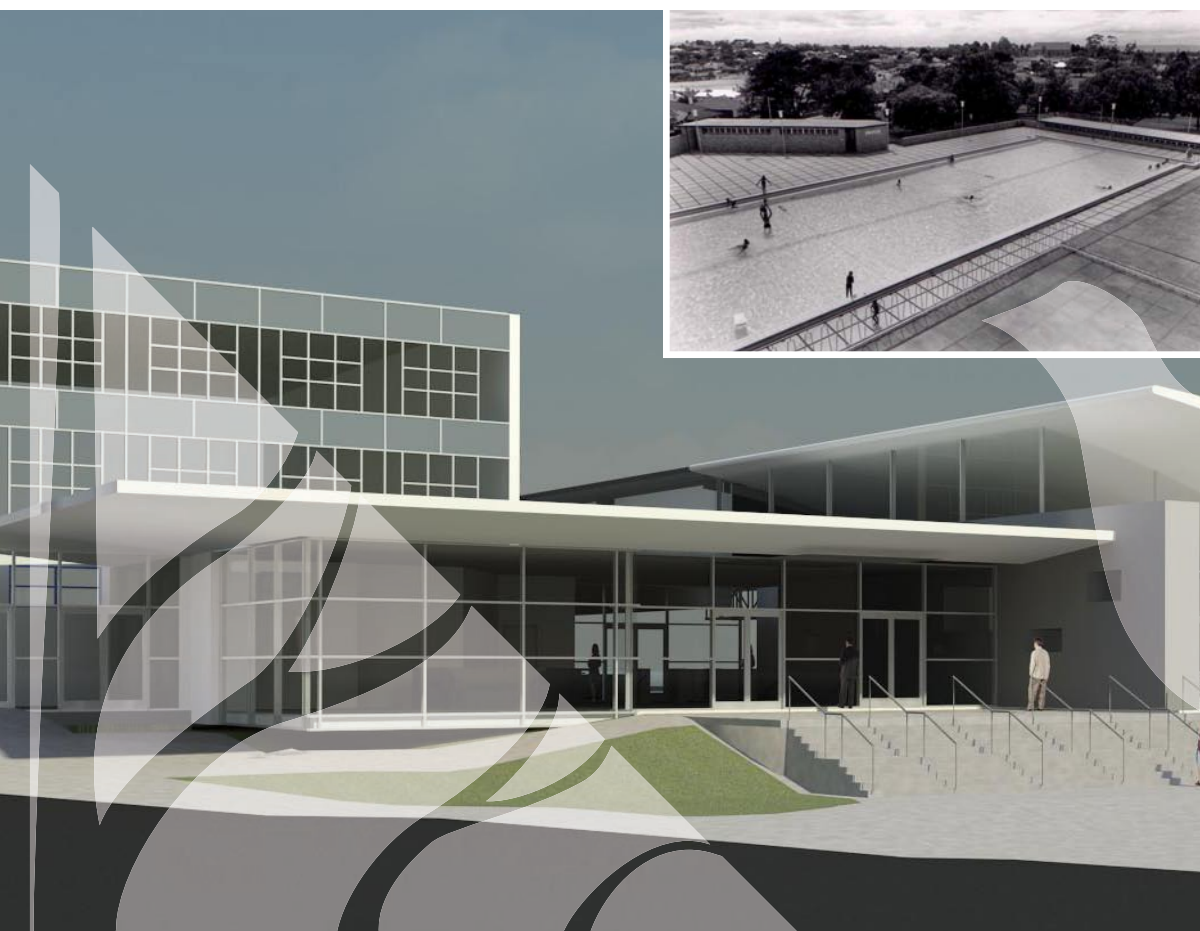




# Annual Report 2010-2011

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TOWN OF VINCENT

# TOWN OF VINCENT

'Enhancing and celebrating our diverse community'

## Our Vision

The vision statement is *what we are striving to become*, what we will look like in the future. Based on accomplishing key strategic challenges and the outcomes of Vincent Vision 2024, the Town's vision is:

***A sustainable and caring community built with vibrancy and diversity***

## Our Purpose

The purpose defines the *business we are in*. It describes our reason for being, and the services and products we provide.

Our purpose is:

***To provide and facilitate services for a safe, healthy and sustainable community***

## Our Guiding Values

The guiding values of Town of Vincent are those that describe how we want to operate, and all employees are strongly encouraged to align and work to these values.

### **Excellence & Service**

We aim to pursue and deliver the highest possible standard of service and professionalism to the Vincent community.

### **Honesty & Integrity**

We are honest, fair, consistent, accountable, open and transparent in our dealings with each other and are committed to building trust and mutual respect.

### **Caring & Empathy**

We are committed to the well-being and needs of our employees and community and value each others' views and contributions.

### **Innovation & Diversity**

We encourage creativity, innovation and initiative to realise the vibrancy and diversity of our vision.

### **Teamwork & Commitment**

Effective teamwork is vital to our organisation and we encourage co-operation, teamwork and commitment within and between our employees and our business partners and community.

