b>	<b>(50,352)</b>	<b>3,413</b>	<b>-6%</b>	
 Pre Schools and Kindergartens Expenditure						
Building Maintenance	11,275	11,275	10,938	(337)	-3%	
Ground Maintenance	400	400	528	128	32%	
Other Expenses	50,945	50,945	51,823	878	2%	
<b>Pre Schools and Kindergartens Expenditure Total</b>	<b>62,620</b>	<b>62,620</b>	<b>63,289</b>	<b>669</b>	<b>1%</b>	
 Pre Schools and Kindergartens Indirect Costs						
Allocations	2,080	2,080	1,869	(211)	-10%	
<b>Pre Schools and Kindergartens Indirect Costs Total</b>	<b>2,080</b>	<b>2,080</b>	<b>1,869</b>	<b>(211)</b>	<b>-10%</b>	
<b><u>Pre Schools and Kindergartens Total</u></b>	<b>10,935</b>	<b>10,935</b>	<b>14,806</b>	<b>3,871</b>	<b>35%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Community and Welfare Centres</u></b>						
Community and Welfare Centres Revenue						
Revenue	(87,670)	(87,670)	(83,918)	3,752	-4%	
<b>Community and Welfare Centres Revenue Total</b>	<b>(87,670)</b>	<b>(87,670)</b>	<b>(83,918)</b>	<b>3,752</b>	<b>-4%</b>	
Community and Welfare Centres Expenditure						
Building Maintenance	48,450	48,450	36,526	(11,924)	-25%	Timing variance on contractor invoices.
Ground Maintenance	5,500	5,500	3,425	(2,075)	-38%	
Other Expenses	215,814	215,814	215,284	(530)	0%	
<b>Community and Welfare Centres Expenditure Total</b>	<b>269,764</b>	<b>269,764</b>	<b>255,235</b>	<b>(14,529)</b>	<b>-5%</b>	
Community and Welfare Centres Indirect Costs						
Allocations	8,120	8,120	7,311	(809)	-10%	
<b>Community and Welfare Centres Indirect Costs Total</b>	<b>8,120</b>	<b>8,120</b>	<b>7,311</b>	<b>(809)</b>	<b>-10%</b>	
<b>Community and Welfare Centres Total</b>	<b>190,214</b>	<b>190,214</b>	<b>178,628</b>	<b>(11,586)</b>	<b>-6%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Department of Sports and Recreation Building</u></b>						
Dept of Sports and Recreation Building Revenue						
Revenue	(759,570)	(759,570)	(780,150)	(20,580)	3%	
<b>Dept of Sports and Recreation Building Revenue Total</b>	<b>(759,570)</b>	<b>(759,570)</b>	<b>(780,150)</b>	<b>(20,580)</b>	<b>3%</b>	
Dept of Sports and Recreation Building Expenditure						
Building Maintenance	141,620	141,620	138,695	(2,925)	-2%	
Ground Maintenance	9,900	9,900	9,089	(811)	-8%	
Other Expenses	671,937	671,937	634,554	(37,383)	-6%	
<b>Dept of Sports and Recreation Building Expenditure Total</b>	<b>823,457</b>	<b>823,457</b>	<b>782,338</b>	<b>(41,119)</b>	<b>-5%</b>	
Dept of Sports and Recreation Building Indirect Costs						
Allocations	14,170	14,170	12,757	(1,413)	-10%	
<b>Dept of Sports and Recreation Building Indirect Costs Total</b>	<b>14,170</b>	<b>14,170</b>	<b>12,757</b>	<b>(1,413)</b>	<b>-10%</b>	
<b>Department of Sports and Recreation Building Total</b>	<b>78,057</b>	<b>78,057</b>	<b>14,945</b>	<b>(63,112)</b>	<b>-81%</b>	
<b><u>nib Stadium</u></b>						
nib Stadium Revenue						
Revenue	(27,050)	(27,050)	(27,111)	(61)	0%	
<b>nib Stadium Revenue Total</b>	<b>(27,050)</b>	<b>(27,050)</b>	<b>(27,111)</b>	<b>(61)</b>	<b>0%</b>	
nib Stadium Expenditure						
Other Expenses	17,800	17,800	17,800	0	0%	
<b>nib Stadium Expenditure Total</b>	<b>17,800</b>	<b>17,800</b>	<b>17,800</b>	<b>0</b>	<b>0%</b>	
<b>nib Stadium Total</b>	<b>(9,250)</b>	<b>(9,250)</b>	<b>(9,310)</b>	<b>(60)</b>	<b>1%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Leederville Oval</b>						
Leederville Oval Revenue						
Revenue	(213,010)	(213,010)	(190,692)	22,318	-10%	Major variance relates to the annual reconciliation of variable outgoings for the previous financial year. Council has approved some write offs and waivers, yet to be processed.
<b>Leederville Oval Revenue Total</b>	<b>(213,010)</b>	<b>(213,010)</b>	<b>(190,692)</b>	<b>22,318</b>	<b>-10%</b>	
Leederville Oval Expenditure						
Building Maintenance	45,700	45,700	42,892	(2,808)	-6%	
Ground Maintenance	100,000	100,000	115,463	15,463	15%	Made up of various unfavourable variances that are not individually material.
Other Expenses	461,742	461,742	441,146	(20,596)	-4%	
<b>Leederville Oval Expenditure Total</b>	<b>607,442</b>	<b>607,442</b>	<b>599,500</b>	<b>(7,942)</b>	<b>-1%</b>	
Leederville Oval Indirect Costs						
Allocations	10,340	10,340	9,303	(1,037)	-10%	
<b>Leederville Oval Indirect Costs Total</b>	<b>10,340</b>	<b>10,340</b>	<b>9,303</b>	<b>(1,037)</b>	<b>-10%</b>	
<b>Leederville Oval Total</b>	<b>404,772</b>	<b>404,772</b>	<b>418,112</b>	<b>13,340</b>	<b>3%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Loftus Centre</b>						
Loftus Centre Revenue						
Revenue	(696,280)	(696,280)	(626,516)	69,764	-10%	Timing variance on variable outgoing recoups.
<b>Loftus Centre Revenue Total</b>	<b>(696,280)</b>	<b>(696,280)</b>	<b>(626,516)</b>	<b>69,764</b>	<b>-10%</b>	
Loftus Centre Expenditure						
Building Maintenance	105,600	105,600	128,219	22,619	21%	Unfavourable variance relates to additional labour costs associated with building maintenance.
Ground Maintenance	21,700	21,700	52,475	30,775	142%	Unfavourable variance relates to additional labour costs associated with grounds maintenance.
Other Expenses	935,918	935,918	889,936	(45,982)	-5%	
<b>Loftus Centre Expenditure Total</b>	<b>1,063,218</b>	<b>1,063,218</b>	<b>1,070,629</b>	<b>7,411</b>	<b>1%</b>	
Loftus Centre Indirect Costs						
Allocations	22,980	22,980	20,690	(2,290)	-10%	
<b>Loftus Centre Indirect Costs Total</b>	<b>22,980</b>	<b>22,980</b>	<b>20,690</b>	<b>(2,290)</b>	<b>-10%</b>	
<b>Loftus Centre Total</b>	<b>389,918</b>	<b>389,918</b>	<b>464,803</b>	<b>74,885</b>	<b>19%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b>Public Halls</b>						
Public Halls Revenue						
Revenue	(168,750)	(168,750)	(186,242)	(17,492)	10%	Favourable variance due to higher demand.
<b>Public Halls Revenue Total</b>	<b>(168,750)</b>	<b>(168,750)</b>	<b>(186,242)</b>	<b>(17,492)</b>	<b>10%</b>	
Public Halls Expenditure						
Building Maintenance	174,227	174,227	156,499	(17,728)	-10%	\$10k favourable variance in building depreciation due to componentisation.
Ground Maintenance	4,000	4,000	4,053	53	1%	
Other Expenses	236,111	236,111	218,020	(18,091)	-8%	
<b>Public Halls Expenditure Total</b>	<b>414,338</b>	<b>414,338</b>	<b>378,572</b>	<b>(35,766)</b>	<b>-9%</b>	
Public Halls Indirect Costs						
Allocations	8,120	8,120	7,304	(816)	-10%	
<b>Public Halls Indirect Costs Total</b>	<b>8,120</b>	<b>8,120</b>	<b>7,304</b>	<b>(816)</b>	<b>-10%</b>	
<b>Public Halls Total</b>	<b>253,708</b>	<b>253,708</b>	<b>199,634</b>	<b>(54,074)</b>	<b>-21%</b>	



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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Reserves Pavilions and Facilities</u></b>						
Reserves Pavilions and Facilities Revenue						
Revenue	(71,810)	(71,810)	(69,584)	2,227	-3%	
<b>Reserves Pavilions and Facilities Revenue Total</b>	<b>(71,810)</b>	<b>(71,810)</b>	<b>(69,584)</b>	<b>2,227</b>	<b>-3%</b>	
Reserves Pavilions and Facilities Expenditure						
Building Maintenance	452,686	452,686	434,953	(17,733)	-4%	
Ground Maintenance	7,500	7,500	7,392	(108)	-1%	
Other Expenses	310,798	310,798	296,642	(14,156)	-5%	
<b>Reserves Pavilions and Facilities Expenditure Total</b>	<b>770,984</b>	<b>770,984</b>	<b>738,987</b>	<b>(31,997)</b>	<b>-4%</b>	
Reserves Pavilions and Facilities Indirect Costs						
Allocations	8,270	8,270	7,456	(814)	-10%	
<b>Reserves Pavilions and Facilities Indirect Costs Total</b>	<b>8,270</b>	<b>8,270</b>	<b>7,456</b>	<b>(814)</b>	<b>-10%</b>	
<b>Reserves Pavilions and Facilities Total</b>	<b>707,444</b>	<b>707,444</b>	<b>676,860</b>	<b>(30,584)</b>	<b>-4%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Sporting Clubs Buildings</u></b>						
Sporting Clubs Buildings Revenue						
Revenue	(139,610)	(139,610)	(133,972)	5,638	-4%	
<b>Sporting Clubs Buildings Revenue Total</b>	<b>(139,610)</b>	<b>(139,610)</b>	<b>(133,972)</b>	<b>5,638</b>	<b>-4%</b>	
Sporting Clubs Buildings Expenditure						
Building Maintenance	67,455	67,455	53,082	(14,373)	-21%	\$10k favourable variance in building depreciation due to componentisation.
Ground Maintenance	14,500	14,500	7,777	(6,723)	-46%	
Other Expenses	712,020	712,020	720,644	8,624	1%	
<b>Sporting Clubs Buildings Expenditure Total</b>	<b>793,975</b>	<b>793,975</b>	<b>781,503</b>	<b>(12,472)</b>	<b>-2%</b>	
Sporting Clubs Buildings Indirect Costs						
Allocations	25,020	25,020	22,511	(2,509)	-10%	
<b>Sporting Clubs Buildings Indirect Costs Total</b>	<b>25,020</b>	<b>25,020</b>	<b>22,511</b>	<b>(2,509)</b>	<b>-10%</b>	
<b>Sporting Clubs Buildings Total</b>	<b>679,385</b>	<b>679,385</b>	<b>670,042</b>	<b>(9,343)</b>	<b>-1%</b>	

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	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves Administration</u></b>						
Parks and Reserves Administration Revenue						
Revenue	(4,870)	(4,870)	(3,501)	1,369	-28%	
<b>Parks and Reserves Administration Revenue Total</b>	<b>(4,870)</b>	<b>(4,870)</b>	<b>(3,501)</b>	<b>1,369</b>	<b>-28%</b>	
 Parks and Reserves Administration Expenditure						
Employee Costs	1,110,330	1,110,330	1,104,226	(6,104)	-1%	
Other Employee Costs	34,850	34,850	43,366	8,516	24%	
Other Expenses	173,671	173,671	167,192	(6,479)	-4%	
<b>Parks and Reserves Administration Expenditure Total</b>	<b>1,318,851</b>	<b>1,318,851</b>	<b>1,314,784</b>	<b>(4,067)</b>	<b>0%</b>	
 Parks and Reserves Administration Indirect Costs						
Allocations	815,608	815,608	738,855	(76,753)	-9%	
On Costs Recovery	(1,440,000)	(1,440,000)	(1,485,546)	(45,546)	3%	
<b>Parks and Reserves Administration Indirect Costs Total</b>	<b>(624,392)</b>	<b>(624,392)</b>	<b>(746,691)</b>	<b>(122,299)</b>	<b>20%</b>	
<b>Parks and Reserves Administration Total</b>	<b>689,589</b>	<b>689,589</b>	<b>564,591</b>	<b>(124,998)</b>	<b>-18%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Parks and Reserves</u></b>						
Parks and Reserves Revenue						
Revenue	(68,650)	(68,650)	(54,126)	14,524	-21%	Reserve and Ground Hire revenue lower than anticipated.
<b>Parks and Reserves Revenue Total</b>	<b>(68,650)</b>	<b>(68,650)</b>	<b>(54,126)</b>	<b>14,524</b>	<b>-21%</b>	
Parks and Reserves Expenditure						
Ground Maintenance	2,150,595	2,150,595	2,025,960	(124,635)	-6%	
Other Expenses	811,330	811,330	810,167	(1,163)	0%	
<b>Parks and Reserves Expenditure Total</b>	<b>2,961,925</b>	<b>2,961,925</b>	<b>2,836,126</b>	<b>(125,799)</b>	<b>-4%</b>	
Parks and Reserves Indirect Costs						
Allocations	370	370	336	(34)	-9%	
<b>Parks and Reserves Indirect Costs Total</b>	<b>370</b>	<b>370</b>	<b>336</b>	<b>(34)</b>	<b>-9%</b>	
<b>Parks and Reserves Total</b>	<b>2,893,645</b>	<b>2,893,645</b>	<b>2,782,336</b>	<b>(111,309)</b>	<b>-4%</b>	
<b><u>Sporting Grounds</u></b>						
Sporting Grounds Revenue						
Revenue	(78,000)	(78,000)	(55,347)	22,653	-29%	Ground Hire revenue lower than anticipated.
<b>Sporting Grounds Revenue Total</b>	<b>(78,000)</b>	<b>(78,000)</b>	<b>(55,347)</b>	<b>22,653</b>	<b>-29%</b>	
Sporting Grounds Expenditure						
Ground Maintenance	1,169,550	1,169,550	1,167,004	(2,546)	0%	
Other Expenses	544,254	544,254	536,346	(7,908)	-1%	
<b>Sporting Grounds Expenditure Total</b>	<b>1,713,804</b>	<b>1,713,804</b>	<b>1,703,351</b>	<b>(10,453)</b>	<b>-1%</b>	
<b>Sporting Grounds Total</b>	<b>1,635,804</b>	<b>1,635,804</b>	<b>1,648,004</b>	<b>12,200</b>	<b>1%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Road Reserves Expenditure</u></b>						
Road Reserves Expenditure						
Ground Maintenance	394,250	394,250	343,101	(51,149)	-13%	Timing variance on labour costs.
Other Expenses	16,190	16,190	14,000	(2,190)	-14%	
<b>Road Reserves Expenditure Total</b>	<b>410,440</b>	<b>410,440</b>	<b>357,101</b>	<b>(53,339)</b>	<b>-13%</b>	
<b>Road Reserves Expenditure Total</b>	<b>410,440</b>	<b>410,440</b>	<b>357,101</b>	<b>(53,339)</b>	<b>-13%</b>	
<b><u>Parks Other</u></b>						
Parks Other Revenue						
Revenue	(2,000)	(2,000)	(444)	1,556	-78%	
<b>Parks Other Revenue Total</b>	<b>(2,000)</b>	<b>(2,000)</b>	<b>(444)</b>	<b>1,556</b>	<b>-78%</b>	
Parks Other Expenditure						
Other Expenses	2,061,910	2,061,910	2,010,457	(51,453)	-2%	
Money/Monger Street Trees Surgery	22,000	22,000	21,618	(382)	-2%	
<b>Parks Other Expenditure Total</b>	<b>2,083,910</b>	<b>2,083,910</b>	<b>2,032,075</b>	<b>(51,835)</b>	<b>-2%</b>	
<b>Parks Other Total</b>	<b>2,081,910</b>	<b>2,081,910</b>	<b>2,031,631</b>	<b>(50,279)</b>	<b>-2%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Processable Waste Collection</u></b>						
Processable Waste Collection Revenue						
Revenue	(329,410)	(329,410)	(310,517)	18,893	-6%	
<b>Processable Waste Collection Revenue Total</b>	<b>(329,410)</b>	<b>(329,410)</b>	<b>(310,517)</b>	<b>18,893</b>	<b>-6%</b>	
Processable Waste Collection Expenditure						
Employee Costs	564,130	564,130	567,349	3,219	1%	
Other Employee Costs	5,000	5,000	0	(5,000)	-100%	
Other Expenses	3,818,955	3,818,955	3,601,644	(217,311)	-6%	
<b>Processable Waste Collection Expenditure Total</b>	<b>4,388,085</b>	<b>4,388,085</b>	<b>4,168,993</b>	<b>(219,092)</b>	<b>-5%</b>	
Processable Waste Collection Indirect Costs						
Allocations	368,827	368,827	326,027	(42,800)	-12%	
On Costs Recovery	(530,000)	(530,000)	(565,372)	(35,372)	7%	
<b>Processable Waste Collection Indirect Costs Total</b>	<b>(161,173)</b>	<b>(161,173)</b>	<b>(239,345)</b>	<b>(78,172)</b>	<b>49%</b>	
<b>Processable Waste Collection Total</b>	<b>3,897,502</b>	<b>3,897,502</b>	<b>3,619,131</b>	<b>(278,371)</b>	<b>-7%</b>	
<b><u>Other Waste Services</u></b>						
Other Waste Services Revenue						
Revenue	(1,200)	(1,200)	(5,263)	(4,063)	339%	
<b>Other Waste Services Revenue Total</b>	<b>(1,200)</b>	<b>(1,200)</b>	<b>(5,263)</b>	<b>(4,063)</b>	<b>339%</b>	
Other Waste Services Expenditure						
Other Expenses	673,750	673,750	571,520	(102,230)	-15%	Timing variance on waste collection expenses and waste management programs.
<b>Other Waste Services Expenditure Total</b>	<b>673,750</b>	<b>673,750</b>	<b>571,520</b>	<b>(102,230)</b>	<b>-15%</b>	
<b>Other Waste Services Total</b>	<b>672,550</b>	<b>672,550</b>	<b>566,256</b>	<b>(106,294)</b>	<b>-16%</b>	



CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Recycling Expenditure</u></b>						
Recycling Expenditure						
Other Expenses	1,097,000	1,097,000	965,235	(131,765)	-12%	Timing variance on recycling collection costs.
<b>Recycling Expenditure Total</b>	<b>1,097,000</b>	<b>1,097,000</b>	<b>965,235</b>	<b>(131,765)</b>	<b>-12%</b>	
<b>Recycling Expenditure Total</b>	<b>1,097,000</b>	<b>1,097,000</b>	<b>965,235</b>	<b>(131,765)</b>	<b>-12%</b>	
<b><u>Public Works Overhead</u></b>						
Public Works Overhead Revenue						
Revenue	(49,110)	(49,110)	(56,061)	(6,951)	14%	
<b>Public Works Overhead Revenue Total</b>	<b>(49,110)</b>	<b>(49,110)</b>	<b>(56,061)</b>	<b>(6,951)</b>	<b>14%</b>	
Public Works Overhead Expenditure						
Employee Costs	503,800	503,800	390,065	(113,735)	-23%	Variance due to a position being vacant.
Other Employee Costs	20,000	20,000	18,569	(1,431)	-7%	
Other Expenses	27,705	27,705	19,818	(7,887)	-28%	
<b>Public Works Overhead Expenditure Total</b>	<b>551,505</b>	<b>551,505</b>	<b>428,453</b>	<b>(123,052)</b>	<b>-22%</b>	
Public Works Overhead Indirect Costs						
Allocations	628,108	628,108	584,942	(43,166)	-7%	
On Costs Recovery	(553,000)	(553,000)	(540,650)	12,350	-2%	
<b>Public Works Overhead Indirect Costs Total</b>	<b>75,108</b>	<b>75,108</b>	<b>44,293</b>	<b>(30,815)</b>	<b>-41%</b>	
<b>Public Works Overhead Total</b>	<b>577,503</b>	<b>577,503</b>	<b>416,685</b>	<b>(160,818)</b>	<b>-28%</b>	

CITY OF VINCENT  
NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
BY SERVICE AREAS  
AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Plant Operating</u></b>						
Plant Operating Expenditure						
Other Expenses	1,657,495	1,657,495	1,738,066	80,571	5%	
<b>Plant Operating Expenditure Total</b>	<b>1,657,495</b>	<b>1,657,495</b>	<b>1,738,066</b>	<b>80,571</b>	<b>5%</b>	
Plant Operating Indirect Costs						
Allocations	(1,837,620)	(1,837,620)	(1,546,802)	290,818	-16%	
<b>Plant Operating Indirect Costs Total</b>	<b>(1,837,620)</b>	<b>(1,837,620)</b>	<b>(1,546,802)</b>	<b>290,818</b>	<b>-16%</b>	
<b>Plant Operating Total</b>	<b>(180,125)</b>	<b>(180,125)</b>	<b>191,264</b>	<b>371,389</b>	<b>-206%</b>	
<b><u>Recoverable Works</u></b>						
Recoverable Works Revenue						
Revenue	(100,000)	(100,000)	(47,174)	52,826	-53%	Timing variance of recoverable works reimbursement.
<b>Recoverable Works Revenue Total</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(47,174)</b>	<b>52,826</b>	<b>-53%</b>	
Recoverable Works Expenditure						
Other Expenses	100,000	100,000	76,937	(23,063)	-23%	Recoverable works lower than budget estimate.
<b>Recoverable Works Expenditure Total</b>	<b>100,000</b>	<b>100,000</b>	<b>76,937</b>	<b>(23,063)</b>	<b>-23%</b>	
<b>Recoverable Works Total</b>	<b>0</b>	<b>0</b>	<b>29,763</b>	<b>29,763</b>		
<b><u>Drainage Expenditure</u></b>						
Drainage Expenditure						
Other Expenses	297,022	297,022	301,123	4,101	1%	
<b>Drainage Expenditure Total</b>	<b>297,022</b>	<b>297,022</b>	<b>301,123</b>	<b>4,101</b>	<b>1%</b>	
<b>Drainage Expenditure Total</b>	<b>297,022</b>	<b>297,022</b>	<b>301,123</b>	<b>4,101</b>	<b>1%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Footpaths/Cycleways Expenditure</u>						
Footpaths/Cycleways Expenditure						
Other Expenses	845,014	845,014	863,071	18,057	2%	
Footpaths/Cycleways Expenditure Total	845,014	845,014	863,071	18,057	2%	
<b>Footpaths/Cycleways Expenditure Total</b>	<b>845,014</b>	<b>845,014</b>	<b>863,071</b>	<b>18,057</b>	<b>2%</b>	
<u>Rights of Way Expenditure</u>						
Rights of Way Expenditure						
Other Expenses	202,660	202,660	191,145	(11,515)	-6%	
Rights of Way Expenditure Total	202,660	202,660	191,145	(11,515)	-6%	
<b>Rights of Way Expenditure Total</b>	<b>202,660</b>	<b>202,660</b>	<b>191,145</b>	<b>(11,515)</b>	<b>-6%</b>	
<u>Roads Expenditure</u>						
Roads Expenditure						
Other Expenses	2,071,009	2,071,009	2,070,081	(928)	0%	
Roads Expenditure Total	2,071,009	2,071,009	2,070,081	(928)	0%	
<b>Roads Expenditure Total</b>	<b>2,071,009</b>	<b>2,071,009</b>	<b>2,070,081</b>	<b>(928)</b>	<b>0%</b>	
<u>Street Cleaning Expenditure</u>						
Street Cleaning Expenditure						
Other Expenses	719,000	719,000	707,368	(11,632)	-2%	
Street Cleaning Expenditure Total	719,000	719,000	707,368	(11,632)	-2%	
<b>Street Cleaning Expenditure Total</b>	<b>719,000</b>	<b>719,000</b>	<b>707,368</b>	<b>(11,632)</b>	<b>-2%</b>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<u>Traffic Control for Roadworks Expenditure</u>						
Traffic Control for Roadworks Expenditure						
Other Expenses	166,000	166,000	126,145	(39,855)	-24%	Timing variance on general maintenance contractors costs.
<b>Traffic Control for Roadworks Expenditure Total</b>	<b>166,000</b>	<b>166,000</b>	<b>126,145</b>	<b>(39,855)</b>	<b>-24%</b>	
<u>Traffic Control for Roadworks Expenditure Total</u>	<u>166,000</u>	<u>166,000</u>	<u>126,145</u>	<u>(39,855)</u>	<u>-24%</u>	
<u>Roadwork Signs and Barricades Expenditure</u>						
Roadwork Signs and Barricades Expenditure						
Other Expenses	500	500	469	(31)	-6%	
<b>Roadwork Signs and Barricades Expenditure Total</b>	<b>500</b>	<b>500</b>	<b>469</b>	<b>(31)</b>	<b>-6%</b>	
<u>Roadwork Signs and Barricades Expenditure Total</u>	<u>500</u>	<u>500</u>	<u>469</u>	<u>(31)</u>	<u>-6%</u>	
<u>Sump Expenditure</u>						
Sump Expenditure						
Other Expenses	500	500	0	(500)	-100%	
<b>Sump Expenditure Total</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>(500)</b>	<b>-100%</b>	
<u>Sump Expenditure Total</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>(500)</u>	<u>-100%</u>	

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Works Depot</u></b>						
Works Depot Expenditure						
Employee Costs	158,740	158,740	166,057	7,317	5%	
Other Employee Costs	5,330	5,330	3,672	(1,658)	-31%	
Other Expenses	4,170	4,170	7,327	3,157	76%	
<b>Works Depot Expenditure Total</b>	<b>168,240</b>	<b>168,240</b>	<b>177,056</b>	<b>8,816</b>	<b>5%</b>	
Works Depot Indirect Costs						
Allocations	(168,240)	(168,240)	(177,056)	(8,816)	5%	
<b>Works Depot Indirect Costs Total</b>	<b>(168,240)</b>	<b>(168,240)</b>	<b>(177,056)</b>	<b>(8,816)</b>	<b>5%</b>	
<b>Works Depot Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		

CITY OF VINCENT  
 NOTE 4 - SUMMARY OF INCOME AND EXPENDITURE  
 BY SERVICE AREAS  
 AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance \$	Variance %	Variance Commentary
<b><u>Depot Building</u></b>						
Depot Occupancy Costs						
Building Maintenance	92,650	92,650	119,688	27,038	29%	Negative variance due to reactive maintenance.
Ground Maintenance	0	0	3,837	3,837		
Other Expenses	242,288	242,288	238,313	(3,975)	-2%	
<b>Depot Occupancy Costs Total</b>	<b>334,938</b>	<b>334,938</b>	<b>361,837</b>	<b>26,899</b>	<b>8%</b>	
Depot Indirect Costs						
Allocations	(334,938)	(334,938)	(361,837)	(26,899)	8%	
<b>Depot Indirect Costs Total</b>	<b>(334,938)</b>	<b>(334,938)</b>	<b>(361,837)</b>	<b>(26,899)</b>	<b>8%</b>	
<b>Depot Building Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Net Operating</b>	<b>3,169,510</b>	<b>3,169,510</b>	<b>419,468</b>	<b>(2,750,042)</b>	<b>-87%</b>	



CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18  
AS AT 30 JUNE 2018



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Commentary
<b>LAND &amp; BUILDING ASSETS</b>							
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>							
Fitout and relocation	700	4,500	4,500	4,261	(239)	-5%	
Fire compliance upgrade.	100,000	55,000	55,000	44,991	(10,009)	-18%	Works completed with surplus.
Administration & Civic Centre, Workforce Accommodation Upgrade	270,000	150,000	150,000	70,087	(79,913)	-53%	Work in progress, remaining budget will be carried forward into 2018/19.
Community Partnerships - Workforce Relocation	30,000	30,000	30,000	28,954	(1,046)	-3%	
<b>BEATTY PARK LEISURE CENTRE</b>							
Beatty Park Leisure Centre - Remedial Works (OMC 27/06/2017 - Item 10.3)	398,353	398,353	398,353	272,836	(125,517)	-32%	Work in progress, remaining budget will be carried forward into 2018/19.
Changeroom Tiles replacement	120,000	100,000	100,000	30,784	(69,216)	-69%	Works completed, awaiting invoices.
<b>DEPARTMENT OF SPORTS AND RECREATION</b>							
Zip Unit Renewal	10,000	10,000	10,000	0	(10,000)	-100%	Works completed, awaiting invoices.
Carpet replacement	140,000	0	0	0	0	0%	Project cancelled.
<b>LOFTUS RECREATION CENTRE</b>							
Leveling Hardstand Escape Route for Drainage	8,000	9,500	9,500	9,422	(78)	-1%	
Refrigerated A/C Plant Renewal	100,000	100,000	100,000	84,828	(15,172)	-15%	Works completed, awaiting invoices. Estimated \$10k surplus.
Roof fall restraint system renewal	20,000	16,000	16,000	15,320	(680)	-4%	
Renewal of ceiling fabric and upgrade of lights throughout centre	250,000	250,000	250,000	182,583	(67,417)	-27%	Work partially completed, remaining budget will be carried forward into 2018/19.
Escape Gate Upgrade	12,000	9,500	9,500	9,411	(89)	-1%	
<b>LEEDERVILLE OVAL</b>							
Stadium - Electrical upgrade	70,000	70,000	70,000	0	(70,000)	-100%	Work will not commence, funds to be transferred to reserve.

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 30 JUNE 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Variance	Commentary
<b>MANDATORY BUILDING COMPLIANCE UPGRADE</b>								
Earlybird Playgroup Centre	4,137	0	0	0	0	0%		
Dorrien Gardens (Azzurri Bocce Club)	10,120	10,120	10,120	5,536	(4,584)	-45%		
<b>WORKS DEPOT</b>								
Works Depot - Roof fall restraint system renewal	12,000	9,000	9,000	8,958	(42)	0%		
Roof sheet and screw renewal	20,000	20,000	20,000	20,033	33	0%		
Workplace Accommodation Depot staff computer kiosk	5,000	1,500	1,500	1,500	0	0%		
<b>MISCELLANEOUS</b>								
Aircon re-gasification - various locations	70,000	70,000	70,000	44,750	(25,250)	-36%	Works completed.	
Anzac Cottage - Grant Interpretation	2,100	0	0	0	0	0%		
Birdwood Square Ablutions - Gas HWS Renewal	6,000	3,100	3,100	3,070	(30)	-1%		
Braithwaite Park public toilet block upgrade and refurbishment	270,000	270,000	270,000	114,049	(155,951)	-58%	Work partially completed, remaining budget will be carried forward into 2018/19.	
Charles Veryard Reserve - Clubroom upgrade	0	0	0	6,117	6,117	100%	2016/17 Project - 50% of retention held for defect liability.	
Dorrien Gardens - Perth Soccer Club	57,448	57,448	57,448	57,448	0	0%		
Earlybird Playgroup Centre - Replace ceilings	8,000	6,820	6,820	6,820	0	0%		
Earlybird Playgroup Centre upgrade	20,000	18,930	18,930	15,748	(3,182)	-17%		
Earlybird Playgroup Centre - Switchboard Renewal	10,000	6,387	6,387	6,387	0	0%		
Forrest Park Croquet - Electrical HWS Renewal	4,000	3,000	3,000	2,846	(155)	-5%		
Gymnastics WA - Ventilation Upgrade	0	40,000	40,000	18,950	(21,050)	-53%	Work completed, awaiting invoices. Possible savings.	
Highgate Child Health Clinic - Switchboard, lights and switches renewal	10,000	1,500	1,500	1,382	(118)	-8%		
Highgate Child Health Clinic - Remove/Replace Lino Kitchen	5,000	5,000	5,000	5,000	0	0%		
Highgate Child Health Clinic - Replace ceilings	5,000	7,500	7,500	7,425	(75)	-1%		
Leederville Child Health Clinic - Additional External Door	2,500	6,200	6,200	6,814	614	10%		
Leederville Oval East Ablutions - Switchboard Renewal	4,000	800	800	804	4	0%		
Lycopodium - Misc Renewals	100,000	100,000	100,000	102,542	2,542	3%		

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18  
AS AT 30 JUNE 2018



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Commentary
Mens Shed - Macerator Sewer Upgrade	50,000	50,000	50,000	3,800	(46,200)	-92%	Work in progress, remaining budget will be carried forward into 2018/19.
Menzies Park Pavilion - Electric HWS Renewal	2,000	5,000	5,000	4,614	(386)	-8%	
North Perth Basketball club adjustable nets at Loftus Rec	15,000	15,000	15,000	0	(15,000)	-100%	Project cancelled.
North Perth Bowling Club - Switchboard supply renewal	10,000	0	0	0	0	0%	Project cancelled.
North Perth Tennis Club - Boundary retaining wall	20,000	18,500	18,500	18,491	(9)	0%	
Royal Park Hall - Carpet Renewal	12,000	12,500	12,500	12,496	(4)	0%	
Royal Park Hall - Electrical Renewal	15,000	15,000	15,000	14,856	(144)	-1%	
Woodville Reserve - Power upgrade	40,000	37,200	37,200	27,995	(9,205)	-25%	Works completed, awaiting invoices.
Woodville Reserve - Replace slabbed building surrounds with concrete	25,000	25,000	25,000	16,571	(8,429)	-34%	Works completed, awaiting invoices.
<b>FOR LAND &amp; BUILDING ASSETS</b>	<b>2,343,358</b>	<b>2,018,358</b>	<b>2,018,358</b>	<b>1,288,480</b>	<b>(729,878)</b>	<b>-36%</b>	

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18  
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	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Variance	Commentary
<b>INFRASTRUCTURE ASSETS</b>								
<b>TRAFFIC MANAGEMENT</b>								
Improvements at Vincent/Oxford Streets	40,000	40,000	40,000	10,095	(29,905)	-75%		Expenditure is dependent on completion of works by MRWA.
Intersections at Bourke and Loftus Streets	150,000	150,000	150,000	14,844	(135,156)	-90%		
Intersections at Vincent and Fitzgerald Streets	79,560	79,560	79,560	55,256	(24,304)	-31%		Awaiting invoices from suppliers.
William and Bulwer Streets Pedestrian Phasing Signals	207,580	206,000	206,000	205,961	(39)	0%		
Improved pedestrian crossings at signalised intersections	230,000	230,000	230,000	0	(230,000)	-100%		
Miscellaneous Traffic Management	80,000	80,000	80,000	74,456	(5,544)	-7%		
Mid-block signalised pedestrian 'Pelican' crossings	250,000	250,000	250,000	3,433	(246,568)	-99%		
Replace Fitzgerald Street speed cushions	25,000	25,000	25,000	10,960	(14,040)	-56%		Work completed with savings.
Proposed Killarney Street intersection modifications at Scarb Bch Rd	30,000	30,000	30,000	2,549	(27,451)	-92%		Project cancelled.
Proposed Anzac Road Traffic Calming	65,000	65,000	65,000	58,052	(6,948)	-11%		
<b>BLACK SPOT PROGRAM</b>								
Newcastle and Palmerston Streets	40,000	40,000	40,000	0	(40,000)	-100%		Project on hold, in discussion with MRWA.
Walcott and Raglan Streets	0	450	450	450	0	0%		
William and Forrest Streets	12,000	0	0	0	0	0%		
Green and Matlock Streets	30,000	27,500	27,500	27,296	(204)	-1%		
Ruby and Fitzgerald Streets	30,000	30,000	30,000	13,476	(16,524)	-55%		Work in progress, remaining budget will be carried forward into 2018/19.

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NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18  
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	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Variance	Commentary
<b>STREETSCAPE IMPROVEMENTS</b>								
Axford Park Improvements	5,860	5,860	5,860	5,860	0	0%		
Streetscape improvements/Place Making - William Street - Street Furniture Improvements	30,000	30,000	30,000	14,765	(15,235)	-51%		Works completed with possible surplus.
Streetscape improvements/Place Making - Miscellaneous Renewals	30,000	30,000	30,000	405	(29,595)	-99%		Project cancelled.
Streetscapes - Upgrade of street Litter bins	30,000	29,500	29,500	29,285	(215)	-1%		
Greening (Streetscapes)	300,000	300,000	300,000	230,422	(69,578)	-23%		On-going work, remaining budget will be carried forward into 2018/19.
North Perth Public Open Space	114,000	114,000	114,000	770	(113,230)	-99%		Work in progress, remaining budget will be carried forward into 2018/19.
<b>ROADWORKS - LOCAL ROADS PROGRAM</b>								
Bennelong Street - Oxford St to Cul-de-sac	30,000	31,000	31,000	24,619	(6,381)	-21%		
Monmouth Street - York St to William St	30,000	5,000	5,000	6,831	1,831	37%		
Gill Street - Charles St to London St	130,000	125,000	125,000	143,269	18,269	15%		Work completed above budget.
Ellesmere Street (Stage 1) - Charles St to London St	115,000	110,000	110,000	126,948	16,948	15%		Work completed above budget.
Cleaver St - Carr St - Roundabout	50,000	50,000	50,000	0	(50,000)	-100%		Project deferred, budget will be carried forward into 2018/19.
Fleet Street - Richmond St to Bourke St	10,000	1,500	1,500	1,346	(154)	-10%		
Frame Court - Leederville Pde to Water Corp	30,000	51,500	51,500	52,344	844	2%		
Hawthorn Street - Flinders St to Coogee St	30,000	38,500	38,500	38,298	(202)	-1%		
Little Walcott Street - Mabel St to Blake St	50,000	50,000	50,000	35,034	(14,966)	-30%		Work completed with surplus.
Norfolk Street - Vincent St to Chelmsford Rd	35,000	36,500	36,500	36,486	(14)	0%		
Westralia Street - East Pde to Joel Tce	25,000	49,500	49,500	49,976	476	1%		
Hutt Street - Grosvenor Rd to Raglan Rd	20,000	26,500	26,500	25,193	(1,307)	-5%		
Dover Street - Scarborough Beach Rd to Matlock St	25,000	32,500	32,500	32,511	11	0%		