## Plan for the Future and Town of Vincent Strategic Plan 2009-2014

The Town's Plan for the Future and Strategic Plan 2009-2014 was developed in consultation with major stakeholders including the local community, Council Members and Town employees. The Plan for the Future and Strategic Plan incorporates the Town's vision, purpose, guiding values and strategic objectives. The Strategic Plan addresses four strategic objectives:

### Natural and Built Environment

*Improve and maintain the natural and built environment and infrastructure*

As a leader in environmental sustainability, the Town continues to promote and enjoy a lifestyle which encourages and celebrates social and economic sustainability.

To ensure a sustainable community, the Town provides and maintains our unique built environment.

### Economic Development

*Progress economic development with adequate financial resources*

The Town will pursue economic and development opportunities to ensure the future financial sustainability of the Town and its business community.

### Community Development

*Enhance community development and well-being*

The Town is contributing to a positive future for its community by providing a safe environment that meets the changing expectations of our community.

The Town will continue to develop facilities and programmes to meet the needs of our community whilst enhancing and celebrating our diversity.

### Leadership, Governance and Management

*Ensure good strategic decision-making, governance, leadership and professional management; supported by a positive and desirable workplace with technology for business improvement*

The Town will operate in a responsible, efficient and accountable manner using best practice in all our functions.

By ensuring that employees are informed and empowered, that there are clear lines of communication and encouraging employee participation at all levels of decision-making, the Town will maintain good leadership through positive management.

The Town recognises the importance of proactive, responsive and collaborative leadership and the development of organisational capabilities in achieving our objectives.

*Throughout this Annual Report references are made to actions in the Plan for the Future and Strategic Plan 2009-2014 (shown in italics).*

## CONTENTS

Mayor's Report .....	2
Chief Executive Officer's Report .....	4
Your Councillors.....	6
Council Information.....	7
Executive Officers .....	10
Chief Executive Officer's Division.....	11
Corporate Services.....	15
Development Services .....	29
Technical Services .....	36
Performance and Workload Indicators ..	42
Competition Principles Agreement .....	62
Town Profile.....	63
Town Map.....	65
Pie Charts.....	66
Financial Reports .....	67



Front cover: Built for the 1962 British Empire & Commonwealth Games, Beatty Park Leisure Centre has been an icon in the WA community for almost fifty years – from fostering Olympians to teaching thousands of children how to swim. A \$17 million redevelopment of the Centre has been approved and works are set to get underway in the new year. Above is an artists' impression of the redeveloped Centre.

# MAYOR'S REPORT



## Mayor Nick Catania

Elected May 2001  
Re-elected 2003 & 2007

Once again it has been a busy year and it is pleasing to report that your Town has been successfully delivering the services and facilities that we can all enjoy through our regular programmes whilst also ensuring that the long-term sustainability of our Town is addressed through strategic planning. I am delighted to advise that as of 1 July 2011, the Town of Vincent will be known as the City of Vincent as our Town has met the requirements for city status. This change in designation reflects the growth of Vincent and the underlying sustainability of our Town that has been achieved through thoughtful planning and excellent management of our resources.

### Beatty Park Redevelopment

It is with great excitement that I advise that the much-anticipated redevelopment of Beatty Park was approved by the Council this year with works set to commence in the new financial year. The Council approved the staged redevelopment of the Centre and the final working drawings. Being cognisant of our environmental sustainability objectives, the decision was also made to install geothermal heating and the works will be undertaken as part of Stage 1.

The \$17 million redevelopment will see the incredibly popular leisure centre updated with greatly improved facilities to cater to our patrons' needs today and into the future. I am very much looking forward to the start of works – Beatty Park is a fine asset for our ratepayers and also an iconic facility in WA which is much deserving of a major revamp as its fiftieth anniversary fast approaches.

### Hyde Park Update

The restoration of Hyde Park Lakes has required very careful consideration and planning in order to ensure that the right decisions are made for the long-term viability of one of our most recognisable assets. The year has seen experts engaged to consider many aspects of the restoration and progress is being made with a view to a final masterplan being approved in the new year and works to commence in 2012.

### Partnerships

In order to ensure that our major projects can commence without undue strain on our finances, the Town partners with both the State and Federal Governments and private enterprise to deliver infrastructure works and programmes. Each year we work closely with our partners to redevelop our facilities (such as nib Stadium, Leederville Oval, the Loftus Centre, Hyde Park and now Beatty Park) and

initiate many events and programmes such as our street festivals that have seen us partner with not only government agencies but also the local business communities (the North Perth Community Bank for the Angove Street Festival and the Beaufort Street Network for the Beaufort Street Festival). These partnerships not only aid the viability of our projects but also represent our efforts to support and work with our local businesses to engage our community and also our strong working relationship with the State and Federal Governments and their agencies for the benefit of the greater community.