**CITY OF VINCENT**  
**NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18**  
**AS AT 30 JUNE 2018**



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Variance	Commentary
ROADWORKS - REHABILITATION (MRRG PROGRAM)								
Beaufort/Brisbane Street Intersection Improvements	139,970	139,970	139,970	2,191	(137,779)	-98%	Funds carried forward.	
Brisbane Street - Beaufort to William Street	134,214	134,214	134,214	0	(134,214)	-100%	Funds carried forward.	
Beaufort Street - Brisbane to Parry Street	51,043	51,043	51,043	0	(51,043)	-100%	Funds carried forward.	
Vincent Street - William to Beaufort Street	110,082	9,600	9,600	9,585	(15)	0%		
Angove Street - Daphne to Fitzgerald Street	153,200	153,200	153,200	152,965	(235)	0%		
Angove Street - Charles to Daphne Street	327,400	327,400	327,400	200,028	(127,372)	-39%	Work completed with surplus, awaiting final invoices.	
Fitzgerald Street - Raglan Road to Angove Street	142,700	142,700	142,700	133,028	(9,672)	-7%		
Scarborough Beach Road - Oxford to Fairfield Street	72,600	72,600	72,600	70,461	(2,139)	-3%		
ROADWORKS - ROADS TO RECOVERY PROGRAM								
Newcastle Street - Oxford Street to Carr Place	48,794	48,794	48,794	34,537	(14,257)	-29%	Work completed, awaiting invoice from suppliers.	
Roads to Recovery Program (Deferred from 2016-17)	201,248	0	0	0	0	0%		
Tennyson Street - Oxford St to Scott St	100,000	100,000	100,000	45,399	(54,601)	-55%	Work completed, awaiting invoice from suppliers.	
Barnet Street - Richmond St to Bourke St	55,145	57,000	57,000	51,663	(5,337)	-9%		
Richmond Street - Loftus St to Elven St	100,000	100,000	100,000	118,897	18,897	19%	Work completed above budget.	
Randell Street - Fitzgerald St to Palmerston St	90,000	90,000	90,000	98,545	8,545	9%		
RIGHTS OF WAY								
Nova Lane	98,900	135,900	135,900	133,231	(2,669)	-2%		
Solar Lighting of Laneways	29,647	8,147	8,147	0	(8,147)	-100%	Project cancelled.	
Rights of Way - Cowle/Charles Streets, West Perth	26,000	28,000	28,000	27,817	(183)	-1%		
Rights of Way - Ruby/Knutsford Street, North Perth	45,000	47,500	47,500	47,459	(42)	0%		
Rights of Way - Rehabilitation	120,000	83,000	83,000	84,460	1,460	2%		



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NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18  
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	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Variance	Commentary
<b>SLAB FOOTPATH PROGRAM</b>								
Newcastle St - Carr to Watercorp	85,000	85,000	85,000	85,968	968	1%		
Install Tactile pavers in Brisbane and Lake Streets, Perth	20,000	20,000	20,000	11,293	(8,707)	-44%		
Kalgoorlie Street footpath, Berryman St to Scarborough Beach Road	36,000	46,000	46,000	58,444	12,444	27%	Work completed above budget.	
Summer St footpath, Joel Terrace to the river	35,000	52,000	52,000	47,315	(4,685)	-9%		
Purslowe Street - Brady St to East St	26,500	35,000	35,000	32,248	(2,752)	-8%		
Ellesmere Street - Fairfield St to Shakespeare St	35,000	45,000	45,000	43,349	(1,651)	-4%		
Barnet Place - Barnet St to Cul-de-sac	6,000	6,000	6,000	7,215	1,215	20%		
Gardiner Street - Zebina St to East Pde	10,000	0	0	0	0	0%		
Lake Street - Glendower St to Primrose St	3,500	3,500	3,500	2,020	(1,480)	-42%		
Alma Street - Fitzgerald St Cul-de-sac	7,000	0	0	0	0	0%		
Ambleside Avenue - Lynton St to Cul-de-sac	10,000	0	0	0	0	0%		
Angove Street - Albert St to Woodville St	8,000	8,000	8,000	8,654	654	8%		
Barlee Street - Roy St to new development (45m)	5,500	0	0	0	0	0%		
Brewer Street - Lacey St to Pier St	10,000	0	0	0	0	0%		
Emmerson Street - Loftus St to Alto Ln	6,000	0	0	0	0	0%		
Farmer Street - Angove St to Pansy St	9,000	9,000	9,000	8,951	(49)	-1%		
Fore Street - Beaufort St to 25m west	8,500	8,500	8,500	8,316	(184)	-2%		
William Street - Glendower St to Vincent St	5,000	5,000	5,000	0	(5,000)	-100%		
Charles Street - Carr St to Newcastle St	90,000	93,000	93,000	106,294	13,294	14%	Work completed, awaiting invoice from suppliers.	
Robinson Avenue - Wellman St to William St	10,000	10,000	10,000	11,795	1,795	18%		

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	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Variance	Commentary
<b>BICYCLE NETWORK</b>								
Bike Plan Network 2015-16 Implementation (Palmerston to Lord)	45,007	31,000	31,000	33,580	2,580	8%		
Bicycle Network Oxford - Anzac to Scarb Bch Rd	190,000	190,000	190,000	0	(190,000)	-100%		Carried forward to FY2018/19.
Oxford Street Green - Bike Box	25,000	25,000	25,000	1,091	(23,909)	-96%		Work completed, awaiting invoice from suppliers.
Bike Boulevard Stage 2	1,100,000	1,300,000	1,300,000	594,344	(705,656)	-54%		Work partially completed, remaining budget will be carried forward into 2018/19.
Bike Parking	15,000	14,000	14,000	12,935	(1,065)	-8%		
Carr/Cleaver Street - bike lanes	50,000	50,000	50,000	50,296	296	1%		
<b>CAR PARK DEVELOPMENT</b>								
Beatty Park Reserve car park - Lighting	2,500	2,500	2,500	0	(2,500)	-100%		
Berryman and The Boulevard - Angle Parking	90,000	90,000	90,000	85,849	(4,151)	-5%		
Brisbane Street Car Park - Lighting	35,000	35,000	35,000	11,055	(23,945)	-68%		Work completed, awaiting invoice from suppliers.
Chelmsford Road Car Park	78,000	78,000	78,000	38,432	(39,568)	-51%		Work completed, awaiting invoice from suppliers.
Glebe Street - Angle Parking	85,000	85,000	85,000	1,200	(83,800)	-99%		Work partially completed, remaining budget will be carried forward into 2018/19.
North Perth ACROD Parking Bays	5,000	5,000	5,000	72	(4,928)	-99%		
Pansy Street Car Park - Lighting	1,600	1,600	1,600	0	(1,600)	-100%		
Parking Restriction Implementation	143,682	118,682	118,682	42,442	(76,240)	-64%		Work partially completed, remaining budget will be carried forward into 2018/19.
Raglan Road Car Park - Resurfacing & Lighting	70,000	70,000	70,000	28,736	(41,264)	-59%		Work completed, awaiting invoice from suppliers.
<b>DRAINAGE</b>								
Beatty Park Reserve - Flood Mitigation Works	3,033	3,033	3,033	3,283	250	8%		
Beatty Park Reserve - Drainage Improvements	150,000	150,000	150,000	0	(150,000)	-100%		Project deferred, pending works to the pavilion. Budget will be carried forward into 2018/19.
Gully Soakwell Program	75,000	75,000	75,000	71,526	(3,474)	-5%		
Lawler Street Sump - Infill	198,000	198,000	198,000	181,647	(16,353)	-8%		Work in progress, anticipate to complete by June 2018.
Miscellaneous Improvements	55,000	55,000	55,000	53,524	(1,476)	-3%		Works completed.
Muriel Place Drainage Upgrade	20,000	0	0	0	0	0%		Works no longer required.

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<b>PARKS AND RESERVES</b>							
Axford Park - Redevelopment	200,000	200,000	200,000	29,460	(170,540)	-85%	On-going work, remaining budget will be carried forward into 2018/19.
Banks Reserve - Foreshore restoration stage 2	185,300	196,800	196,800	198,495	1,695	1%	
Central Control Irrigation System (Stage 3)	60,000	60,000	60,000	57,441	(2,559)	-4%	
Charles Veryard Reserve - Full/Partial Dog Exercise Fence & Landscaping	15,000	15,000	15,000	2,863	(12,137)	-81%	Work completed, awaiting invoice from suppliers.
Greening Plan - Oxford St, Scarb Bch Rd, Lord	0	0	0	0	0	0%	
Hyde Park - Re-asphalt pathways	72,336	54,000	54,000	53,993	(7)	0%	
Kyilla Park - Replace/upgrade in ground reticulation system	65,000	65,000	65,000	57,109	(7,891)	-12%	
Leake Street Public Open Space - Eco Zoning	5,000	3,500	3,500	3,536	36	1%	
Les Lilleyman Reserve - Basketball and Netball installation	20,000	25,000	25,000	26,368	1,368	5%	
Les Lilleyman Reserve - Eco-zoning	30,000	30,000	30,000	18,963	(11,037)	-37%	Work completed, awaiting invoice from suppliers.
Loftus Rec Centre - Synthetic Soccer Pitch Surface	0	41,193	41,193	0	(41,193)	-100%	Work completed, awaiting invoice from suppliers.
Menzies Park - Replace groundwater bore	40,000	37,500	37,500	37,036	(464)	-1%	
Miscellaneous - Parks and Reserves Upgrade	20,000	21,500	21,500	21,668	168	1%	
Parks BBQ installations	9,500	9,500	9,500	9,632	132	1%	
Roads to Parks Demonstration Project - Hyde Street Park Mt Lawley	120,000	140,000	140,000	190,129	50,129	36%	Work completed ahead of schedule; awaiting invoice from suppliers.
Synthetic Cricket Wicket Surfacing Program	25,000	25,000	25,000	23,919	(1,081)	-4%	
Britannia Road Reserve - Playground Equipment Install	0	0	0	2,710	2,710	100%	
Venables Park - Re-asphalt pathways and install barrier kerbing	20,000	6,000	6,000	5,712	(288)	-5%	

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	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Commentary
<b>MISCELLANEOUS</b>							
Axford Park - Uplighting trees	60,000	60,000	60,000	60,000	0	0%	
Install a pit and pump at Depot Dog Pound	41,000	0	0	0	0	0%	
New Parklets - Mt Hawthorn & North Perth	24,600	24,600	24,600	0	(24,600)	-100%	Awaiting invoices with possible savings.
Proposed Pedestrian Safety Ballustrade intersection Oxford and Bourke Streets, Leederville	8,000	8,000	8,000	7,273	(727)	-9%	
Robertson Park - Restump concrete boardwalk	15,000	15,000	15,000	14,720	(280)	-2%	
Bus Shelters	40,000	40,000	40,000	33,005	(6,995)	-17%	
Upgrade and install new street lighting	15,000	15,000	15,000	5,425	(9,575)	-64%	
Braithwaite Park - Fence	0	0	0	2,309	2,309	100%	
<b>TOTAL EXPENDITURE FOR INFRASTRUCTURE ASSETS</b>	<b>8,358,501</b>	<b>8,194,846</b>	<b>8,194,846</b>	<b>5,045,097</b>	<b>(3,149,749)</b>	<b>-38%</b>	

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	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Commentary
<b><u>PLANT &amp; EQUIPMENT ASSETS</u></b>							
<b>LIGHT FLEET VEHICLE REPLACEMENT PROGRAM</b>							
Light Fleet - Annual Changeovers	280,500	268,200	268,200	267,703	(497)	0%	
<b>MAJOR PLANT REPLACEMENT PROGRAM</b>							
Road Safety Trailer	29,500	29,500	29,500	29,220	(280)	-1%	
Side Loader Rubbish Compactor	380,000	380,000	380,000	371,400	(8,600)	-2%	
Single Axle Truck (Flocon)	200,000	200,000	200,000	0	(200,000)	-100%	Funds carried forward to FY18-19.
Tractor - Parks	120,000	70,000	70,000	69,881	(119)	0%	
Ride-on Rotary mower (zero turn) - Parks	42,000	32,000	32,000	31,201	(799)	-2%	
Electric Bike	0	2,500	2,500	0	(2,500)	-100%	
All Terrain vehicle (ATV) - Hyde Park	30,000	25,000	25,000	24,521	(479)	-2%	
Engineering Tools Trailer	0	15,000	15,000	14,349	(651)	-4%	
Engineering 7X4 Cage trailer	0	1,700	1,700	1,627	(73)	-4%	
Miscellaneous plant replacement	0	10,300	10,300	10,085	(215)	-2%	

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	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Commentary
<b>ADMINISTRATION &amp; CIVIC CENTRE</b>							
Beatty Park Server	19,000	0	0	0	0	0%	
Upgrade of CCTV	42,800	0	0	0	0	0%	
<b>BEATTY PARK LEISURE CENTRE</b>							
Boiler Replacement	199,000	182,401	182,401	11,200	(171,201)	-94%	Budget to be carried forward into 2018/19.
Upgrade fire panel	25,000	25,000	25,000	0	(25,000)	-100%	Work completed, awaiting invoice from suppliers.
Ventilation in spa plant room	8,500	8,500	8,500	0	(8,500)	-100%	
Switchboard in top level of plantroom	12,500	12,500	12,500	0	(12,500)	-100%	Work completed, awaiting invoice from suppliers.
25m pool pump	7,500	7,500	7,500	0	(7,500)	-100%	
Dry Chlorine feeder	12,000	12,000	12,000	4,761	(7,239)	-60%	
<b>POLICY AND PLACE</b>							
Installation of Device Sensors for Town Centre Performance	1,236	400	400	1,107	707	177%	
<b>COMMUNITY SERVICES</b>							
Replace Autocite Units (mobile infringement hardware)	40,000	33,000	33,000	32,682	(318)	-1%	
5x 'Pay by Plate' parking ticket machines - Avenue Car Park	6,900	0	0	0	0	0%	
Frame Court Car Park - Pay-by-Plate Parking Machines	50,000	35,000	35,000	34,071	(929)	-3%	
Parking Machines Asset Replacement Program	40,000	40,000	40,000	35,400	(4,600)	-12%	Work completed with savings.
Parking Sensors Pilot Project	51,410	51,410	51,410	0	(51,410)	-100%	Project to commence in FY18-19. Budget will be carried forward into 2018/19.
UMS pits for CCTV	0	0	0	1,364	1,364	100%	Installation of UMS pits for CCTV camera on Council request.
<b>TOTAL EXPENDITURE FOR PLANT &amp; EQUIPMENT ASSETS</b>							
	1,597,846	1,441,911	1,441,911	940,571	(501,340)	-35%	



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<b><u>FURNITURE &amp; EQUIPMENT ASSETS</u></b>								
<b>CORPORATE SERVICES</b>								
Corporate Systems - Re-Implementation or Replacement	37,500	0	0	0	0	0%		
<b>BEATTY PARK LEISURE CENTRE</b>								
Replacement of Gym Equipment for Loftus Centre	54,615	53,750	53,750	53,750	0	0%		
Stereo upgrades - RPM studio, Studio 1&2 and Gym (Currently Leased)	41,000	41,000	41,000	0	(41,000)	-100%	Work completed, awaiting invoice from suppliers.	
Pool Lane rope replacement	7,000	7,000	7,000	0	(7,000)	-100%	Work completed, awaiting invoice from suppliers.	
<b>INFORMATION TECHNOLOGY</b>								
Upgrade of IT Firewall	80,000	80,000	80,000	0	(80,000)	-100%	Work partially completed, remaining budget will be carried forward into 2018/19.	
Replace IT Servers	50,000	45,000	45,000	40,372	(4,628)	-10%		
Replacement PC Fleet (Currently Leased)	350,000	350,000	350,000	343,551	(6,449)	-2%		
Redevelopment of Website (stage 2)	30,000	30,000	30,000	28,189	(1,811)	-6%		
Upgrade of AV Devices	30,000	30,000	30,000	29,976	(24)	0%		
Upgrade IT Network Remote Access Facility	30,000	30,000	30,000	0	(30,000)	-100%	Project to commence in FY18-19. Budget will be carried forward into 2018/19.	
SOE Development	15,000	18,000	18,000	17,635	(365)	-2%		
Online Lodgement of Applications	100,000	100,000	100,000	11,673	(88,327)	-88%	Work partially completed, remaining budget will be carried forward into 2018/19.	
Replacement of CARS Systems	60,000	60,000	60,000	39,610	(20,390)	-34%	Work completed, awaiting invoice from suppliers.	
Upgrade Two Way Radio Fleet	100,000	100,000	100,000	0	(100,000)	-100%	Project to commence in FY18-19. Budget will be carried forward into 2018/19.	
Uninterruptable Power Supply x2 (BPLC & Library)	0	8,000	8,000	6,660	(1,340)	-17%		
<b>MARKETING &amp; COMMUNICATIONS</b>								
Digital Camera	0	2,532	2,532	2,583	51	2%		

CITY OF VINCENT  
NOTE 5 - CAPITAL WORKS SCHEDULE 2017/18  
AS AT 30 JUNE 2018



	Adopted Budget 2017/18 \$	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actual Jun-18 \$	YTD Variance	Variance	Commentary
<b>LOFTUS RECREATION CENTRE</b>							
Loftus Recreation Equipment replacement	44,000	44,000	44,000	41,925	(2,075)	-5%	
Replacement Stereo - Loftus Recreation	15,000	15,000	15,000	15,464	464	3%	
<b>Reserves Pavilions and Facilities</b>							
Sculpture - Homo Sapiens Sapiens - D Mah	0	0	0	2,546	2,546	100%	
<b>PUBLIC HALLS</b>							
Renewal of furniture for municipal halls	6,000	6,000	6,000	3,020	(2,980)	-50%	
Halls, Pavilions and Operational Buildings - Non Fixed Assets - Renewal	60,000	60,000	60,000	28,139	(31,861)	-53%	Works completed with possible savings.
<b>WORKS DEPOT</b>							
New letter folding machine at the depot	1,500	1,400	1,400	1,360	(40)	-3%	
<b>TOTAL EXPENDITURE FOR FURNITURE &amp; EQUIPMENT ASSETS</b>	<b>1,111,615</b>	<b>1,081,682</b>	<b>1,081,682</b>	<b>666,452</b>	<b>(415,230)</b>	<b>-38%</b>	
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>13,411,320</b>	<b>12,736,797</b>	<b>12,736,797</b>	<b>7,940,600</b>	<b>(4,796,197)</b>	<b>-38%</b>	

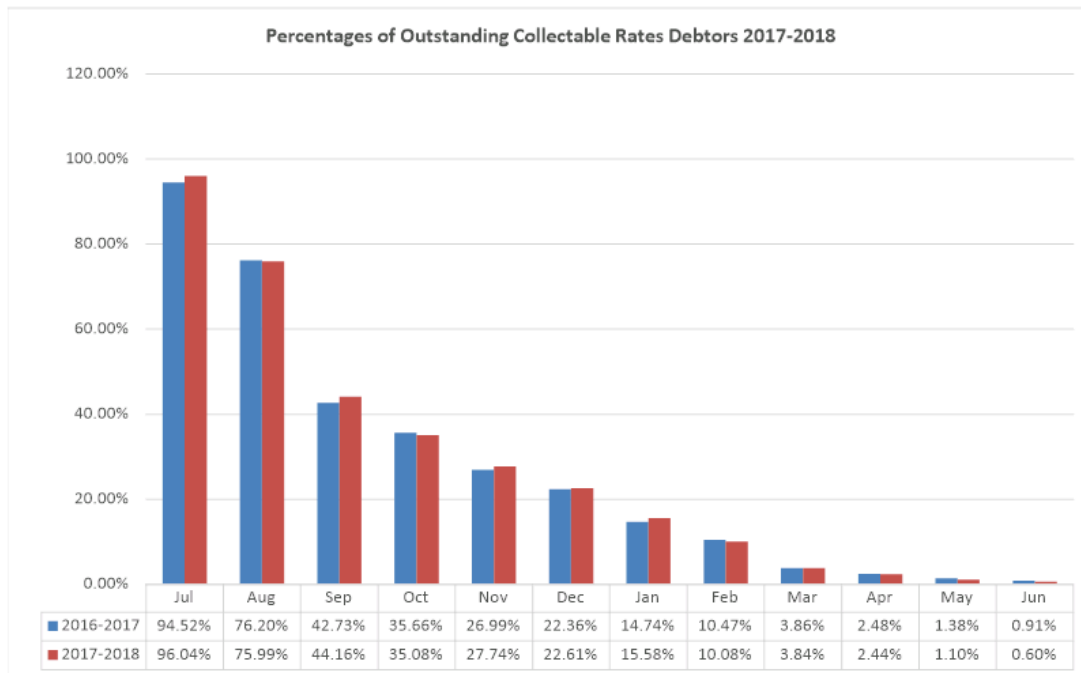
**CITY OF VINCENT**  
**NOTE 6 - CASH BACKED RESERVES**  
**AS AT 30 JUNE 2018**