### Community Events

Each year I am delighted to be involved in many wonderful events where so many from our diverse community get together to celebrate the enviable Vincent lifestyle. Our events and programmes are a great reflection of our community's spirit and each year there is an extensive calendar of events offering something for most of us: from the annual Christmas Community BBQ to the always moving commemoration of Anzac Day (the Wall of Remembrance was also installed this year as a testament to those who have served and those serving our country); educational and fun school holiday activities to the celebration of our multicultural heart which is Harmony on Hyde; our engaging Creative Conversations programme and Visions of Vincent Photographic Workshops that bring out our community's artistic side to our thought-provoking Library Forums; the toe-tapping Summer Concert Series to the Film Project Screening; our local history workshops which help explore not only Vincent's heritage but that of our local families and homes to our Carers' Appreciation Lunch; and many other events covering such diverse topics as environmental awareness and action, walking tours, pet microchipping days and community safety.

I am immensely proud that our street festivals continue to expand into the various town centres throughout Vincent and that each festival is more popular than the one before it. This year the streets came alive in Perth with the William Street Festival which showcased our multicultural roots and our emerging arts scene, partnering with the Beaufort Street Network the Beaufort Street Festival was a great success reflecting the incredible popularity of this eclectic hub and the Angove Street Festival once again drew thousands and this year we partnered with the North Perth Community Bank to bring the festival to fruition.

As in previous years I was very pleased to be included in the community safety initiatives and also the launch of MenuWise – kilojoule labelling initiative. MenuWise is a first in WA and is a great step forward in helping patrons of Vincent's food businesses to make informed choices as the total kilojoule content of all food and drink items are listed on participating food businesses' menus. It was an honour to join the Minister of Health, the Hon. Dr Kim Hames MLA, for the launch at the



inaugural accredited food business – our own Café Vincent at Beatty Park Leisure Centre.

Each year the Town offers a number of awards and competitions for our community and this year was no exception with the Local History Awards, Garden Competition, Building Design and Conservation Awards and the Film Project.

Special mention is also made to the launch of our latest local history book – *Early Businesses of Vincent: a local history*. Vincent has an incredible history stemming from the earliest days of settlement to some of the most ambitious developments being planned for the future and at the heart of this involvement are our local businesses (from the smallest corner store to the multinational companies that have called Vincent home). This book is a celebration of all those local pioneers who provided both essential services and also the luxuries afforded to the growing Vincent population. It was a joy to launch the book with Dr Felicity Morel-Ednie Brown and to see so many of the families represented in the book attend the very successful event.

### The Next Twelve Months

Once again the new year will be a very busy time for your Town as we become a City and continue to provide the services and programmes that we have worked hard to develop and deliver.

In October 2011 there will be a local government election and I would like to take this opportunity to thank you all for the support I have received over the years. It has been a privilege to represent your interests for the last ten years and being your Mayor (the third and last for the Town of Vincent and inaugural one for the City of Vincent from 1 July 2011) has been both professionally and personally rewarding. Vincent holds a special place in my heart and I am truly proud to have been able to be a part of so many outstanding projects – be they major infrastructure developments or one of the many initiatives that have



Almost 1,000 people attended the ANZAC Day Commemoration at Axford Park. The new Wall of Remembrance, featuring ten specially commissioned bronze plaques of the insignias of the defence corps – Navy, Army, Airforce and Merchant Navy – and commemorating each war in which Australians have served, was blessed during the ceremony. Mayor Nick Catania is pictured with Mount Hawthorn RSL members Barry Solomon (Secretary), Charles Schofield (President) and Tom Kinnaird at the Wall before the plaques were installed.



The \$17 million redevelopment of Beatty Park Leisure Centre has been approved and works on the aquatic centre are set to commence in the new year. Pictured on-site are CEO John Giorgi, Mayor Nick Catania, the Hon. Colin Barnett MLA, Premier of Western Australia, the Hon. Terry Waldron MLA, Minister for Sport and Recreation and Beatty Park Leisure Centre Manager Dale Morrissy.

been introduced for our community members. Working with the councils and the administration over the years a legacy of financial prudence, community first and inclusiveness has been nurtured and promoted and I have no doubt that these good works will continue in the future as Vincent continues to grow and prosper in the years ahead.

### Appreciation to Chief Executive Officer, Directors and Officers

On behalf of the Council, residents and ratepayers of the Town, I would like to say thank you to Chief Executive Officer John Giorgi, Directors Rob Boardman, Mike Rootsey and Rick Lotznicker and the Town's officers for their hard work during the last twelve months.

I appreciate the professionalism and dedication of all of the Town's employees in helping to create a sustainable and enviable municipality and it is reassuring to know that the administration of your Town is in good and most capable hands.

I am looking forward to working on behalf of local residents, ratepayers, businesses and visitors to the new City of Vincent.

A handwritten signature in black ink that reads "Nick Catania".