Reserve Particulars	Budget Opening Balance 01-Jul-17 \$	Actual Opening Balance 01-Jul-17 \$	FY Budget Transfers From Muni Funds \$	YTD Actual Transfers From Muni Funds \$	FY Budget Interest Earned \$	YTD Actual Interest Earned \$	FY Budget Transfers To Muni Funds \$	YTD Actual Transfers To Muni Funds \$	Budget Balance 30-Jun-18 \$	Actual Balance 30-Jun-18 \$
Administration Centre Reserve	11,418	10,587	0	0	178	216	(10,440)	(10,440)	1,156	363
Aged Persons and Senior Citizens Reserve	0	0	0	0	0	0	0	0	0	0
Asset Sustainability Reserve	3,246,209	3,251,804	551,301	556,854	92,983	87,430	0	0	3,890,493	3,896,088
Beatty Park Leisure Centre Reserve	252,933	253,819	0	0	4,739	7,051	(155,000)	(12,991)	102,672	247,879
Capital Reserve	8,264	7,470	0	0	237	201	0	0	8,501	7,671
Cash in Lieu Parking Reserve	782,114	781,449	60,000	41,474	20,756	20,696	(175,000)	(87,049)	687,870	756,570
Electronic Equipment Reserve	52,666	52,589	0	0	1,509	1,413	0	0	54,175	54,002
Hyde Park Lake Reserve	148,486	148,177	0	0	4,253	3,985	0	0	152,739	152,162
Land and Building Acquisition Reserve	277,340	276,761	0	0	7,944	7,440	0	0	285,284	284,201
Leederville Oval Reserve *	217,145	216,694	0	0	5,217	5,827	(70,000)	0	152,362	222,521
Leederville Tennis Reserve	1,976	1,981	970	976	70	67	0	0	3,016	3,024
Light Fleet Replacement Reserve	0	0	0	0	0	0	0	0	0	0
Loftus Community Centre Reserve	17,899	17,811	6,150	6,163	601	569	0	0	24,650	24,543
Loftus Recreation Centre Reserve	39,329	39,123	57,060	57,142	1,380	1,737	(80,568)	(39,375)	17,201	58,627
North Perth Tennis Reserve	42,094	42,049	4,670	4,675	1,273	1,199	0	0	48,037	47,923
Office Building Reserve - 246 Vincent Street	528,131	527,031	0	0	12,979	14,170	(10,000)	0	531,110	541,201
Parking Facility Reserve	98,461	98,182	0	0	2,788	2,712	(2,250)	0	98,999	100,894
Parking Funded City Upgrade Reserve	0	0	0	0	0	0	0	0	0	0
Parking Funded Transport Initiatives Reserve	0	0	0	0	0	0	0	0	0	0
Percentage For Public Art Reserve	0	0	0	0	0	0	0	0	0	0
Plant and Equipment Reserve	303,210	300,763	0	0	4,539	6,664	(267,000)	(97,000)	40,749	210,427
State Gymnastics Centre Reserve	96,746	96,639	10,750	10,774	2,925	2,690	(40,000)	(18,950)	70,421	91,153
Strategic Waste Management Reserve	20,884	20,842	0	0	598	559	0	0	21,482	21,401
Tamala Park Land Sales Reserve	1,991,393	2,022,698	1,452,514	1,433,870	77,298	55,942	(34,033)	(34,033)	3,487,172	3,478,477
Underground Power Reserve	195,835	195,426	0	0	5,609	5,255	0	0	201,444	200,681
Waste Management Plant and Equipment Reserve	543,138	546,224	0	0	10,544	13,912	(350,000)	(350,000)	203,682	210,136
	<b>8,875,671</b>	<b>8,908,119</b>	<b>2,143,415</b>	<b>2,111,928</b>	<b>258,420</b>	<b>239,735</b>	<b>(1,194,291)</b>	<b>(649,838)</b>	<b>10,083,215</b>	<b>10,609,944</b>

\* \$70,000 not used for electrical upgrade, retained in reserve.

CITY OF VINCENT  
NOTE 7 - RATING INFORMATION GRAPH  
AS AT 30 JUNE 2018



**CITY OF VINCENT  
NOTE 8 - RATING INFORMATION  
FOR THE MONTH ENDED 30 JUNE 2018**



	Rateable Value	Rate in Dollar Cents	Budget	Actual	Rates Levied to Budget %
	\$		\$	\$	
<b>Rate Revenue</b>					
General Rate					
12936 Residential	304,582,890	6.289	19,164,597	19,155,218	100.0%
1607 Other	125,576,961	6.489	8,197,230	8,148,690	99.4%
50 Vacant Other	2,659,300	12.236	331,449	325,392	98.2%
Minimum Rate					
3129 Residential @ \$1,100	62,344,682	6.289	4,699,200	4,712,400	100.3%
94 Other @ \$1,100	1,423,005	6.489	136,400	141,900	104.0%
4 Vacant Other @ \$1,414	41,700	12.236	5,656	5,656	100.0%
Interim Rates	0		450,000	501,255	111.4%
Back Rates	0		30,000	27,710	92.4%
<b>Total Amount Made up from Rates</b>	<b>496,628,538</b>		<b>33,014,532</b>	<b>33,018,221</b>	
<b>Non Payment Penalties</b>					
Instalment Interest @ 5.5%			176,260	157,461	89.3%
Penalty Interest @ 11%			80,000	121,806	152.3%
Administration Charge - \$13 per instalment			200,000	247,475	123.7%
Legal Costs Recovered			25,000	67,922	271.7%
Other Reimbursements			600	626	104.3%
Interest Write Off			(200)	0	0.0%
			<b>33,496,192</b>	<b>33,613,511</b>	
<b>Other Revenue</b>					
Exempt Bins - Non Rated Properties			147,000	136,778	93.0%
Commercial / Residential Additional Bins			119,000	168,962	142.0%
Swimming Pools Inspection Fees			12,881	12,881	100.0%
			<b>33,775,073</b>	<b>33,932,132</b>	
<b>Opening Balance</b>				<b>218,492</b>	
<b>Total Collectable</b>			<b>33,775,073</b>	<b>34,150,624</b>	<b>101.11%</b>
<b>Less</b>					
Cash Received				32,883,592	
Rates written off				27,838	
Rebates Allowed				1,035,452	
Refunds Allowed				0	
<b>Rates Balance To Be Collected</b>			<b>33,775,073</b>	<b>203,742</b>	<b>0.60%</b>
<b>Add</b>					
ESL Debtors				38,277	
Pensioner Rebates Not Yet Claimed				4,160	
ESL Rebates Not Yet Claimed				388	
<b>Less</b>					
Deferred Rates Debtors				(117,708)	
<b>Current Rates Debtors Balance</b>				<b>128,858</b>	

**CITY OF VINCENT**  
**NOTE 8 - DEBTOR REPORT**  
**FOR THE MONTH ENDED 30 JUNE 2018**



DESCRIPTION	CURRENT	31-59 DAYS	60-89 DAYS	OVER 90 DAYS	BALANCE
	\$	\$	\$	\$	\$
DEBTOR CONTROL - HEALTH LICENCES	0	0	0	0	0
DEBTOR CONTROL - RUBBISH CHARGES	0	0	0	0	0
DEBTOR CONTROL - CASH IN LIEU CAR PARKING *	0	(7)	0	327,795	327,788
DEBTOR CONTROL - PROPERTY INCOME	(35,481)	12,484	5,897	(9,643)	(26,742)
DEBTOR CONTROL - RECOVERABLE WORKS	(13,522)	0	0	0	(13,522)
DEBTOR CONTROL - BEATTY PARK LEISURE CENTRE	0	0	0	0	0
DEBTOR CONTROL - OTHER	160,777	0	0	28,827	189,603
DEBTOR CONTROL - % ART CONTRIBUTIONS	0	0	0	0	0
DEBTOR CONTROL - GST	(222,979)	13,793	209,187	0	0
DEBTOR CONTROL - INFRINGEMENT *	202,954	97,994	67,340	2,468,479	2,836,767
PROVISION FOR DOUBTFUL DEBT	0	0	0	0	0
<b>TOTAL DEBTORS OUTSTANDING AS AT 31/05/2018</b>	<b>91,748</b>	<b>124,263</b>	<b>282,424</b>	<b>2,815,458</b>	<b>3,313,894</b>
UNDERGROUND POWER					50,220
ACCRUED INCOME					24,055
ACCRUED INTEREST					194,448
PREPAYMENTS					29,893
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>					<b>3,612,509</b>

DATE	DEBTOR OVER 90 DAYS	AMOUNT	DEBT DETAILS	Comments
12/09/2016	Tuart Hill Cricket Club	9,080.00	Charles Varyard Reserve for training/matches	Pending negotiation of ground hire.
04/11/2016	C Caferelli	28,600.00	Breaches of Planning Development Act	Referred to Fines Enforcement Registry.
<b>BALANCE OF 60 DAY DEBTORS OVER \$500.00</b>		<b>37,680.00</b>		

\* Administration will be reviewing these debts in July 2018.



CITY OF VINCENT  
NOTE 9 - BEATTY PARK LEISURE CENTRE FINANCIAL POSITION  
AS AT 30 JUNE 2018



	Revised Budget 2017/18 \$	YTD Budget Jun-18 \$	YTD Actuals Jun-18 \$	YTD Actuals Jun-17 \$	Month Actuals Jun-18 \$	Month Actuals Jun-17 \$
<b>ADMINISTRATION</b>						
Revenue	0	0	0	0	0	0
Expenditure	0	0	(2,964)	(45)	(2,964)	(45)
Surplus/(Deficit)	0	0	(2,964)	(45)	(2,964)	(45)
<b>SWIMMING POOLS AREA</b>						
Revenue	2,264,308	2,264,308	2,149,022	2,101,003	124,575	123,116
Expenditure	(4,043,768)	(4,043,768)	(3,981,953)	(3,455,801)	(307,803)	(383,523)
Surplus/(Deficit)	(1,779,460)	(1,779,460)	(1,832,931)	(1,354,798)	(183,228)	(260,408)
<b>SWIM SCHOOL</b>						
Revenue	1,491,018	1,491,018	1,464,139	1,482,589	127,500	131,717
Expenditure	(1,083,606)	(1,083,606)	(1,078,963)	(1,071,772)	(92,631)	(87,568)
Surplus/(Deficit)	407,412	407,412	385,176	410,818	34,869	44,149
<b>CAFÉ</b>						
Revenue	742,425	742,425	667,990	675,261	37,740	41,545
Expenditure	(803,792)	(803,792)	(845,290)	(815,118)	(62,771)	(79,095)
Surplus/(Deficit)	(61,367)	(61,367)	(177,300)	(139,857)	(25,031)	(37,550)
<b>RETAIL SHOP</b>						
Revenue	520,503	520,503	487,378	484,557	28,789	27,624
Expenditure	(418,475)	(418,475)	(376,172)	(411,211)	(27,771)	(47,866)
Surplus/(Deficit)	102,028	102,028	111,206	73,346	1,018	(20,243)
<b>HEALTH &amp; FITNESS</b>						
Revenue	1,596,329	1,596,329	1,553,797	1,521,703	127,049	122,834
Expenditure	(1,371,706)	(1,371,706)	(1,324,510)	(1,345,901)	(96,012)	(104,871)
Surplus/(Deficit)	224,623	224,623	229,287	175,801	31,037	17,963
<b>GROUP FITNESS</b>						
Revenue	651,206	651,206	628,568	610,313	49,003	46,885
Expenditure	(588,619)	(588,619)	(570,033)	(542,855)	(43,931)	(62,654)
Surplus/(Deficit)	62,587	62,587	58,535	67,458	5,072	(15,769)
<b>AQUAROBCICS</b>						
Revenue	231,697	231,697	224,618	218,470	17,982	16,617
Expenditure	(157,510)	(157,510)	(150,755)	(137,887)	(11,588)	(13,508)
Surplus/(Deficit)	74,187	74,187	73,863	80,583	6,394	3,108
<b>CRECHE</b>						
Revenue	59,453	59,453	62,177	75,995	4,888	6,519
Expenditure	(345,269)	(345,269)	(320,025)	(317,993)	(24,713)	(21,924)
Surplus/(Deficit)	(285,816)	(285,816)	(257,848)	(241,997)	(19,825)	(15,405)
<b>Net Surplus/(Deficit)</b>	<b>(1,255,806)</b>	<b>(1,255,806)</b>	<b>(1,412,976)</b>	<b>(928,691)</b>	<b>(152,658)</b>	<b>(284,198)</b>
Less: Depreciation	(1,161,147)	(1,161,147)	(1,161,151)	(563,300)	(96,748)	(51,175)
<b>Cash Surplus/(Deficit)</b>	<b>(94,659)</b>	<b>(94,659)</b>	<b>(251,825)</b>	<b>(365,391)</b>	<b>(55,909)</b>	<b>(233,023)</b>

## 8 COMMUNITY ENGAGEMENT

<b>8.1 NOTICE OF MOTION - CR SUSAN GONTASZEWSKI – STRATEGIES TO IMPROVE PARTICIPATION AND ACCESSIBILITY BY WOMEN AND GIRLS AT CITY OF VINCENT SPORTSGROUNDS AND ASSOCIATED FACILITIES</b>
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TRIM Ref: D18/42595

Author: Karen Balm, Community Partnerships - Projects Officer

Authoriser: Rosslind Ellis, Acting Director Community Engagement

Attachments: Nil

### RECOMMENDATION:

#### That Council

1. **RECEIVES** Administration's response to the Notice of Motion dated 22 August 2017 regarding strategies to improve participation and accessibility by women and girls to City of Vincent sportsgrounds and associated facilities;
2. **NOTES** that Administration will be investigating opportunities for an additional funding stream to increase female participation in sport for inclusion within Policy No. 3.10.11 – Community Funding ;
3. **NOTES** that Administration will be organising gender equality workshops biannually to assist local sporting clubs with implementing female friendly initiatives along with a marketing campaign and communication strategy to recognise local sportswomen, coaches and officials; and
4. **NOTES** Administration will conduct a facility audit of all sporting facilities with the outcomes reported back to Council no later than February 2019.

### PURPOSE OF REPORT:

To consider information prepared by Administration in response to the Notice of Motion regarding strategies to improve participation and accessibility by women and girls to City of Vincent Sportsgrounds and associated facilities.

### BACKGROUND:

On 22 August 2017, Council endorsed the following Notice of Motion:

*"That Council REQUESTS Administration obtain sporting club membership details by gender to directly inform strategies to improve participation and accessibility by women and girls, including the sportsground seasonal hire fees review currently being prepared by October 2017."*

*There are nine (9) public open spaces located with Vincent that are classified as having a primary purpose as sporting grounds. Availability and access to sporting facilities can act to influence participation in sport as can facility/club operations. Participation is positively influenced by access to public sports facilities. Local governments can assist by taking a strategic approach to the provision of active recreation spaces and sporting infrastructure. Best practice planning can ensure that sporting facilities serve the widest possible participant base<sup>1</sup>*

*Many sporting codes and clubs have traditionally had a player and member base that is gender imbalanced. On a national level, whilst participation in sports or physical activities is similar for boys and girls, boys are more likely to be active through club sport than girls<sup>2</sup>. However, interest and participation in club sports is changing. Women and girls have demonstrated a strong interest in club sports, buoyed by the advent of the Women's AFL and the success of Australian women's soccer and cricket teams*

*Local government can play a proactive role by working with sporting clubs to understand and implement strategies to grow female participation in organised sporting activities by ensuring that access to sports facilities are available in the local setting. Local governments have developed strategies for improving female participation in club sports and improving access to sporting opportunities by considering inclusivity in the seasonal hire of sporting grounds.* <sup>3 4</sup>

There are many factors that contribute to an individual's participation in sport, recreation and physical activity. These a lack of motivation, affordability, being time poor, low self-esteem issues or just a general feeling that there are no sporting opportunities available to cater for their skill levels or interests. Therefore, it was important that Administration considers all these influences, when designing programs and strategies to promote participation in sport, recreation and physical activities.

#### DETAILS:

Administration has completed a comprehensive review of strategies to improve participation and accessibility by women and girls to City of Vincent sportsgrounds and associated facilities. A summary of the key findings is provided below.

Eastern State local governments and the Australian Government Department of Health have commenced developing strategies to address low participation numbers for females and girls in sport and physical activity. Numerous factors can contribute towards low participation rates including lack of culturally appropriate facilities/programs; social stereotyping; fewer opportunities available for participation; lack of confidence in approaching activities alone and cultural and social pressures.

Given that local governments should be promoting and contributing to the health and well-being of local communities through the provision of services and facilities at the local level, opportunities exist for the City to provide assistance in overcoming some of the major challenges faced. In addition, as the City owns or manages the majority of sport and recreation facilities within the municipality and has the ability to influence or determine who uses them; this will assist with increasing female participation in sport.

A report released by the Australian Sport Commission (2016), AusPlay: 'Participation data for the sports sector' identified that the main barrier to young children's participation in organised out of school hours sport or physical activity is their parents' perception that they are too young to start playing. Being the wrong age, too old/too young, other commitments and affordability are also barriers. Sports clubs are the primary avenue for children to be active, with children's participation rates peaking between the ages of 9-11 with 50% of the boys more likely to be active through club sports compared to girls at 33%.

Furthermore, a report by the Australian Sports Commission titled 'AusPlay: Focus Women and girls Participation' in November 2017 delves into the participation of Australian women and girls in sport and physical activity, and analysis the difference between male and female patterns of behaviour. The top three barriers to women 15+ participating in sport and physical activity were identified as not enough time/other commitments; poor health or injury and don't like sport/physical activity. This report also details that non-sport related physical activities tend to be less intensive than sport-related activities. *'Women could benefit from more targeted sport products, given the more intensive and longer nature of sport-related physical activity'*.<sup>5</sup>

Given this, Administration, through the recently introduced "Community Group and Sporting Club Health Checks" (Health Check), have sought key information to better understand and monitor the current breakdown of memberships of local sporting clubs to determine if the proposed strategies will be effective.

A key component of the Health Checks was a breakdown of the total club membership base including the number of adults, juniors, males/females and social members. The information has now been distilled and the relevant sporting membership details are detailed in the following tables and this data has been used to directly inform strategies to improve participation and accessibility by women and girls.

#### Sporting Club Membership Breakdown

Club	Sport	Junior Male	Junior Female	Senior Male	Senior Female	Total Active Membership
WA Ultimate	Ultimate	35	35	350	250	670
Modernians Hockey Club	Hockey	170	110	120	120	520
Phantoms Water Polo Club	Water Polo	133	90	96	88	407

Club	Sport	Junior Male	Junior Female	Senior Male	Senior Female	Total Active Membership
Tennis Seniors Association of WA Inc.	Tennis	0	0	187	186	373
Mt Hawthorn Cardinals Junior Football Club	AFL	325	2	0	0	327
Perth Soccer Club	Soccer	183	3	76	0	262
Triton Water Polo Club	Water Polo	70	78	40	44	232
Floreat Athena Junior Soccer Club	Soccer	180	0	40	0	220
Leederville Mount Hawthorn Junior Cricket Club	Cricket	154	22	0	0	176
Leederville Tennis Club	Tennis	26	9	101	34	170
University Cricket Club	Cricket	0	0	117	0	117
Leederville Cricket Club	Cricket	0	0	100	3	103
Tuart Hill Cricket Club	Cricket	0	0	100	2	102
Loton Park Tennis Club	Tennis	1	0	71	9	81
North Perth Tennis Club	Tennis	9	1	40	25	75
Forrest Park Croquet Club	Croquet	0	0	33	38	71
North Perth Bowls Club	Bowls	0	0	44	1	45
North Perth United	Soccer	0	0	40	0	40
West Coast Splash Synchronised Swimming Club	Sync Swimming	0	0	0	40	40
Floreat Hellenic Cricket Club	Cricket	0	0	24	0	24
Azzurri Bocce Club Inc	Bocce	0	0	16	6	22
		1286	350	1595	846	4077

Within the City of Vincent, there is a total active sporting club membership base of 4,077. Senior males have the highest participation rates of 39%, followed by 31% for junior males, 21% for senior females and 9% for junior female participation. This equates to an overall male participation in sport within the City of 70%, whilst female participation is 30%.

Junior participation in sport and recreation within the City of Vincent is heavily centred on males. Currently, males account for 79% of the total combined active junior membership base of 1,636. In comparison, males account for 65% of the total combined active senior membership base of 2,441.

	Total Number
Junior Males	1,286
Junior Females	350
Senior Males	1,595
Senior Females	846

### Strategies to Improve Participation and Accessibility for Females In Sport

In 2016, the Australian Government Department of Health launched the 'Girls Make Your Move' Campaign in Australia. The campaign stemmed from concerns and evidence that young women are doing less physical activity than recommended.

This campaign was designed to engage young women (12-19 year olds) and their parents to increase girls' participation in physical activity and sport through shifting perceptions of exercise and generating intentions to be more active.

The "Girls Make Your Move" campaign was inspired by Sport England's successful 'This Girl Can' initiative which has already encouraged nearly 3 million women to be more active.

Following a detailed review of these types of campaigns, along with the data collected in the "Health Checks", Administration is intending on implementing the general principles associated with these initiatives at a local level to assist with increasing female participation in sport based within the City by implementing the following strategies:

### Female Participation in Sports Grants

Participation in organised sporting activities offers many health and wellbeing benefits to our community including increasing self-esteem, networking opportunities and social inclusion. Despite these benefits, there are still low rates of participation of women and girls in the City.

The female participation in sports grants of up to \$2000 aim to assist clubs to establish activities, programs or projects that promote and encourage equal participation of women and girls in sports.

Activities, programs, projects and initiatives that will be considered eligible for grants will include (but not be limited to):

- Costs associated with the establishment of activities, programs, competitions or new teams aimed at increasing female participation in sport;
- Equipment required by female participants to take part in sport;
- Coaching accreditation;
- Umpire training; and
- Costs associated with developing gender equity strategies, policies or codes of conduct.

### Gender Equity Workshops for Local Sporting Clubs

Gender equity workshops provide an opportunity for Administration to encourage local sporting clubs to develop action plans to make their clubs more female friendly. Clubs that promote and foster a culture of equality are more likely to attract members and volunteers and could be more successful in obtaining external grants.

Women remain under-represented in sport both on and off the sportsground, in participation and leadership roles so it is vitally important for local clubs to create opportunities for women's participation in all realms of sport. This in turn will assist our local sporting clubs to grow their participation and membership base, particularly by girls/women, in an environment that makes all their members feel safe and inclusive.

External consultants would be engaged by Administration to conduct workshops that provide club members with all the skills and knowledge needed to build their understanding around the importance of female friendly clubs.

### Marketing Campaign – Spotlight on Female Local Athletes, Officials and Coaches

Administration is in the process of developing a local multi-faceted physical activity promotion and communication strategy to motivate, encourage and change behaviours surrounding females in sport.

The campaign will involve the promotion of local female athletes and coaches/leaders within City of Vincent based sport and recreation clubs.

A complete media campaign is a component of the strategy with the City's social media platforms and website being utilised.

The campaign will serve to not only inspire local women and girls to get involved in sport and recreation but also promote activities they may not have considered previously or activities that the broader community simply did not realise were available to them within their community.

As part of this initiative, Administration would develop a directory identifying all the sporting and physical activities available within the City which cater specifically for females in sport.

### Women Specific Sporting Facilities

The majority of community sporting facilities available within the City do not adequately cater for females. This has been identified by Administration as a barrier to increased participation. Current infrastructure provides for more traditional male dominated sporting codes. In addition to this, and like many metropolitan local governments, the City's community sporting facilities are becoming outdated and do not provide the range of amenities that will attract and sustain women and girls. To encourage more women and girls to be involved in sporting activities, women friendly facilities are required.

Improving facilities that would support females such as unisex change facilities that cater for the needs of both males and females is considered an integral component of increasing female participation rates with the basic provision of change rooms to support the needs of female participants being a vital component. The standard features of female friendly change rooms usually include:

- Privacy screens at the entry to change rooms;
- Individual toilet cubicles; and
- Individual lockable shower cubicles with change seats inside each cubicle.

Administration will conduct a facility audit of all sporting pavilions and will report back to Council no later than February 2019 the findings of this audit.

### Community Objective Criteria – Sportsground Fees and Charges

At the Ordinary Meeting of Council on 17 October 2017, Council endorsed amendments to the Sportsground Seasonal Hire within the Schedule of Fees and Charges 2017/2018. These amendments provided Administration with the opportunity to establish participation and performance targets for sporting clubs that are incentivised through sportsground hire fee rebates. An example of some of the options are provided below:

Community Objective Criteria	Rebate (Up to a maximum of 25%)
Seasonal junior participation increase	5%
Seasonal female participation increase	5%
Seasonal alcohol revenue reduction	5%
Implementation of specific initiatives (i.e. reconciliation, accessibility)	5%
More than 50% of members reside in Vincent (senior clubs only)	5%

Administration has identified that increases in both junior and female participation across the City are key objectives and as such, will provide a 5% rebate for each community objective criteria achieved in an attempt to increase the participation numbers in these two areas.

Sporting clubs will be annually assessed to determine the subsidy applicable for each season based upon the provision of financial, membership and other data.

### CONSULTATION/ADVERTISING:

Nil.

### LEGAL/POLICY:

Nil.

### RISK MANAGEMENT IMPLICATIONS:

**Low:** Administration is currently compiling and investigating opportunities to increase female participation in sport. Locally and Australia-wide, women and girls are largely under-represented in organised sport participation when compared to males. There is concern that gender bias may be preventing women and girls from receiving the benefits that sport and physical participation can offer. The initiatives identified should assist in closing this gap.

### STRATEGIC IMPLICATIONS:

The identified initiatives align with the following actions within the City's *Strategic Community Plan 2013-2023*:

#### *"3. Community Development and Wellbeing*

##### *3.1 Enhance and promote community development and wellbeing*

##### *3.1.3 Promote health and wellbeing in the community*

##### *3.1.6 Build capacity within the community for individuals and groups to meet their needs and the needs of the broader community*



- (a) *Build the capacity of individuals and groups within the community to initiate and manage programs and activities that benefit the broader community, such as the establishment of “men’s sheds”, community gardens, toy libraries and the like”.*

4.1.5 *Focus on stakeholder needs, values, engagement and involvement.”*

**SUSTAINABILITY IMPLICATIONS:**

Nil.

**FINANCIAL/BUDGET IMPLICATIONS:**

The identified initiatives are included within the draft operating budget and remain subject to the annual budget process and Administration is currently sourcing funding opportunities to further assist with the implementation of these strategies.

**COMMENTS:**

Female participation within the City of Vincent is generally a lot lower than males with 21% senior female participation and 9% junior female participation rates. AusPlay data from July 2016 – June 2017 shows that women and girls are as physically active as men and boys; but less likely to participate in organised sports. In addition to this, barriers to greater women’s participation in sports are often social and cultural, including the perception that sport is primarily a ‘male’ or ‘gendered’ activity.

The City of Vincent is responsible for promoting and contributing to the health and well-being of the community through the provision of services and facilities at the local level. The City of Vincent owns or manages the majority of sport and recreation facilities within the municipality and has the ability to influence or determine who uses them. Given this, the identified initiatives will greatly assist with increasing the community’s awareness of the importance of female participation in sport.

Whilst sport and recreation plays an important role in supporting gender equity, women and girls are also underrepresented in leadership and governance roles within the sporting community. Females should have the same opportunities to lead and participate in our community. Given this, Administration is confident that the implementation of women specific strategies will assist in increase women and girls participation rates within the City.

Administration has identified several strategies which when implemented will greatly assist with increasing female participation rates City-wide with the results being tracked through the Health Checks.

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<sup>1</sup> Clearinghouse for Sport (2017), Sports Facility Planning and Use

<sup>2</sup> Australian Sport Commission (2016), AusPlay: Participation data for the sports sector

<sup>3</sup> Moreland Council (2016), Allocation of Sports Grounds and Pavilions Policy

<sup>4</sup> Marrickville Council (2013), Sportsground Allocation Policy












<sup>5</sup> Australian Sport Commission (2017), AusPlay: Women and Girls Participation

**9 CHIEF EXECUTIVE OFFICER**

<b>9.1</b>	<b>LATE REPORT: APPROVAL TO ADVERTISE DRAFT STRATEGIC COMMUNITY PLAN 2018 - 2028</b>
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REPORT TO BE ISSUED PRIOR TO COUNCIL BRIEFING – 17 JULY 2018

**9.2 INFORMATION BULLETIN****TRIM Ref:** D17/177327**Author:** Emma Simmons, Governance and Council Support Officer**Authoriser:** Len Kosova, Chief Executive Officer

- Attachments:**
1. Minutes from the Children and Young People Advisory Group Meeting held on 7 June 2018 [↓](#) 
  2. Minutes of the Tamala Park Regional Council Meeting held on 21 June 2018 [↓](#) 
  3. Statistics for Development Applications as at end of June 2018 [↓](#) 
  4. Register of Legal Action and Prosecutions Register Monthly - Confidential
  5. Register of State Administrative Tribunal (SAT) Appeals – Progress Report as at 28 June 2018 [↓](#) 
  6. Register of Applications Referred to the MetroWest Development Assessment Panel – Current [↓](#) 
  7. Register of Applications Referred to the Design Review Panel – Current [↓](#) 
  8. Register of Petitions - Progress Report - July 2018 [↓](#) 
  9. Register of Notices of Motion - Progress Report - July 2018 [↓](#) 
  10. Register of Reports to be Actioned - Progress Report - July 2018 [↓](#) 
  11. Monthly Street Tree Removal Information [↓](#) 
  12. Unconfirmed Minutes of the Urban Mobility Advisory Group held on 28 May 2018 [↓](#) 

**RECOMMENDATION:**

That Council RECEIVES the Information Bulletin dated July 2018.



CITY OF VINCENT

**ARTS ADVISORY GROUP**

Thursday, 7 June at 6:00pm

Venue: Committee Room  
City of Vincent Administration and Civic Centre

**UNCONFIRMED MINUTES****Attendees:**City of Vincent Councillors

Cr Jimmy Murphy (Chair) (JM)

Cr Joanne Fotakis (JF)

Community Representatives

Mr Simon Venturi (SV)

Mr Graham Hay (GH)

Ms Claire Stokes (CS)

Ms Kaye Guthrie Adonis (KG)

Ms Laura Warren (LW)

Ms Sioux Tempestt (ST)

City of Vincent Officers

Rossling Ellis – Manager Marketing and Communications (RE)

Gemma Carter—Marketing Officer (GC)

Tegan Patrucco – Arts and Activation Officer (TP)

\*\*\*\*\*

**1. Welcome / Declaration of Opening – Acknowledgement of Country**

Cr Murphy opened the meeting at 6.01pm and acknowledged the traditional owners of the land on which the meeting was held.

**2. Apologies**

Dr Sandy Toussaint

Ms Julie Rosario

Ms Jessica Darlow

Michael Quirk – Director Community Engagement (MQ)

**3. Confirmation of Previous Minutes – 3 May 2018**

The Minutes from the previous meeting held on 3 May 2018 were confirmed as a true and correct record.

**4. Business****4.1 Action Log**

The Action Log was noted and reviewed.

- \$10,000 has been allocated to the Janet Holmes à Court gallery and collaboration with the West End Arts Precinct encouraged.
- Leedy Streets Open report to be provided at the next meeting.
- Percent for Art 285 and 289- RE to report next meeting.
- 297 temporary mural – completed.

/...4

#### 4.2 Arts Strategy Draft

The Draft Arts Strategy was Tabled for consideration and the following feedback was given:

- Outlined the art strategy 18 month strategy and process (JM)
- Noted the mission statement to the group and the five focus areas (JM)
- Would like to see more international artists to maintain a fresh approach (KG)
- Would like contemporary artists but don't forget traditional arts as well (GH)
- Make sure we leverage and make the most of the character and history of the area- uniquely Vincent (CS)
- Perhaps an international arts festival to attract high quality artists (KG)
- Agrees that international artists are important but need to ensure we cover three levels of artists – professional, emerging and community (SV)
- Wants to use the light boxes to test the theme concept. Professional or emerging artists could work with community (KG)
- Entry statements can unearth stories of the area to make them cool and relevant (CS)
- The entry statements could move into the place making section (ST)
- Create artistic teams (KG)
- It would be useful to show which of three tiers of target market each action is addressing (JM)
- Create a timeline of project in the strategy to show the events. Good to have a regular annual event that is the same time each year to foster recognition (GH)
- The strategy gives us an assessment criteria for our decisions. Being too specific about actions is almost counterproductive. As long as what we do fits under the five themes (SV)
- The Imagine Vincent data will be incorporated into the strategy, to sit under the 'listen and respond' goal (JM)

**ACTION:** Arts Advisory Group members to provide feedback on the Arts Strategy draft document to TP by 21<sup>st</sup> June 2018.

### 5. **Visual Art Projects/Opportunities**

#### 5.1 Percent for Art: Rosewood Facility

TP provided an update on this project. TP has been involved in the shortlisting process for the project artist in collaboration with the new art consultant, Rosewood facility, and the project architects.

#### 5.2 The Good Grocer: Leederville Mural

TP provided an update that this mural is going ahead after the applicant modified the design based on the AAG's feedback.

KG and ST expressed their disagreement with this decision. Discussion was had concerning a review of the mural policy and assessment process.

**ACTION:** TP to meet with JM, KG and ST to discuss the mural guidelines and application process.

#### 5.3 Noongar Radio: Mural and Uniforms

TP provided an update that Jade Dolman will be painting the Noongar Radio mural in early July. The uniforms will be designed by local artist Kambarni and made by Noongar-owned company Cole Workwear. The design is expected to be completed by the end of June.

#### 5.4 Lightbox Laneway Gallery: NAIDOC and Pride

TP reported that Charmaine Cole's artwork has been installed in the gallery for the NAIDOC artist slot, with a good response on social media. TP reported that CoV will be partnering with Pride WA to showcase a LGBTQI+ artist for the October- December Lightbox Laneway exhibition. A representative from Pride WA will choose the successful artist in collaboration with CoV and the AAG.

Discussion was had concerning the potential to install more Lightbox Laneway galleries in other CoV locations.

### 6. **Performance Art Projects/Opportunities**

#### 6.1 Perth Symphony Orchestra

TP and RE provided an update that CoV are currently looking into partnering with Perth Symphony Orchestra to hold fun community music events such as a symphony for dogs and a Halloween event. TP and RE will be meeting with PSO in July.

### 7. **Quick Wins**

#### 7.1 Lightbox Laneway Free Mural

TP reported that a local artist, Hannah Goggs, has offered to do a free mural on the wall immediately beyond the Lightbox Laneway gallery. Hannah runs the Beaufort St Artisan markets and wants to provide her artistic services for free in the interests of improving the area where the markets are. The mural will be completed in July.

KG enquired if funding had been offered to Hannah. TP clarified that she was directed to the co-funded mural application but opted not to do this.

ST expressed her concern about the mural not fitting in with the aesthetic of the area.

#### 7.2 CoV Film Project

TP informed the AAG that they will be invited to the screening of the CoV film project documentaries, which will screen as part of the Revelation Film Festival event 'Get Your Shorts On', on the 11th July at 6.30pm.

**ACTION:** TP to inform the councillors of the value of the ticket so they can declare it.

### 8. **Close / Next Meeting**

The meeting closed at 6.58pm. The next meeting is to be held on Thursday, 5 July 2018.

Signed \_\_\_\_\_  
Councillor Jimmy Murphy (Chair)

Date this \_\_\_\_\_ day of \_\_\_\_\_ 2018



Summary of Actions	Responsibility	Due Date
Administration to investigate opportunity including the roof of the Mezz and installation at Hyde Street Reserve	RE	1 July 2018
Leedy Streets Open Data to be brought to next meeting and review of competing events in Perth over the Summer	RE	1 June 2018
Summer Concerts Review of Summer Concerts	RE	1 July 2018
285 and 289 Vincent Street Artworks Percent for Art Policy Review	RE	1 Dec 2018
Develop a Public Art Assessment Panel – planners, art officers & professional artists	TP	To be investigated
<i>Arts Advisory Group members to provide feedback on the Arts Strategy draft document to TP</i>	AAG	<i>21 June 2018</i>
<i>TP to meet with JM, KG and ST to discuss the mural guidelines and application process.</i>	<i>TP, JM, KG, ST</i>	<i>7 July 2018</i>
<i>TP to inform the councillors of the value of the ticket so they can declare it</i>	<i>TP</i>	<i>7 July 2018</i>



## **Ordinary Meeting of Council**

# **MINUTES**

**Thursday 21 June 2018, 6:00pm  
City of Wanneroo  
23 Dundebur Road, Wanneroo**

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

## Minutes TPRC Meeting of Council – 21 June 2018

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## Minutes TPRC Meeting of Council – 21 June 2018

## TAMALA PARK REGIONAL COUNCIL

## MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Andres Timmermanis	Cr Jo McAllister
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Sophie Dwyer Cr Christine Hamilton-Prime
City of Perth	Commissioner Andrew Hammond	Commissioner Gaye McMath
City of Stirling	Cr Karen Caddy Cr Joe Ferrante Cr Giovanni Italiano (CHAIRMAN) Cr Bianca Sandri	Cr Suzanne Migdale
Town of Victoria Park	Cr Claire Anderson	Cr Ronhhda Potter
City of Vincent	Mayor Emma Cole	Cr Jimmy Murphy
City of Wanneroo	Cr Samantha Fenn Cr Brett Treby (DEPUTY CHAIRMAN)	Cr Russell Driver Cr Domenic Zappa

*Representatives from the Satterley Property Group will be in attendance at the meeting.*

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 Minutes TPRC Meeting of Council – 21 June 2018
 

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**PRESENT**

<b>Chairman</b>	Cr Giovanni Italiano
<b>Councillors</b>	Cr Claire Anderson Cr John Chester Cr Emma Cole Cr Joe Ferrante Commissioner Andrew Hammond Cr Nige Jones Cr Bianca Sandri Cr Brett Treby
<b>Alternate Members</b>	Cr Suzanne Migdale
<b>Staff</b>	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant)
<b>Apologies Councillors</b>	Cr Karen Caddy Cr Samantha Fenn Cr Andres Timmermanis
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Nil
<b>Consultants</b>	Mr Nigel Satterley (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group) Mr Carl Buckley (Satterley Property Group) Mr Brenton Downing (Satterley Property Group) Mr Matej Nvota (Satterley Property Group)
<b>Apologies Participant Councils' Advisers</b>	Mr Garry Hunt (City of Joondalup) Mr Stuart Jardine (City of Stirling) Mr Martin Mileham (City of Perth) Mr Daniel Simms (City of Wanneroo) Mr Anthony Vuleta (Town of Victoria Park) Mr Len Kosova (City of Vincent) Mr John Giorgi (Town of Cambridge)
<b>In Attendance Participant Councils' Advisers</b>	Mr Mark Dickson (City of Wanneroo) Mr Ross Povey (City of Stirling) Mr Mike Tidy (City of Joondalup)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

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Minutes TPRC Meeting of Council – 21 June 2018

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**1. OFFICIAL OPENING**

The Chairman declared the meeting open at 6:05pm and welcomed Councillors to the Tamala Park Regional Council meeting. The Chairman welcomed Commissioner Andrew Hammond to the TPRC meeting.