**NICK CATANIA, B.Ec., JP  
MAYOR**

# CHIEF EXECUTIVE OFFICER'S REPORT



It is with pleasure that I report on a busy and most successful year. The Town has continued to consolidate its position as a leading local government with significance and has been acknowledged as a leader in a number of areas. This success is a direct result of a concerted effort to develop the Town's practices and procedures in order to meet the diverse needs of its ratepayers, residents and visitors, and the many expectations placed upon it.

## Awards

It is pleasing that the Town has received a number of significant awards which acknowledge the Town's expertise and achievements in these areas. These awards are referred to throughout the report. The following is a summary of significant achievements.

2010:

- *National Awards for Local Government* – winner in the Excellence in Alcohol Management Category for the Vincent Liquor Accord. The Award recognises councils who work collaboratively with their community to respond to local alcohol issues.
- *Swim Australia Annual Awards* – Beatty Park Leisure Centre Swim School was awarded the prize for Outstanding Community Service for the work it does in the Angelfish Programme for people with disabilities.
- *2010 WALGA Honours* – Chief Executive Officer John Giorgi was awarded a Certificate of Appreciation recognising his thirty-nine years in local government.
- *2010 Local Government Banners in the Terrace Competition* – winner Best Digital/Professional category with a work by Chris Williamson based on the Wetlands Heritage Trail.
- *2010 Pool Lifeguard Challenge* – Beatty Park Leisure Centre's Lifeguard Team overall winners.

2011:

- *2011 Heritage Council Western Australian Heritage Awards* – High commendation in the Outstanding Heritage Practices by a Local Government category. The Award recognises local governments that demonstrate an outstanding whole of agency approach to the commitment and promotion of cultural heritage and/or heritage-related work, services or programmes in Western Australia.
- *2011 National Mobile Muster Local Government Awards – Finalist in the National Excellence Award.* The Award is presented to the council that has proactively promoted and creatively engaged their community for the recycling of old mobile telephones.

## Organisational Management

*4.1 Provide good strategic decision-making, governance, leadership and professional management*

### Governance and Compliance

It is pleasing to again report that the Town did not report any governance or compliance issues, as reported to the Department of Local Government (DLG) in the Annual Compliance Return 2011. In addition, all auditors' reports were positive and did not identify any major concerns. It is considered that the governance and statutory compliance of the Town is at a very high standard.

### Plan for the Future/Strategic Plan

The Strategic Plan forms the basis of the Town's strategic direction and includes many of the Annual Capital Works programmes and provides guidance for the Town's Administration. The Plan for the Future/Strategic Plan was completely reviewed in early 2011 and adopted by the Council on 14 June 2011. Quarterly reports were submitted to the Council.

### Council Policies

The annual review of the Policy Manual continued – three policies were rescinded, five were re-adopted without change, ten were re-adopted with amendments and seven new policies were adopted.

### Delegated Authority Register

A comprehensive review of the Delegated Authority Register was undertaken which resulted in a more concise and detailed Register. This was adopted by the Council on 13 July 2010.

### Local Laws

The complete review was carried out in-house in 2009. The *Local Government Act* statutory review will therefore not be necessary for another eight years. Significant amendments were made to the Parking Local Law, as a result of the implementation of the Car Parking Strategy.

## Infrastructure Development

*1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

### Leederville Masterplan

*2.1.7(a) Develop and implement the Leederville Masterplan*

This matter was originally reported to the Special Meeting of Council held on 2 July 2008. A Peer Review of the Masterplan objectives was approved and the results will be reported to the Council in August 2011.

## Rectangular Sports Stadium - Stage 2

### *1.1.6(h) Carry out the redevelopment of nib Stadium in partnership with the State Government and stakeholders*

On 21 May 2010 the State Government announced an \$82.5 million redevelopment of the Stadium. Numerous meetings having been held with the various stakeholders, including the Minister for Sport and Recreation, Department of Sport and Recreation, Rugby WA, Perth Glory Football Club and the Town's Manager, Allia Venue Management. At the time of writing this report no formal plans have been provided to the Town, as concepts are still being finalised.

In late 2010, the Town entered into formal discussions with the State Government concerning a long-term lease (twenty-five years, plus twenty-five year option) for the Stadium. At the time of writing this report, all matters have been agreed at officer level, subject to final approval by the Council. Negotiations are being carried out with the State Government and Allia to re-assign the Heads of Agreement.

## Beatty Park Leisure Centre Redevelopment

### *1.1.6(i) Implement the redevelopment of the Beatty Park Leisure Centre*

Planning for the redevelopment progressed throughout the year with the Council approving the final working drawings and the staged redevelopment. At the time of writing this report, a tender for the proposed redevelopment (construction and geothermal energy) was being carried out with the aim of awarding the tenders and works beginning in the new financial year.

## Regional Councils

### *1.1.4 Minimise negative impacts on the community and environment*

#### Tamala Park Regional Council

The joint owners, being the Cities of Joondalup, Perth, Stirling and Wanneroo and the Towns of Cambridge, Victoria Park and Vincent formed a Regional Council to control the land (other than that leased to the Mindarie Regional Council). This Regional Council met on a bi-monthly basis during the year and these were attended by the Mayor and CEO.