**DISCLOSURE OF INTERESTS**

Nil

**2. PUBLIC STATEMENT/QUESTION TIME**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

Apologies received from Cr Karen Caddy, Cr Samantha Fenn and Cr Andres Timmermanis.

**4. PETITIONS**

Nil

**5. CONFIRMATION OF MINUTES**

*Ordinary Meeting of Council – 19 April 2018*

Moved Cr Treby, Seconded Cr Anderson.

**That the minutes of the Ordinary Meeting of Council of 19 April 2018 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.**

The Motion was put and declared CARRIED (10/0).

**5A. BUSINESS ARISING FROM MINUTES**

Nil

**6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)**

The Chairman advised that a distribution had been made to member local governments today in accordance with the TPRC FYE 2018 Budget. The total distribution was \$2.0M, paid to member local governments proportionally based on shareholding.



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Minutes TPRC Meeting of Council – 21 June 2018

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**7. MATTERS FOR WHICH MEETING MAY BE CLOSED**

- 9.10 Review of Project Forecast 2017 – **Confidential**  
9.11 Proposed Workshop to Review Catalina Estate Vision / Objectives and Development Manager's Key Performance Indicators – **Confidential**

**8. REPORTS OF COMMITTEES**

Management Committee Meeting – 24 May 2018

*Cr Treby – Chairman, Management Committee advised that the Committee considered a number of Items listed in this agenda and that there had been robust discussion on Items 9.6 and 9.11. He advised that he would provide further comments when the items were formally considered.*

**9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.12)****9.1 BUSINESS REPORT – PERIOD ENDING 14 JUNE 2018**

Moved Cr Treby, Seconded Cr Ferrante.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 14 June 2018.**

The Motion was put and declared CARRIED (10/0).

**9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF MARCH & APRIL 2018**

Moved Cr Cole, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the Statements of Financial Activity for the months ending:**

- 31 March 2018; and
- 30 April 2018.

The Motion was put and declared CARRIED (10/0).

**9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF MARCH & APRIL 2018**

Moved Cr Treby, Seconded Cr Cole.

[The recommendation in the agenda]

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That the Council **RECEIVES** and **NOTES** the list of accounts paid under Delegated Authority to the CEO for the months of March and April 2018:

- Month ending 31 March 2018 (Total \$1,426,372.50)
- Month ending 30 April 2018 (Total \$1,044,808.33)
- Total Paid - \$ 2,471,180.83

The Motion was put and declared CARRIED (10/0).

#### 9.4 PROJECT FINANCIAL REPORT – APRIL 2018

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

That the Council **RECEIVES** the Project Financial Report (April 2018) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (10/0).

#### 9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 14 JUNE 2018

Moved Commissioner Hammond, Seconded Cr Cole.

[The recommendation in the agenda]

That the Council **RECEIVES** the Sales and Settlement Report to 14 June 2018.

The Recommendation was put and declared CARRIED (7/3).

For: Cr Anderson, Cr Chester, Cr Cole, Commissioner Hammond, Cr Jones, Cr Treby and Cr Italiano

Against: Cr Ferrante, Cr Migdale and Cr Sandri.

#### 9.6 ANNUAL MARKETING PLAN FYE 2019

The CEO advised that he had just received a Disclosure of Interest – Impartiality on this Item from Cr Migdale.

Moved Cr Cole, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council:

1. **APPROVES** the Annual Marketing Plan FYE 2019, prepared by the Satterley Property Group.

## Minutes TPRC Meeting of Council – 21 June 2018

2. **ACCEPTS** that the Development Managers Key Performance Indicators (June 2014), Marketing 3.2 – Annual Marketing Plan, requiring the preparation of the Annual Marketing Plan by March each year has been **ACHIEVED**.
3. **ADVISES** the Satterley Property Group that marketing expenditure will be reviewed and monitored in line with market conditions and the requirements of the Project and the Project Budget FYE 2019 (March 2018) as approved.

Moved Cr Anderson, Seconded Cr Sandri.

[A Procedural Motion]

That the Annual Marketing Plan FYE 2019 be deferred pending more detail on actual expenditure and marketing strategies.

The Procedural Motion was put and declared LOST (6/4).

For: Cr Chester, Cr Cole, Commissioner Hammond, Cr Jones, Cr Treby and Cr Italiano.

Against: Cr Anderson, Cr Ferrante, Cr Migdale and Cr Sandri.

The Recommendation in the agenda was put and declared CARRIED (10/0).

## 9.7 REVIEW OF SUSTAINABILITY INITIATIVES

Moved Cr Anderson, Seconded Cr Sandri.

[The recommendation in the agenda]

**That the Council:**

1. **RECEIVES** the review on the Catalina Sustainability Initiatives (May 2018) prepared by the Satterley Property Group.
2. **APPROVES** the following sustainability initiatives and budget for FYE 2019:

SUSTAINABILITY INITIATIVE	ALLOCATION
Waterwise Landscape Package including soil moisture sensors	\$5,000 per lot
Solar Panel Rebate	\$2,000 per lot
Fibre Optic Service	\$1,200 per lot
Community Development	\$1,200 per lot
Waste Recycling (Housing Construction)	\$300 per lot
High rated WELS Fixtures and Appliances in Catalina Beach	\$1,000 per lot

3. **APPROVES** the continuation of the existing landscape initiatives, including native and low water use plants, native seed collection and propagation, use of site mulch and waterwise irrigation systems in landscape packages for Catalina.
4. **APPROVES** the continuation of the fauna and flora relocations associated with bulk earthworks.

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Minutes TPRC Meeting of Council – 21 June 2018

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5. **APPROVES** the continuation of Medium Density Housing opportunities in accordance with the Catalina Built Form and Housing Strategy (May 2017), including narrow lot housing in Stages 16A and 16B.
6. **APPROVES** the provision of a 12-month Energy Audit for all new homes at a cost of \$300 per lot, subject to the Satterley Property Group providing a satisfactory method for the administration of the trial.
7. **REQUESTS** the Satterley Property Group to review communications and procedures for purchasers and builders on Catalina rebates in order to improve participation rates and assist in delivering TPRC sustainability objectives.
8. **ACCEPTS** that the Satterley Property Group has achieved Key Performance Indicator 2.8 requiring an annual review of sustainability initiatives by May each year.

The Motion was put and declared CARRIED (10/0).

#### **9.8 REVIEW OF CATALINA RISK MANAGEMENT PLAN (MAY 2018)**

Moved Cr Treby, Seconded Cr Migdale.

[The recommendation in the agenda]

**That the Council:**

1. **RECEIVES** the Risk Management Plan (May 2018) prepared by the Satterley Property Group.
2. **REQUIRES** the Satterley Property Group to continually review and update the Risk Management Plan (May 2018) and report to Council annually.
3. **ACCEPTS** that the Satterley Property Group has achieved Key Performance Indicator 2.12 requiring an Annual review of the Project Risk Management Plan by May each year.
4. **REQUESTS** the CEO to appoint a suitably qualified consultant to undertake an overall risk assessment of the TPRC framework.

The Motion was put and declared CARRIED (10/0).

#### **9.9 APPOINTMENT OF COMMITTEE MEMBER – MANAGEMENT COMMITTEE**

Moved Cr Treby, Seconded Cr Jones.

**That in accordance with the provisions of the *Local Government Act 1995*, that Cr Italiano be APPOINTED to the Management Committee.**

The Recommendation was put and declared CARRIED BY ABSOLUTE MAJORITY (9/1).

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Minutes TPRC Meeting of Council – 21 June 2018

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For: Cr Chester, Cr Cole, Cr Ferrante, Commissioner Hammond, Cr Jones, Cr Migdale, Cr Sandri, Cr Treby and Cr Italiano

Against: Cr Anderson.

Moved Cr Treby, Seconded Cr Cole.

**That Standing Orders be suspended to allow Confidential Items 9.10 and 9.11 to be discussed behind closed doors.**

The Motion was put and declared CARRIED (10/0).

Council's Consultants vacated the meeting (7:05pm).

**9.10 REVIEW OF PROJECT FORECAST 2017 - CONFIDENTIAL**

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the Project Forecast 2017, submitted by the Satterley Property Group.**
- 2. APPROVES the Project Forecast 2017, prepared by the Satterley Property Group, for the purposes of project and financial planning subject to Development Costs being adjusted by removal of the additional in-built contingency.**
- 3. ACCEPTS that Satterley Property Group has achieved Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Cashflow every three years.**

The Motion was put and declared CARRIED (10/0).

**9.11 PROPOSED WORKSHOP TO REVIEW CATALINA ESTATE VISION / OBJECTIVES AND DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS - CONFIDENTIAL**

Council's Consultants (SPG) were invited to join the meeting to participate in discussion on this Item (7:10pm).

Moved Cr Sandri, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council AGREES to:**

- 1. A Workshop to review the Catalina Vision and Objectives to inform the review of the Strategic Community Plan. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives**

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Minutes TPRC Meeting of Council – 21 June 2018

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and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.

2. A Workshop to review the Development Manager's KPIs with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.

Council's Consultants vacated the meeting (7:26pm).

The Motion as amended was as follows

**That the Council AGREES to:**

1. **A Workshop to review the Catalina Vision and Objectives to inform the review of the Strategic Community Plan. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.**
2. **A Workshop to review the Development Manager's KPIs with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.**
3. **The Workshop to review the Catalina Vision and Objectives to be held on a weekend in the first quarter of FYE 2019.**

The amended Motion was put and declared CARRIED (10/0).

Moved Cr Sandri, Seconded Cr Migdale.

**That Standing Orders be reinstated and the meeting doors be opened.**

The Motion was put and declared CARRIED (10/0).

The recommendations for Confidential Items 9.10 and 9.11 were read out as follows:

*9.10 Review of Project Forecast 2017 - Confidential*

*That the Council:*

1. *RECEIVES the Project Forecast 2017, submitted by the Satterley Property Group.*
2. *APPROVES the Project Forecast 2017, prepared by the Satterley Property Group, for the purposes of project and financial planning subject to Development Costs being adjusted by removal of the additional in-built contingency.*



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3. *ACCEPTS that Satterley Property Group has achieved Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Cashflow every three years.*

9.11 *Proposed Workshop to Review Catalina Estate Vision / Objectives and Development Manager's Key Performance Indicators - Confidential*

*That the Council AGREES to:*

1. *A Workshop to review the Catalina Vision and Objectives to inform the review of the Strategic Community Plan. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.*
2. *A Workshop to review the Development Manager's KPIs with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.*
3. *The Workshop to review the Catalina Vision and Objectives to be held on a weekend in the first quarter of FYE 2019.*

**9.12 EARLY CONSTRUCTION REBATE – BEACH PRECINCT AGED STOCK – LATE  
ITEM**

Moved Cr Migdale, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council:

1. RECEIVES the correspondence on the Early Construction Rebate – Beach Precinct Aged Stock, prepared by the Satterley Property Group, dated 21 June 2018.
2. APPROVES on a 3-month trial basis, the application of an Early Construction Rebate (\$8,000 per lot), in Catalina Beach for selected lots which have been on the market for more than 12 months, for sales contracts entered into between 22 June 2018 and 21 September 2018. Subject to the purchaser providing a copy of a signed Building Contract prior to settlement, with the Rebate being paid to the purchaser's nominated builder within 6 months of the settlement of the lot.
3. REQUESTS the Satterley Property Group to provide a report to Council following the 3-month trial period of the application of the Early Construction Rebate for lots in Catalina Beach on the success and market acceptance of the Rebate and market conditions.

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The Motion as amended was as follows.

**That the Council:**

1. **RECEIVES** the correspondence on the Early Construction Rebate – Beach Precinct Aged Stock, prepared by the Satterley Property Group, dated 21 June 2018.
2. **APPROVES** on a 3-month trial basis, the application of an Early Construction Rebate (\$8,000 per lot), in Catalina Beach for selected lots to a maximum of six lots which have been on the market for more than 12 months, for sales contracts entered into between 22 June 2018 and 21 September 2018. Subject to the purchaser providing a copy of a signed Building Contract prior to settlement, with the Rebate being paid to the purchaser's nominated builder within 6 months of the settlement of the lot.
3. **REQUESTS** the Satterley Property Group to provide a report to Council following the 3-month trial period of the application of the Early Construction Rebate for lots in Catalina Beach on the success and market acceptance of the Rebate and market conditions.

The amended Motion was put and declared CARRIED (10/0).

**10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

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

Nil

**12. URGENT BUSINESS APPROVED BY THE CHAIRMAN**

Nil

**13. MATTERS BEHIND CLOSED DOORS**

9.10 *Review of Project Forecast 2017 - Confidential*

9.11 *Proposed Workshop to Review Catalina Estate Vision / Objectives and Development Manager's Key Performance Indicators - Confidential*

**14. GENERAL BUSINESS**

Nil

**15. FORMAL CLOSURE OF MEETING**

The Chairman declared the meeting closed at 7:30pm.

Minutes TPRC Meeting of Council – 21 June 2018

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These minutes were confirmed at a meeting on .....

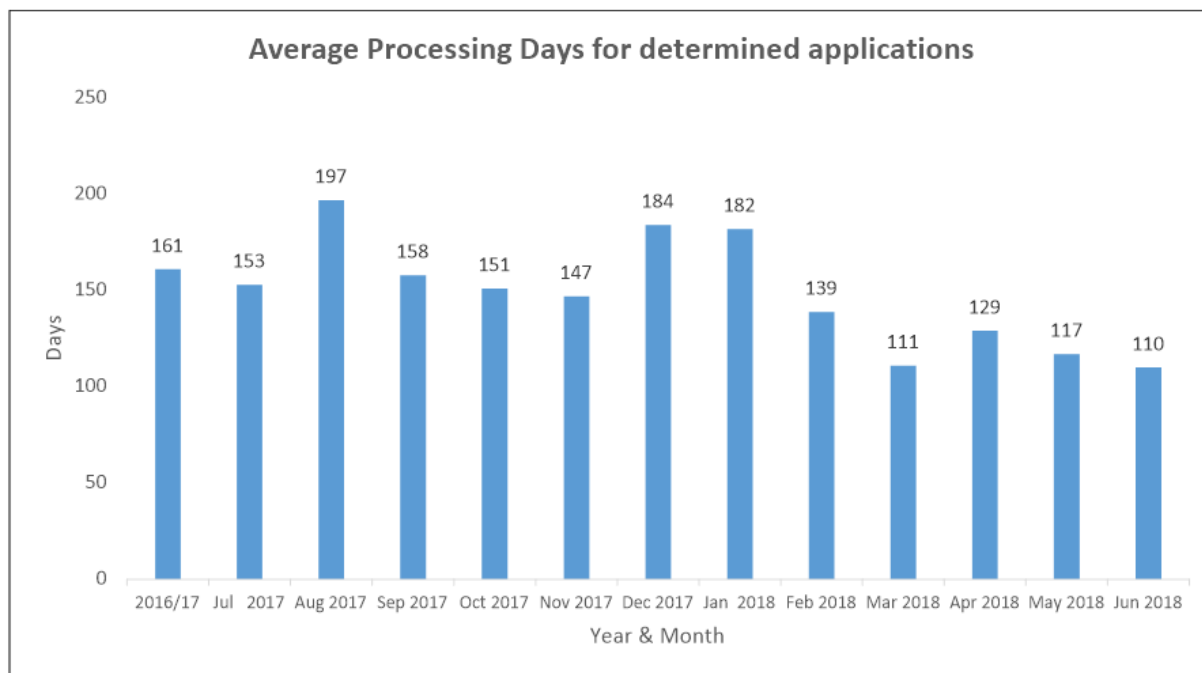
SIGNED this ..... day of ..... 2018

as a true record of proceedings.

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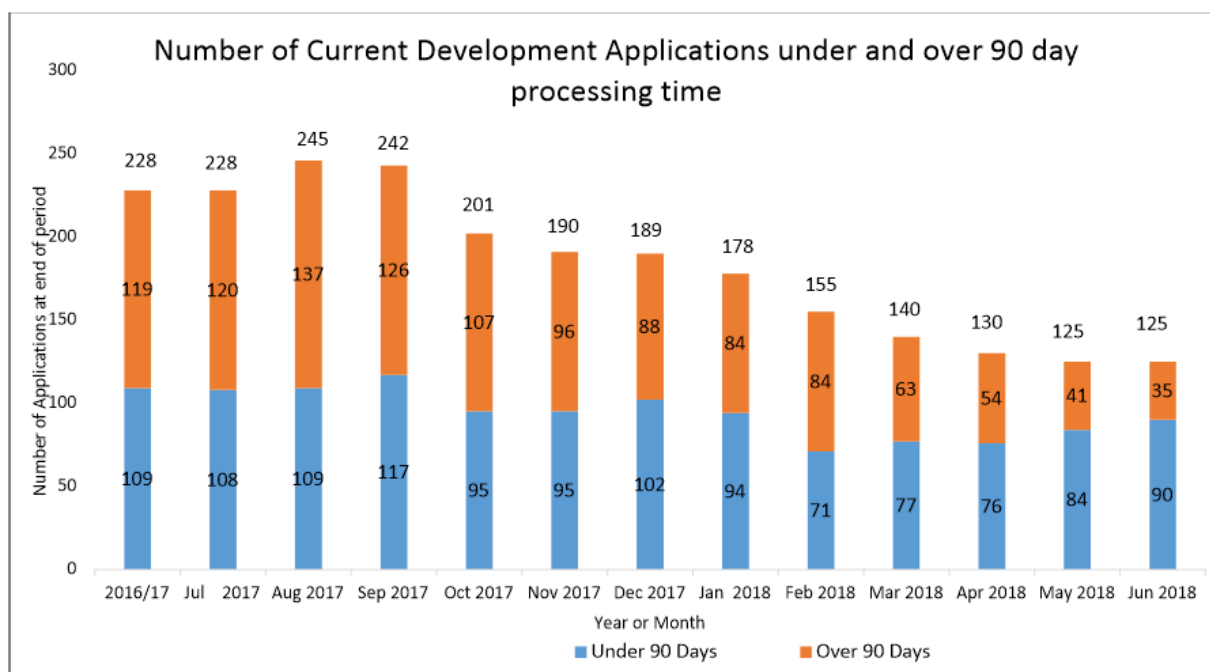
CHAIRMAN

### Statistics for Development Applications As at the end of June 2018



Processing Days	2016 /17	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
Minimum	7	13	82	71	29	24	3	2	5	3	10	19	17
Median	119	140	134	133	110	99.5	118	125	122	92	82	92	79.5
Average	161	153	197	158	151	147	184	182	139	121	129	117	110
Maximum	924	341	704	408	1008	602	698	755	640	596	980	587	647

**Table 1:** Minimum, Median, Average and Maximum Processing Timeframes for determined applications in each financial year since 2016/17 and each month since July 2017.



	July 2017	Aug 2017	Sept 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
DA's lodged	38	46	40	38	44	44	32	36	42	36	45	41
DA's determined	31	25	38	62	49	39	33	52	48	44	45	36
DA's withdrawn	7	3	5	17	6	6	11	7	9	2	5	5

**Table 2:** No. of DA's lodged and determined each month.

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 28 JUNE 2018**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
1.	No. 17 Harwood Place, West Perth (DR 396 of 2017)	11 December 2017	Moharich and More on behalf of Boldform Pty Ltd	<p>Review in relation to a condition of approval limiting the minimum night stay. *****</p> <p>The subject of this review is a decision made by Council at its meeting of 14 November 2017 to approve the amendment of conditions for development approval 5.2015.568.1 granted on 3 May 2016 (Original Approval) for a Change of Use from Multiple Dwellings to Serviced Apartments at Nos. 1-16/17 Harwood Place, West Perth. The review relates to Condition 5 which limits the minimum stay to three nights. The applicant seeks to amend this condition to allow a minimum two night stay in lieu of a three night stay. Following mediation, the applicant provide additional information and sought to a minimum one night stay. The SAT invited the City to consider this additional information and reconsider its decision through Section 31 of the SAT Act at its 4 April 2018 Ordinary Meeting. Prior to 4 April 2018 the applicant sought to amend their application for review to include other conditions not previously discussed. The SAT has amended their orders and removed the invitation for the City to reconsider its decision at this stage. On 23 May 2018, staff attended mediation and agreed to consider a request for amendment to the conditions of approval through a revised management plan. The applicant has submitted additional information to the City and a report will be prepared for the 24 July 2018 Council meeting. <i>Representation by: City of Vincent Administration</i></p>
2.	Nos. 120-122 Richmond Street, Leederville (CC 49 of 2018)	15 January 2017	Dorn	<p>Review in relation to a Building Order to remove unauthorised buildings and structures associated with single house. *****</p> <p>The subject of this review is a Building Order issued by the City for the removal of unauthorised buildings and structures primarily comprised of outbuildings covering an aggregate area of approximately 540m<sup>2</sup> across both 20 and 22 Richmond Street. This order only relates to 22 Richmond Street. An appeal was lodged with the SAT on 11 January 2018. Mediation held on site on 7 February 2018. A further Mediation was held on 22 February 2018. Following discussions between the applicant and the SAT, it was agreed to adjourn the Mediation to a further Mediation conference to be held on 12 April 2018. The applicant was granted a four week extension to remove the structures from the property and any further action was pending the applicant's progress during that period. Following a review of the applicant's progress in removing unauthorised structures on the sites, on 23 May 2018 the applicant was granted an 8 week extension to remove the structures from the property and any further action is pending the applicant's progress during that period. <i>Representation by: City of Vincent Administration</i></p>

**REGISTER OF STATE ADMINISTRATIVE TRIBUNAL (SAT) APPEALS  
AS AT 28 JUNE 2018**

NO.	ADDRESS & SAT REVIEW NO.	DATE RECEIVED	APPLICANT	REVIEW MATTER & COMMENTS
3.	Nos. 7/565-567 Beaufort Street, Mount Lawley (DR 50 of 2018)	13 March 2018	Belinda Moharich on behalf of Silverleaf Investments Pty Ltd and RGO Enterprises Pty Ltd	<p>Review in relation to conditions of approval issued by Council 6 February 2018.</p> <p>*****</p> <p>The application relates to Condition 10 of the approval, which required a number of management measures for the hours of 9:00pm to 6:00am. Mediation was held on 22 May 2018 at which Staff and Council Members attended and the applicant was directed to submit additional information by 5 June 2018. A report will be prepared for the 24 July 2018 Council Meeting.</p> <p><i>Representation by: City of Vincent Administration</i></p>
4.	No. 14 Florence Street, West Perth (DR 73 of 2018)	28 March 2018	Megara on behalf of Charber Pty Ltd	<p>An application for a review of the decision of the Metro West Joint Development Assessment Panel to refuse the application on 8 March 2018.</p> <p>*****</p> <p>The City attended a Mediation session on 8 May 2018. The Mediation was adjourned to a further Mediation session on 5 June 2018 to enable the applicant to confer with their legal representatives. Following mediation the matter was adjourned for a further directions hearing on 27 July 2018.</p> <p><i>Representation by: JDAP representation</i></p>
5.	No. 209 Vincent Street, West Perth	9 May 2018	Averna Homes on behalf of Kenwin Projects Pty Ltd	<p>An application for review of the decision by Council to refuse the application on 4 April 2018.</p> <p>*****</p> <p>On 25 May 2018 staff attended a Directions Hearing and consented to the request to proceed to Mediation. Mediation was held on 11 June 2018 where the applicant was directed to submit amended plans by 14 June 2018 with a report to be prepared for the 24 July 2018 Council Meeting.</p> <p><i>Representation by: City of Vincent Administration</i></p>
6.	No. 7 Chelmsford Road, Mount Lawley	13 April 2018	Macri	<p>An application for review of the decision by Council to refuse the application on 6 March 2018.</p> <p>*****</p> <p>On 1 June 2018 Staff participated in a telephone Directions Hearing and consented to the request to proceed to Mediation. An on-site mediation session occurred on 19 June 2018 where the matter was adjourned to a directions hearing on 29 June 2018, where the matter will be programmed for a hearing.</p> <p><i>Representation by: City of Vincent Administration</i></p>



**METROWEST DEVELOPMENT ASSESSMENT PANEL (MWDAP)  
REGISTER OF APPLICATIONS RELATING TO THE CITY OF VINCENT  
AS AT 28 JUNE 2018**

No.	ADDRESS AND DA SERIAL NO.	APPLICANT	PROPOSAL	DATE APPLICATION RECEIVED	DAP MEETING DATE	DAP DECISION
1.	Nos. 300 – 334 Charles Street, North Perth	<b>Applicant:</b> TPG + Place Match	Mixed Use development – Extension of Term to commence development	9 April 2018	To be confirmed	To be confirmed
2.	No. 295 Stirling Street, Perth	<b>Applicant:</b> Roberts Day	Multiple Dwellings – Extension of Term to commence development	10 April 2018	5 June 2018	The application was approved by the DAP at its meeting on 5 June 2018 in accordance with the officer recommendation.  The minutes are available <a href="#">here</a>
3.	No. 189 Loftus Street, Leederville	<b>Applicant:</b> Carrier and Postmus Architects	Multiple Dwellings – Extension of Term to commence development	27 April 2018	25 June 2018	The application was approved by the DAP at its meeting on 25 June 2018 in accordance with the officer recommendation.  The minutes are available <a href="#">here</a> .
4.	Nos. 71 – 77 Walcott Street, Mount Lawley	<b>Applicant:</b> PTS Town Planning	Alterations and Additions to existing Commercial Building including Café/Restaurant and Offices	27 April 2018	To be confirmed	To be confirmed
5.	No. 18 Brentham Street, Leederville	<b>Applicant:</b> Geoff Laxton	Addition to existing Grouped Dwelling development (20 Grouped Dwellings)	1 May 2018	To be confirmed	To be confirmed
6.	Nos. 238 – 246 Oxford Street, Leederville	<b>Applicant:</b> Planning Solutions	Amendment to Mixed Use development – internal layout	1 May 2018	25 June 2018	The application was approved by the DAP at its meeting on 25 June 2018 in accordance with the officer recommendation.  The minutes are available <a href="#">here</a> .
7.	No. 212 Carr Place, Leederville	<b>Applicant:</b> Urbanista Town Planning	Mixed Use Development comprising 5 commercial tenancies and 10 Multiple Dwellings	4 May 2018	To be confirmed	To be confirmed
8.	Nos. 9 – 11 Money Street, Perth	<b>Applicant:</b> Allerding & Associates	Mixed Use Development comprising 22 Multiple Dwellings and 2 commercial tenancies	11 May 2018	To be confirmed	To be confirmed

**CITY OF VINCENT DESIGN REVIEW PANEL (DRP)  
REGISTER OF APPLICATIONS CONSIDERED BY DRP  
AS AT 28 JUNE 2018**

No.	ADDRESS	APPLICANT	PROPOSAL	DAC MEETING DATE	REASON FOR REFERRAL
1.	Nos. 71-77 Walcott Street, Mount Lawley	PTS Town Planning on behalf of Silverleaf Investments Pty Ltd	Alterations and Additions to Commercial Building	6/6/2018	The proposal will likely benefit from the referral to the DRP in terms of the city's Built Form Local Planning Policy No. 7.1.1 (LPP 7.1.1)
2.	Nos. 139 – 141 Lake Street, Perth	Motus Architecture	Five Storey Multiple Dwelling with restaurant/café, office and short stay accommodation	6/6/2018	For the DAC to consider the changes made by the applicant in response to the previous comments and recommendations of 27 April 2018.
3.	No. 18 Brentham Street, Leederville	Property Development Solutions	20 Two-Storey Grouped Dwellings	6/6/2018	The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy No. 7.1.1 (LPP 7.1.1).
4.	No. 351 Stirling Street, Perth	Wilt Design	Seven Multiple Dwellings	6/6/2018	The proposal will likely benefit from the referral to the DRP in terms of the City's Built Form Local Planning Policy No. 7.1.1 (LPP 7.1.1).



# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF PETITIONS - PROGRESS REPORT – JULY 2018

**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  
DCE: Director Community Engagement  
DCorpS: Director Corporate Services  
DDS: Director Development Services  
DE: Director Engineering

Date Rcd	Subject	Action Officer	Action Taken
<b>Council Meeting – 26 June 2018</b>			
24/06/18	Petition received from Mr A Strika of Bourke Street, Leederville, along with 22 signatures, in relation to the proposed development at No. 12 Scott Street, Leederville, requesting that Council: "1) apply the City's Deemed-to-comply compliant setback of 7.9m for both house and garage; and 2) circulates the revised plans to community consultation (no approval or conditional approval)."	DDS	<b>Completed.</b> The petition was considered as part of the related agenda Item 9.1 July OMC.
19/06/18	Petition received from Mr A Jamieson of Carr Street, West Perth, along with 16 signatures, requesting that Council considers "excluding the properties on the northern side of Carr Street between Numbers 68 and 82 from inclusion in the recent proposal submitted to review the Cleaver Precinct under the Character Retention and Heritage Areas Policy".	DDS	<b>Completed.</b> The petition was considered as part of the City's responses to 2018/19 Community Budget Submissions 1.1, 1.3 and 5.1. The City will be undertaking a broad review of heritage and character in the City, however as the subject properties were recently considered for this purpose as part of the Carr Street Character Retention Area they will not be included in this new project. The lead petitioner has been advised of this.
<b>Council Meeting – 1 May 2018</b>			
11/04/18	Petition received from Ms G Box of Alma Road, North Perth, along with 42 signatures, requesting that: • Council addresses volume and speed on Alfonso, Alma (west of Leake), Camelia, Claverton, Persimmon, Sekem Place and Vine Streets and engages with residents to develop acceptable measures to make these streets safe and more liveable; and • the measures developed are included in the next Council Budget round	DE	Data collection and review function of streets. Report to be presented to Council in September 2018.



# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF NOTICES OF MOTION - PROGRESS REPORT – JULY 2018

**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: Chief Executive Officer  
DCE: Director Community Engagement  
DCorps: Director Corporate Services  
DDS: Director Development Services  
DE: Director Engineering

Details	Action Officer	Comment
<b>4 April 2018 – Submitted by Cr Loden</b>		
Action on Climate Change	DDS	Administration will present the draft Sustainable Environment Strategy to Council for advertising by March 2019 to support decision making in the 2019/20 Budget and Corporate Business Plan. The draft Sustainable Environment Strategy will include the measures identified in Item 4 of Council's resolution. Administration will consider the carbon emissions which result from the management of waste as part of the Waste Management Strategy.
<b>22 August 2017 – Submitted by Cr Gontaszewski</b>		
Strategies to Improve participation and Accessibility by Women and Girls at City of Vincent Sportsground and Associated facilities, by October 2017	DCE	Participation and performance targets now being implemented through the new Sportsground Fees and Charges adopted at the Council Meeting in October 2017. Sporting Club Health Checks now received from all sporting clubs to enable establishment of baseline data. Additional strategies to be reported to the Council Meeting on 24 July 2018.
<b>5 April 2016 – Submitted by Cr Harley/Cr Cole</b>		
Request for a new Plan for Axford Park, by July 2016	DE/ DDS	Council adopted an amount of \$200,000 in the 2017/18 Budget to develop a plan for Axford Park. The Request for Quotation (RFQ) was advertised between 11 January 2018 and 30 January 2018. Administration has reviewed the quotes and appointed Place Laboratory to undertake this work. A report was presented to Council on 26 July 2016 with an update on the project. The project was presented to a Council Workshop on 13 March 2018. A report will be presented to Council in 2018.
<b>8 March 2016 – Submitted by former Mayor Carey/Cr Cole</b>		
Review of Development Assessment Panels (DAPs)	DDS	A meeting occurred between the City and Minister for Planning, Hon Rita Saffioti, MLA on 2 May 2017 where this matter was discussed. Council reaffirmed its decision on the DAPs at its meeting of 27 June 2017 (Item 9.5). The City will be writing to the Minister for Planning regarding this position.
<b>27 October 2015 – Submitted by former Mayor Carey</b>		
Review of Laws, Policies and Practices relating to the impact of construction activity, on the public realm, by May 2016	DE/ DDS	Changes to Property Local Law to facilitate increased penalties discussed at the Council Workshop held on 29 August 2017.



# INFORMATION BULLETIN



CITY OF VINCENT

## REGISTER OF REPORTS TO BE ACTIONED - PROGRESS REPORT – JULY 2018

**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: Chief Executive Officer  
DCE: Director Community Engagement  
DCorpS: Director Corporate Services  
DDS: Director Development Services  
DE: Director Engineering

Item	Report Details	Action Officer	Comments
<b>Council Meeting – 26 June 2018</b>			
9.5	No. 16 (Lot: 30; D/P: 1962) Howlett Street, North Perth - Change of Use from Office to Unlisted Use (Dog Day Care)	DDS	The matter will be presented to a future Council meeting for determination.
9.7	North Perth Common – Concept Design	DDS	The saving of \$42,350 made from the design, documentation and project management phase of the North Perth Common project was carried forward and included in the 2018/19 budget for the construction phase of the North Perth Common project. Administration will now notify the relevant parties of Council's decision. The North Perth Common project will now proceed to Stage Two, being Detailed Design and Tender Documentation.
9.8	Business Advisory Group – Key Priorities	DDS	Administration will now use the Business Advisory Group's Key Priorities to inform the review of the City's Economic Development Strategy.
10.1	City of Vincent Greening Plan – Review	DE	Further report to Council at the conclusion of the advertising period.
10.3	Draft Waste Strategy 2018 – 2023	DE	Further report to Council at the conclusion of the advertising period.
11.1	Variation of Kiddies Learning Hub Pty Ltd's licence to use Banks Reserve Pavilion to include an additional 1 hour on Mondays and extend the licence term to 28 June 2019	DCorpS	Variation of lease being drafted.
11.2	Acquisition of private rights of way as Crown Land and vesting in City – Right of Way between London and Dunedin Streets, Mount Hawthorn (Lot 60) and Colvin Lane, West Perth (Lot 67)	DCorpS	Administration to provide public notice in accordance with section 52(1)(b) of the Land Administration Act and following consideration of any objections make a request to the Minister.
11.6	Delegated Authority Review 2018	DCorpS	<b>Completed.</b> 27 June 2018.
11.7	Adoption of 2018/19 Annual Budget	DCorpS	Fees and Charges to be amended as per OMC. Notify Department of adoption and upload onto website.
12.1	Review of Community Engagement Policies	DCE	Three Policies (being 'Welcome to Country', 'Community Funding' and 'Community Bus') were reviewed and presented to Council on 26 June 2018. The 'Street Parties Policy' will be presented to Council on 24 July 2018.
13.3	Corporate Business Plan 2018/19-2021/22	DCorpS	Document design being undertaken by the City's Marketing & Communications Team for publishing on website.
13.4	Community Budget Submissions 2018/2019	DCorpS	Acknowledge and notify submission applicants.