Work continued on the future land holdings at Tamala Park, which is a 432 hectare land holding about 30kms from the Perth CBD. The value of this land is estimated at approx. \$20 million net; however its final value will depend on any subdivision layout determined by the landowners. A total of 252 hectares is currently leased to the Mindarie Regional Council for use as a Regional Waste Facility. The Structure Plan for the land was adopted, with the CEO attending numerous meetings with the other member CEOs and consultants.



CEO John Giorgi and the Hon. Bill Marmion MLA, Minister for the Environment, stencilled the Drains to River message on local stormwater drains.

## Mindarie Regional Council

The Mindarie Regional Council (MRC), of which the Town is a member along with the Towns of Cambridge and Victoria Park and Cities of Perth, Joondalup, Stirling and Wanneroo, purchased 100 hectares of land at Neerabup as a site to contain the secondary waste treatment plant, which is now successfully operating. Unfortunately, as result of a price restructure for tipping fees, the City of Stirling commenced legal action in the Supreme Court to prevent the new fees being introduced. This action was successfully defended by the MRC and other member councils. Stirling subsequently chose to exit from the MRC. All member councils are now negotiating the terms and conditions applicable to the exit and this is expected to be progress during 2011-2012. The MRC met on a bi-monthly basis and these were attended by the CEO and Director Technical Services.

## Appreciation

I am pleased that both staff and Council Members have worked together for the benefit of the Town. I express my appreciation to Mayor Nick Catania and Councillors, and to the Directors, Rob Boardman, Mike Rootsey and Rick Lotznicker, for their support during the year, and to the Town's employees for their outstanding commitment and dedication in ensuring the future success of the Town and making it a special place in which to live.

**JOHN GIORGI**  
**B.App.Sc. (Env Health), FEHA, FLGMA, JP**  
**Grad.Cert.Public Sector Mgmt**  
**CHIEF EXECUTIVE OFFICER**



# YOUR COUNCILLORS

## SOUTH WARD



**CR ANKA BURNS**  
Elected 2007-2011



**CR SALLY LAKE**  
Deputy Mayor  
Elected 2003  
Re-elected 2007-2011

## NORTH WARD



**CR MATT BUCKELS**  
Elected 2009-2013



**CR STEED FARRELL**  
Elected 2003  
Re-elected 2007-2011



**CR WARREN MCGRATH**  
Elected 2009-2013



**CR JOSH TOPELBERG**  
Elected 2009-2013



**CR TARYN HARVEY**  
Elected 2009-2011



**CR DUDLEY MAIER**  
Elected 2005  
Re-elected 2009-2013



# COUNCIL INFORMATION

## Council Meetings

Council Meetings were held at 6.00pm on the second and fourth Tuesday of each month (except December 2010 and April 2011 when they were on the first and third Tuesday) at the Administration & Civic Centre, 244 Vincent Street (corner Loftus Street), Leederville. Special Meetings of Council were called to consider specific matters.

The meetings are open to the public and there is a public question time at the beginning of the meeting.

## Council Meeting Attendance

MEMBERS	ORDINARY COUNCIL MEETINGS ENTITLED TO ATTEND	ORDINARY COUNCIL MEETINGS ATTENDED	APOLOGIES	LEAVE OF ABSENCE	SPECIAL COUNCIL MEETINGS ENTITLED TO ATTEND	SPECIAL COUNCIL MEETINGS ATTENDED	APOLOGIES	LEAVE OF ABSENCE
Mayor Nick Catania	22	21	1	0	4	4	0	0
Cr Matt Buckels	22	22	0	0	4	4	0	0
Cr Anka Burns	22	20	2	0	4	3	1	0
Cr Steed Farrell	22	20	0	2	4	3	1	0
Cr Taryn Harvey	22	19	3	0	4	2	2	0
Cr Sally Lake	22	22	0	0	4	4	0	0
Cr Warren McGrath	22	18	1	3	4	4	0	0
Cr Dudley Maier	22	22	0	0	4	4	0	0
Cr Joshua Topelberg	22	19	0	3	4	3	0	1

## Forum Attendance

MEMBERS	FORUMS ENTITLED TO ATTEND	FORUMS ATTENDED	LEAVE OF ABSENCE	APOLOGIES
Mayor Nick Catania	13	9	0	4
Cr Matt Buckels	13	12	0	1
Cr Anka Burns	13	7	0	6
Cr Steed Farrell	13	3	1	9
Cr Taryn Harvey	13	6	0	7
Cr Sally Lake	13	13	0	0
Cr Warren McGrath	13	11	1	1
Cr Dudley Maier	13	13	0	0
Cr Joshua Topelberg	13	12	0	1