Item	Report Details	Action Officer	Comments
18.1	CONFIDENTIAL ITEM: Expressions of Interests received and disposition options for 245 Vincent Street, Leederville	DCorPS	Notify applicants of Council's decision to not accept their submission.
<b>Council Meeting – 29 May 2018</b>			
9.6	Amendment 1 to Local Planning Scheme No. 2	DDS	<b>Completed.</b> Administration forwarded Amendment 1 to the Environmental Protection Authority on 1 June 2018 for its assessment under Section 81 of the Planning and Development Act and has forwarded to the Western Australian Planning Commission for determination on 19 June 2018.
10.1	Review of Engineering Policies Relating to Verge Treatments and Street Trees	DE	Further report to Council at the conclusion of the advertising period.
11.1	Leases to Department of Health to govern Department's current use of the Child Health Clinics within City of Vincent	DCorPS	Leases to be sent to Department for review. Signs acknowledging City's support to be installed.
18.1	CONFIDENTIAL ITEM: Licence to govern encroachment of drainage infrastructure from 152 Joel Terrace, Mount Lawley into Swan River Foreshore Reserve 43459	DCorPS	Licence reviewed and sent to owners for comment. City and owners representatives to meet to discuss Development Application process 3 July 2018.
<b>Council Meeting – 1 May 2018</b>			
9.7	No. 48 (Lot: 66; D/P: 6049) Milton Street, Mount Hawthorn - Proposed Five Grouped Dwellings	DDS	<b>Completed.</b> Proposal considered at 26 June 2018 Council Meeting.
12.1	Asset Disposal – Vincent Community Bus	DCE	The Vincent Community Bus will be going to Public Auction on 6 July 2018.
18.1	Review of Policy No. 4.2.13 - Design Advisory Committee and Appointment of Design Review Panel	DDS	<b>Completed.</b> Administration has removed Policy No. 4.2.13 from the City's website and uploaded the adopted Terms of Reference for the Design Review Panel. Administration has notified all applicants for the Design Review Panel on the outcome of this decision and undertook an induction on 9 May 2018.
<b>Council Meeting – 4 April 2018</b>			
9.3	No. 14 (Lot: 1; SP: 12592) Orange Avenue, Perth - Second Storey Addition to Single House	DDS	<b>Completed.</b> Proposal considered at 26 June 2018 Council Meeting.
9.6	North Perth Town Centre Parking Six Month - Review of Parking Restrictions	DDS	Administration advertised the proposed parking restriction changes on Pansy Street and Vine Street between 27 April 2018 and 20 May 2018. A further report will be presented to Council on the results of this consultation in 2018.
11.1	Lease of Leederville Oval by East Perth Football Club Inc & Subiaco Football Club Inc - Request for waiver and write-off of fees and variation of leases	DCorPS	Further meeting being finalised to again explain waiver and write off amounts.
12.1	Reallocation of Loftus Recreation Centre Reserve Funds	DCE	Contractor has been appointed and works will be undertaken by the end of the financial year.
<b>Council Meeting – 6 March 2018</b>			
11.4	Draft Financial Reserves Policy	DCorPS	Administration to finalise Policy adoption process.
<b>Council Meeting – 14 November 2017</b>			
12.1	Loftus Community Centre – request for Waiver and Write-Off of Fees	DCE	New lease to be negotiated for Council consideration.
12.2	Manna Inc – Review of the Use of Weld Square for the Provision of Free meal Services for the Homeless	DCE	The City has joined the Homelessness Framework Committee (comprising the City of Perth and key service providers) to address broad issues that are relevant for Weld Square.
12.4	Floreat Athena Football Club – Litis Stadium Master Plan	DCE	Working Group including Football West and Department Local Government, Sport and Cultural Industries representatives being formed to progress initiatives as per the Council resolution.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 17 October 2017</u></b>			
11.3	Termination of Lease and options for future use – 245 (Lot 245) Vincent St, Leederville	DCorpS	<b>Completed.</b> See 18.1 - OMC 26 June 2018.
11.4	Lease to Axicom Pty Ltd for telecommunications purposes – Lot 9023 Marmion Venue, Clarkson (Tamala Park)	DCorpS	Delegated Authority has been obtained from the Chief Executive Officer (CEO). Waiting for lease to be finalised for execution.
<b><u>Council Meeting – 19 September 2017</u></b>			
9.11	Relocation of the Leederville Town Centre Taxi Zone	DDS	The relocation of the existing Taxi Rank, installation of ride share pick up/set down locations, approval and installation of public alfresco and implementation of parking restriction changes including signage and line marking was completed in January 2018. Administration met with ride share operators Uber on 1 February 2018 and will continue to negotiate and enter into an appropriate written agreement with them and other ride share operators and taxi organisations to implement ride share totems and wayfinding signage. Administration have notified Leederville Connect and all residents, landowners and businesses within 500m of the Taxi zone of Council's decision. Administration will consult with Leederville Connect and all residents, landowners and businesses within 500m of the detail of the Taxi zone changes as they occur in early 2018 and throughout the trial as required by Council's resolution. A report will be presented to Council in October 2018 following the implementation of the trial.
<b><u>Council Meeting – 22 August 2017</u></b>			
11.4	Dedication of spite strip (pedestrian footpath) as road – Lot 151, 62 Robinson Ave, Perth	DCorpS	<b>Completed.</b> 27 June 2018.
12.1	Petition for a Multipurpose Court at Birdwood Square, Perth	DCE	Director Community Engagement has met with lead petitioner to discuss Council resolution. Request to be further considered within the context of the Public Open Space Strategy.
<b><u>Council Meeting – 27 June 2017</u></b>			
9.4	Proposed Amended Parking Restrictions – Mount Hawthorn Town Centre	DDS	Administration has now completed the installation of the new parking restrictions including sending letters to affected landowners and businesses, installing parking signage and line marking. The enforcement caution period is now complete and the City's Rangers are issuing fines for any illegal parking. A consultant has undertaken a survey of parking in the Mount Hawthorn area and a report on this review will be presented back to Council in 2018.
9.5	Submission to WALGA – Third Party Appeal Rights in Planning	DDS	Administration has forwarded its submission to WALGA and is drafting letters to be sent to the Minister for Planning and Attorney General advising of the City's position.
10.3	Beatty Park Leisure Centre – Remedial Works	DE	Works will be ongoing over the next 12 months.
12.1	No. 34 (Lot 1) Cheriton Street, Perth – Progress Report No. 8	DCE	Administration continues to liaise with the Department of Planning, Lands and Heritage regarding excusing of the Norwood Community Garden (agreed in principle). Management of the remainder of the Lot to then be handed back to the Department.
12.3	Public Open Space Strategy	DCE	Consultant appointed to undertake community consultation and prepare Strategy.
<b><u>Council Meeting – 30 May 2017</u></b>			
9.3	Response to Notice of Motion (Item 10.2 OMC 20 September 2016) – Request to Investigate the Requirements, Conditions and Associated Compliance for Development Applications Involving Tree Retention on Private Land	DDS	Administration has implemented changes in relation to development assessment and enforcement procedures in relation to this report. Local planning policy provisions will be included in a future amendment to the Built Form Policy.



Item	Report Details	Action Officer	Comments
10.1	Water Corporation – Long Term Water Main Replacement Program within the City of Vincent	DE	Water Corporation's current works program within the City of Vincent completed, awaiting 2018/19 program to assess future impact.
12.5	Perth Parking Levy	DCE	Analysis of parking occupancy being undertaken as the basis for any proposed parking restrictions and/or alternative land uses.
<b><u>Council Meeting – 7 March 2017</u></b>			
9.1.4	Submission on Metropolitan Region Scheme Amendment 1310/41 – Guildford Road from East Parade to Tonkin Highway (SC654)	DDS	The submission was forwarded to the Western Australian Planning Commission (WAPC) on 10 March 2017. A meeting between Main Roads, the Department of Transport and the Department of Planning was held on 4 April 2017. A letter to the Minister for Transport, the Minister for Planning and the Western Australian Planning Commission is currently being prepared.
9.3.5	Review of City of Vincent Local Laws under Section 3.16 of the Local Government Act 1995 (SC2688)	DDS	Health; Property; and Trading in Public Places Local Laws to be reported back to Council in 2018.
<b><u>Council Meeting – 7 February 2017</u></b>			
9.2.4	Charles Veryard Reserve – Installation of Dog Exercise Area Fencing (Full Enclosure)	DE	<b>Completed.</b> April 2018.
<b><u>Council Meeting – 13 December 2016</u></b>			
9.1.11	Outcomes of Advertising – Draft Policy No. 7.1.1 – Built Form (SC2320)	DDS	Notice of final adoption and revocation published in the Perth Voice on 21 January 2017. Landscaping and setback provisions provided to WAPC at a meeting on 23 January 2017. A follow up meeting with the Department of Planning was held on 2 March 2017 and again on 9 August 2017. The Policy provisions were considered at the Statutory Planning Committee meeting on 12 December 2017 and the City was notified of the WAPC's decision on 8 January 2018. Administration is now in discussions with the Department of Planning Lands and Heritage regarding the WAPC decision and a future amendment to the Built Form Policy. Administration has commenced a review of the Built Form Policy in conjunction with the review of the landscaping and setback provisions that are subject to the approval of the WAPC and will report back to Council on this matter in 2018. It is proposed that the heights in the Claisebrook area will be reviewed through item "5.2 Investigate a Planning Framework for each of the City's Town Centres."
<b><u>Council Meeting – 15 November 2016</u></b>			
9.3.8	Leederville Gardens Retirement Village – Village Manager (SC313 & SC308)	DCorpS	All Board support functions with exception of accounting support have been transferred. It is anticipated the accounting function will transfer for the new financial year.
<b><u>Council Meeting – 18 October 2016</u></b>			
9.2.1	Proposed Safety Improvement at the Intersection of Walcott and Beaufort Streets, Mount Lawley (SC686, SC986)	DE	Twelve month trial commenced 1 June 2017. Further traffic data collections prior to arranging a meeting with MRWA and City of Stirling.
9.2.3	Proposed Parking Restriction Trial – Chelmsford Road, Fitzgerald Street to Ethel Street, North Perth (SC738, SC1201)	DE	Community consultation to be undertaken in conjunction with North Perth Parking Review.
<b><u>Council Meeting – 23 August 2016</u></b>			
9.2.3	Proposed 40kph Area Wide Speed Zone Trial – South Vincent Progress Report No 2 (SC466)	DE	Continuing discussions with the Road Safety Commission being undertaken prior to the consultation scheduled for 2018.
9.2.5	Proposed Parking Restriction Trial – Chelmsford Road, Leake Street and Grosvenor Road, North Perth (SC738, SC850, SC811, SC1201)	DE	Community consultation to be undertaken in conjunction with the North Perth Parking Review.

Item	Report Details	Action Officer	Comments
14.1	CONFIDENTIAL REPORT: Belgravia Leisure Option to Renew Loftus Recreation Centre Lease (SC379)	DCorpS	Final negotiations and drafting of Deed of Extension being undertaken.
<b>Council Meeting – 28 June 2016</b>			
9.3.5	Lease of No. 4 Broome Street, Highgate to Minister for Education – Highgate Pre-Primary (Little Citizens) (SC591)	DCorpS	Report presented to City's Exec Team meeting held on 20 June 2018. Exec Team decided to finalise lease as per approval at OMC held on 25 June 2016.
<b>Council Meeting – 5 April 2016</b>			
9.1.6	Review of Licences for Outdoor Eating Areas and Display of Goods on Footpaths	DDS	Policies reviewed and revoked at 23 August 2016 OMC. Administration has prepared the new 'self-assessment' system for Trading in Public Places Local Law permits and this system went live on 22 February 2018. The outcomes and results of this system will inform future amendments to the Local Law to identify further efficiencies. These amendments will be presented to Council in 2018.
<b>Council Meeting – 8 March 2016</b>			
9.3.5	Leederville Gardens Retirement Village Estate (SC313/SC308)	DCorpS	The City has submitted a request to the Board for consideration of a refund and is awaiting a formal response.
<b>Council Meeting – 27 October 2015</b>			
9.3.6	Portion of No. 10 (Lot 2545) Farmer Street, North Perth – Approval of a Sub-lease to Vincent Men's Shed (Inc.) (SC351/SC2087)	DCorpS	Negotiating terms with the City's Community Engagement Directorate.
<b>Council Meeting – 22 September 2015</b>			
9.5.3	Review of Advisory and Working Groups and Committees, <i>specifically</i> : • Draft Policy for establishment and operation of a new Community Engagement Panel	DCE	Draft Policy is being progressed as part of the CBP item that includes preparation of a new Community Engagement Framework and revised Community Consultation Policy.
<b>Council Meeting – 20 January 2015</b>			
9.3.4	Lease for Margaret Kindergarten – No 45 (Lot 10349 D/P: Swan L), Richmond Street, Leederville (SC351/SC589)	DCorpS	Report presented to the City's Exec Team meeting held on 20 June 2018. Exec Team decided to finalise lease as per approval at OMC 20 January 2015.
<b>Council Meeting – 18 November 2014</b>			
9.1.4	Car Parking Strategy Implementation – Progress Report No. 1 (PRO0084/SC1345)	DDS/ DE/ DCE	The option of parking benefit districts will be reviewed as part of the review of the Car Parking Strategy and preparation of an Integrated Transport Plan. The City has a policy to guide the issuing of parking permits and has the ability to issue commercial parking permits. Administration issues permits in accordance with this policy. The City takes an approach to parking restrictions where we receive complaints, conduct parking occupancy surveys and report to Council on the results of these surveys. The replacement of the CALE ticket machines throughout the City is currently underway and machines are replaced on a periodic basis. This process will continue until all CALE machines are replaced. Paid parking on William Street was approved by Council on 25 July 2017 (Item 10.2), ticket machines have been modified and signs installed 22 August 2017.
<b>Council Meeting – 21 October 2014</b>			
9.3.5	Lease for Tuart Hill Cricket Club Inc, Modernians Hockey Club Inc and Cardinals Junior Football Club – Lease of Premises at Charles Veryard Reserve Pavilion and Turf Wickets, Bourke Street, North Perth (SC351)	DCorpS	Licences being finalised for execution.

Item	Report Details	Action Officer	Comments
<b><u>Council Meeting – 7 October 2014</u></b>			
9.3.2	Lease for North Perth Tennis Club – Lease of Premises at Woodville Reserve, 10 Farmer Street, North Perth (SC351/SC621)	DCorpS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 23 September 2014</u></b>			
9.3.6	Lease for Leederville Tennis Club – Lease of premises at 150 Richmond Street, Leederville (SC351 & PR25077)	DCorpS	No further action pending the outcomes and recommendations included within the Tennis West Strategic Facilities Plan.
<b><u>Council Meeting – 27 May 2014</u></b>			
9.3.4	LATE ITEM: East Perth Football Club and Subiaco Football Club Lease additional space at Medibank Stadium	DCorpS	Further discussions ongoing as part of broader discussions with Football Clubs.
<b><u>Council Meeting – 12 February 2013</u></b>			
9.2.12	Request to the Minister for Lands for Acquisition of the Right of Way Bounded By Anzac Road, Oxford, Salisbury and Shakespeare Streets, Leederville as Crown Land	DE	City's Coordinator Land & Development requested further update on 8 January 2018, however has not received a response to date.
9.2.13	Request to the Minister for Lands for the Acquisition and Reversion to 'Crown Land' of the Right of Way Named Luce Lane, North Perth (TES0225)	DE	City's Coordinator Land & Development requested further update on 8 January 2018, however has not received a response to date.

**INFORMATION BULLETIN**

CITY OF VINCENT

<b>SUBJECT:</b>	Street Tree Removal Requests
<b>DATE:</b>	7 May 2018
<b>AUTHOR:</b>	Tracy Hutson, Executive Secretary John Gourdis – Supervisor Parks Services
<b>AUTHORISER:</b>	Andrew Murphy, Director Engineering

**PURPOSE:**

To present Council with the monthly 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.

A report outlining when and how a tree removal request will be considered, as well as the requests for the last quarter of 2017 until the 10 January 2018 was presented to the Ordinary Meeting of Council held on 6 February 2018.

**COMMENTS:**

Please find below listing for the period 9 March 2018 to 5 April 2018.



## CITY OF VINCENT - Street Tree Removal Requests 2017/18

Date	Requested By	Location/Address	Reason for Removal	Tree Species	Inspection Comments	Approved for Removal (Y/N)	Replacement Tree (Y/N - species)
10/04/2018	Resident	46 Ashby St, Mt Hawthorn	Tree is dead	<i>Callistemon 'Kings Park Special'</i>	Tree is confirmed dead	Y	Y - <i>Jacaranda mimosifolia</i>
10/04/2018	Resident	32 Broome St, Mt Lawley	Unstable tree, tree falling over	<i>Melaleuca linarifolia</i>	Tree falling over due to earth works	Y	Y - TDB
10/04/2014	Resident	13 Ruth St, Northbridge	Tree is dead	<i>Corymbia ficifolia</i>	Tree is confirmed dead	Y	Y - <i>Melaleuca viridiflora</i>
12/04/2018	Resident	60 View St, North Perth	Development	<i>Agonis flexuosa</i>	Tree will not be removed, decision from Planning	N	N - already existing tree
17/04/2018	Resident	80 Egina St, Mt Hawthorn	Tree is splitting down the centre	<i>Agonis flexuosa</i>	Resident has advised in the last month that the tree has split further	Y	Y - <i>Agonis flexuosa</i>
17/04/2018	Resident	20 Buxton St, Mt Hawthorn	Tree is dying	<i>Lophostemon confertus</i>	Tree is 95% dead and will be removed in the 18-19 financial year.	Y	Y - <i>Jacaranda mimosaeifolia</i>
24/04/2018	Resident	12 Bourke St North Perth	Severe cedar moth infestation	<i>Melia azederach</i>	(Rogue species ) severe cedar moth infestation	Y	Y - <i>Jacaranda mimosaeifolia</i>



## URBAN MOBILITY ADVISORY GROUP (UMAG)

Monday 28 May 2018 at 6.00pm  
 Venue: Committee Room  
 City of Vincent Administration and Civic Centre

### MINUTES

#### Attendees:

##### City of Vincent Elected Members:

Cr. Jonathan Hallett (*Chairperson*), Cr. Alex Castle

##### Community Representatives:

Greg Korovesi, Scott Smith, Katherine Celenza (Roadwise Road Safety Advisor)

##### City of Vincent Officers:

Andrew Murphy (Director Engineering), Craig Wilson (Manager Asset & Design Services), Francois Sauzier (Active Transport Officer)

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#### 1. Welcome / Declaration of Opening

- 1.1 JH opened meeting at 6.03pm
- 1.2 Apologies - Mayor Emma Cole; Adam Wilmott; Courtney Weber, Holly Taylor, Laura Donovan, Regina Foley, Scott Gibbings, Philip Taylor, Sam Laybutt; Parwez Jahmeerbacus;

#### 2. Confirmation of Previous Minutes      Moved AC      Seconded JH

#### 3. Business

##### 3.1 40 KMH Speed Zone trial

AM updated on current status and recent meetings held with the Acting Commissioner Road Safety Commission (RSC) and Vincent Mayor. CW gave background to 40KMH in Cleaver precinct. CoV to have follow-up meeting with the RSC in mid-June to review the marketing and consultation plan and finalise the consultation leaflet. Consultation is expected to last 4 weeks, once the feedback is collated a report will be prepared for Council to consider way forward.

JH mentioned possibility of 40kMH graphic panels on road rather than pole signs.

**ACTION AM/CW/FS**

##### 3.2 Brisbane St/William St Two Way conversion

CW provided a project status update. The City of Perth (CoP) and MRWA have for the past year been trialling reduced traffic signal cycle times to create more efficient traffic flows in the CBD and asked that road conditions were not altered during this period. As a consequence, the project has not progress in 17/18. Further, CoP will be preparing a report to their Council regarding the results. However, there is no reason that the project can't now proceed in 18/19.

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*Queries/Apologies to Tracy Hutson on Phone: 9273 6006 or  
 Email: [umag@vincent.wa.gov.au](mailto:umag@vincent.wa.gov.au)*



CITY OF VINCENT

MRWA signal changes, line marking and signs should take about 3 months to coordinate from date of order. The City will, in conjunction with the CoP and MRWA, develop a marketing plan to provide the public with sufficient warning and information prior to the changeover, which is typically done on a Sunday morning.

**ACTION CW**

### 3.3 Update on Previous Agenda Items

#### 3.3.1 Works Program Progress

Bike Boulevard Phase Two:

Scarborough Beach Road and Shakespeare intersection median island works happening weekend of 9-10 June. Major profiling and asphaltting works on all legs of the route are programmed for 11-29 June. Works are progressing well however some elements and funding will be carried over to the 2018/19 Financial Year.

#### 3.4 Westcycle Update

PT to present at the next meeting.

#### 3.5 WALGA/Road Safety Report

KC presented road stats and advised of upcoming Road Safety Leadership program. Also discussed the results of the City of Melville/Leeming bike path works (new system to slow down riders). Results are being collated and to be reported soon.

## 4 General Business

### 4.1 SS – Construction impacting upon pedestrian access.

SS discussed the number of development sites along Fitzgerald Street and how pedestrians (and perhaps wheelchairs) have had to risk walking on the carriageway due to uneven surfaces or blocked paths. CW is to follow up with Rangers regarding safe access on footpaths abutting construction sites – this is relevant to all areas of Vincent.

**ACTION CW**

## 5. Close / Next Meeting

Meeting closed at 6.50pm

Next meeting: 16 July 2018

These minutes are confirmed as a true and accurate record of the meeting of the Urban Mobility Advisory Group (UMAG) held on 28 May 2018.

Signed: ..... Chairman

Dated this:.....day of.....2018

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*Queries/Apologies to Tracy Hutson on Phone: 9273 6006 or  
Email: [umag@vincent.wa.gov.au](mailto:umag@vincent.wa.gov.au)*



**10      MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**11      REPRESENTATION ON COMMITTEES AND PUBLIC BODIES**

**12      CLOSURE**