## Committees to which the Town has Delegates or Representatives

- Audit Committee (Delegates: Mayor Catania (*Chair*); Cr Farrell and; Cr Topelberg. Deputies: Cr Burns (*Chair*); Cr McGrath and; Deputy Mayor Cr Lake.)
- City of Perth Superannuation Plan Consultative Committee (Delegate: Director Corporate Services – *Representing Towns of Cambridge and Victoria Park.*)
- Leederville Gardens (Inc) Retirement Estate Board of Management (Delegates: Mayor Catania (*Chair*); Cr Harvey; Cr Maier; Director Corporate Services – non-voting and; Manager Community Development – non-voting. Deputies: Cr Burns (*Chair*); Cr McGrath and; Cr Buckels.)
- Local Government Association Central Metropolitan Zone (Delegates: Deputy Mayor Cr Lake; Cr Harvey and; CEO – non-voting. Deputy: CEO – voting for both Delegates.)
- Loftus Centre Management Committee (Delegates: CEO (*Chair*). Deputy: Director Corporate Services.)
- Loftus Recreation Centre Management Committee (Delegates: CEO (*Chair*) and; Director Corporate Services. Deputy: Manager Community Development or; Manager Financial Services.)
- Medibank Stadium (Leederville Oval) Ground Management Committee (Delegate: CEO (*Chair*). Deputy: Director Technical Services.)
- nib Stadium Management Committee (Delegates: Mayor Catania (*Chair*); Cr Farrell (*Deputy Chair*) and; CEO. Deputies: Cr Topelberg (*Chair*); Deputy Mayor Cr Lake and; Director Technical Services (*for CEO*.)
- Metropolitan Regional Recreation Advisory Committee (NMRRAC) (Delegates: Cr McGrath and; Manager Community Development – non-voting. Deputy: Cr Burns.)
- Mindarie Regional Council (Delegates: Cr Farrell and; CEO – non-voting. Deputy: *Council to separately appoint a Deputy to act for each occasion when the Member is unavailable due to an anomaly with the Local Government Act.*)
- North West District Planning Committee (Delegates: Cr Buckels and; Director Development Services – non-voting. Deputies: Cr McGrath and; Manager Planning, Building & Heritage Services.)
- Swan River Trust (*only matters relating to Town of Vincent*) (Delegate: Cr McGrath. Deputy: Cr Harvey.)
- Tamala Park Regional Council (Delegates: Mayor Catania and; CEO – non-voting. Deputy: *Council to separately appoint a Deputy to act for each occasion when the Member is unavailable due to an anomaly with the Local Government Act.*)
- Vincent Accord (Delegates: Mayor Catania; Manager Health Services and; Senior Environmental Health Officer. Deputy: Cr McGrath.)
- Youth Council (Delegate: Cr Topelberg and; Community Development Officer. Deputy: Cr Burns.)

## Advisory Groups

The Town also has the following Advisory Groups to advise Council on specific matters:

- Aboriginal Liaison (*Occasional*)
- Art
- Heritage
- Local Area Traffic Management
- Safer Vincent Crime Prevention Partnership
- Seniors
- Sustainability
- Town of Vincent Garden Awards (*Occasional*)
- Town of Vincent Building Design and Conservation Awards (*Occasional*)
- Universal Access.

The Terms of Reference were revised in June 2011. Three new Advisory Groups were created:

- Business Liaison and Economic Development
- Healthy Vincent, Sport and Recreation
- School Principals' Liaison.

## Good Governance

### Audit Committee

The Audit Committee is formally appointed by the Council and assists Council and the Town's Administration to assure itself that within the organisation there are appropriate and effective accounting, auditing, internal control, business risk management, compliance and reporting systems, processes and practices. The Audit Committee did not identify any adverse findings for the financial year.

### Local Government (Rules of Conduct) Regulations 2007

These regulations require the reporting of various offences by Council Members, as prescribed by the Regulations. Council Members must comply with their obligations under the *Local Government Act 1995* and subsidiary legislation. Complaints about Council Member conduct are to be made to the Complaints Officer who, in accordance with section 5.120, must be a designated senior employee. The Town's Complaints Officer is the Chief Executive Officer. It is pleasing to report that for the 2010-2011 financial year no complaints were received concerning Council Members and, therefore, no reports were necessary.

### Code of Conduct

The Council's Code of Conduct prescribes the standard of conduct and behaviour expected of the Council Members and all employees. The Code is required to be reviewed within twelve months of each Ordinary Election.

The Code, which was originally adopted at the Ordinary Meeting of Council of 26 August 1996, has been reviewed on a regular basis. The latest Code was re-adopted on 9 February 2010.

There were two minor complaints against a Councillor for a breach of the Code of Conduct. Both complaints were upheld and were satisfactorily resolved.

### Register of Financial Interests for Council Members and Senior Employees

The requirements of the *Local Government Act 1995* in reporting the financial interests of Council Members and Senior Employees were complied with.

This register was implemented on 1 July 1997 in accordance with the requirements of the *Local Government Act 1995*. It is held in the Chief Executive's office and is available for viewing by the public.

### Public Interest Disclosure Act 2003

In accordance with the requirements of the *Public Interest Disclosure Act 2003*, the Town has established procedures to facilitate the making of disclosures under the Act.

These procedures set out the processes in place in respect to protected disclosures generally, to protect people from reprisals for making protected disclosures, and to provide guidance on investigations.

In the 2010-2011 financial year no disclosures relating to improper conduct were made to the Town and no disclosures were referred to the Ombudsman.

### Privacy Rights and Legislation

The Town views privacy compliance as an integral part of its commitment to accountability and integrity in all its activities and programmes. The Town is committed to compliance with the laws that deal with personal and health information about individuals that is stored or received by it.

Consequently, the Town will:

- only use personal information provided by an individual for the purposes for which it was collected and for any other authorised use;
- only disclose personal information to any third party (including other authorities) where authorised; and
- take all necessary measures to prevent unauthorised access or disclosure.

### Freedom of Information Act

The Town has been subject to the provisions of the *Freedom of Information Act* since its creation in 1994. The Act gives individuals and organisations a general right of access to information held by the Town. It also provides the right of appeal in relation to decisions made by the Town to refuse access to information applied for under the Act.

### Equal Opportunity

The Town supports, and is committed to, the achievement of its diversity management and equal opportunity goals. That means the Town is continually aiming to ensure that it provides a workplace free from all forms of discrimination, harassment and bullying and that there is equality and fairness in all aspects of employment and customer service delivery in the organisation.

Policies, practices and services are adapted to meet the needs of a diverse and evolving community and the Town reviews and updates all relevant policies annually to ensure they align with legislative requirements and the needs of the workforce.

These policies are:

- Equal Employment Opportunity Policy
- Workplace Bullying Policy
- Sexual Harassment Policy
- Internet Use and Email Policy.

### Record-Keeping Plan

A Record-Keeping Plan meeting the requirements of the State Records Office was adopted by the Council. The Plan is comprehensive and addresses all requirements and was approved by the State Records Commission on 23 March 2009. Further information is provided in the Information Systems report.

### Disability Access and Inclusion Plan

Local governments are required to prepare a Disability Access and Inclusion Plan in accordance with the prescribed standards for public access and infrastructure. The Plan is required to be submitted to the Disability Services Commission with project timetables that must be approved by the Commission. Further information is provided in the Community Development report.



In early 2011, having met the requirements to be designated a City, as prescribed by Section 2.4 of the *Local Government Act 1995*, the Town applied to the Minister for Local Government to have its status changed to that of City. The proposal was successful and from 1 July 2011 the Town of Vincent will become the City of Vincent. His Excellency, Mr Malcolm McCusker AO, QC, Governor of Western Australia made the official proclamation at a civic function. His Excellency is pictured with Mayor Nick Catania and CEO John Giorgi with the commemorative plaque.

# EXECUTIVE OFFICERS

The major responsibilities of the Executive Management Team are:

- Developing and reviewing specific strategies to support the adopted Strategic Plan
- Overseeing the preparation of the Annual Budget in conjunction with the Town’s operational areas
- Monitoring the progress of each of the Town’s operational areas towards attaining identified corporate goals, financial targets and non-financial performance indicators
- Implementation of Council decisions
- Overseeing and co-ordinating major projects.

The Executive Management Team meets formally each week.



The Executive Management Team (from left) Rick Lotznicker, Mike Rootsey, John Giorgi JP and Rob Boardman.

## Executive Management Team

**John Giorgi, B.App.Sc. (Env Health), FLGMA, FAIEH, JP Grad. Cert. Public Sector Mgmt**  
Chief Executive Officer

**Rick Lotznicker, NZC (Civil), Grad.Dip.Eng., MIPWEA**  
Director  
Technical Services

**Mike Rootsey, CPA, B.Bus, Post Grad (Accounting)**  
Director  
Corporate Services

**Robert Boardman, P.Grad Dip. Health Admin (Curtin), MAIEH, MLGMA**  
Director  
Development Services

- Town Administration
- Mayor and Councillor Liaison
- Council Meetings
- Governance and Policies
- Civic Functions
- Strategic Planning
- Public Relations
- Human Resources
- Customer Service
- Citizenship

- Engineering Services
- Parks and Property Services
- Recycling and Waste Management
- Asset Management and Design Services
- Works Depot

- Beatty Park Leisure Centre
- Community Development
- Financial Services
- Information Systems
- Library and Local History Services

- Planning, Building and Heritage Services
- Ranger and Community Safety Services
- Health Services
- Sustainability
- Economic Development

## Managers

**Jacinta Anthony**  
Community Development

**Con Economo**  
Engineering Operations

**Hunrhu Kek**  
Information Technology

**Jim MacLean**  
Ranger and Community Safety Services

**Dale Morrissy**  
Beatty Park Leisure Centre

**Elizabeth Scott**  
Library and Local History Services

**Annie Smith**  
Human Resources

**Helen Smith**  
Planning, Building and Heritage Services

**Bee Choo Tan**  
Financial Services

**Scott Teymant (Acting)**  
Health Services

**Jeremy van den Bok**  
Parks and Property Services

**Craig Wilson**  
Asset and Design Services



# CHIEF EXECUTIVE OFFICER'S DIVISION

## Human Resources

Manager: Annie Smith

### About Our Employees

The Town is committed to being an Employer of Choice and recognises the important contribution to be made by an experienced and skilled workforce in achieving the Town's goals. The Town's premise is that to sustain a high level of performance, the Town must provide an appropriate organisational environment, a means of ensuring the organisation is capable of meeting its goals, and the motivation to do so.

The Town is also aware of the need for a strategy to support Council's commitment to sustainability and the responsible governance of economic, environmental and social issues. This requires a holistic approach to organisational health, safety, diversity and well-being and the implementation of programmes that support a work/life balance for the Town's employees.

### Equal Opportunity

The Town has corporate goals to raise the profile of equal opportunity and affirmative action within the organisation. These goals ensure that all employees enjoy a workplace that is free from harassment and discrimination and that they have access to a fair and efficient grievance review process.

The Town's Equal Opportunity Management Plan 2008-2011 addresses the requirements of the *Equal Opportunity Act 1994*. These requirements state that the Town is to develop EEO and Diversity goals and strategies.

### Recruitment

#### 4.2.4 Attract and retain quality employees

The Town's employee turnover for 2010-2011 increased slightly from 15.05% to 16.13%. The increase can be attributed to a number of employees retiring and not returning from Maternity Leave.

### Employee Development and Training

#### 4.2.2 Improve employee performance, recognition and reward

Performance Reviews continue to be conducted on an annual basis and as part of this process an employee's training requests/needs are highlighted.

The Town also has a generous Study Leave and Assistance Policy and the number of employees taking up studies and benefiting from the policy has been gradually increasing.

### Recognition of Employees

#### 4.2.2 Improve employee performance, recognition and reward

The Employee Recognition Policy formally recognises and thanks commendable employees for their contribution during their employment with the Town in areas such as:

- Long and continuous employment – recognises employees who have completed 5, 10, 15 and 20+ years of service
- Achievements – recognises an employee who has accomplished a significant achievement related to the performance of their duties
- Annual Employee Awards – employees are nominated by fellow employees or members of the public.

The Annual Employee Awards continue to be well supported and received.

### Occupational Safety and Health

#### 4.2.3 Promote employee satisfaction and well-being, and a safe and positive workplace

The Town's Safety and Health Committee continued to meet on a regular basis throughout the year. Relevant training sessions, including safety inductions, are conducted on an on-going basis for all employees.

The Town has an Occupational Safety and Health Management Plan 2008-2011 with the aim of achieving best practice in occupational safety and health by building a safety culture dedicated to minimising risk and preventing injuries and ill health to employees, contractors and the general public – ensuring all can operate in a safe and healthy environment whilst in the workplace.

### Workers' Compensation

As the Town's Workplace Injury Management Co-ordinator, the Manager Human Resources delivers injury management information sessions to new employees.

The number of workers' compensation claims remained almost on par with the previous year with ten claims (in the previous year there were eleven claims). After a spike in lost time days the previous year, due to claimants having surgery (107 days), the number has reduced to 13.8 days which is consistent with the figures for the past ten years.

### Employee Assistance Programme

The Town provides all employees with access to an Employee Assistance Programme. This programme provides free confidential counselling to employees, Council Members and their immediate families. This programme continues to be well patronised with utilisation during this financial year being 4.84%, with eight referrals overall.

## Local Government (Administration) Regulations – Reporting of Salaries over \$100,000

The *Local Government (Administration) Regulations* require local governments to report in their annual reports the number of employees with a salary of \$100,000 or more and for the number to be shown in each band of \$10,000 over \$100,000.

Salary Range	Number of Employees Receiving Salary
\$100,000-\$109,999	0
\$110,000-\$119,999	0
\$120,000-\$129,999	0
\$130,000-\$139,999	0
\$140,000-\$149,999	3
\$150,000-\$159,999	0
\$160,000-\$169,999	0
\$170,000-\$179,999	0
\$180,000-\$189,999	0
\$190,000-\$199,999	1



The Town and Beatty Park Leisure Centre are very pleased about a trend happening at the Swim School – former students are returning as teachers. A number of the enthusiastic swim instructors attended lessons at Beatty Park as students and several others trained and competed with the City of Perth Swimming Club based at the Centre. Long-term teachers are now working alongside their past students and they have changed their role from being instructor to acting as a mentor for the new teachers – resulting in a friendly and supportive team environment.

## Industrial Relations

It is pleasing to report that the Town has continued to maintain an industrial dispute-free record, with no industrial disputes reported since the creation of the Town on 1 July 1994.

## About our Employees

Item	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11
Full Time Equivalent Employees	182	184	192	192	192	196	196	196	186	186
Employee Turnover %	12.64	13.26	12.5	12.95	16.00	18.88	19.9	12.24	15.05	16.13
Absenteeism (Sick Leave only) – total number of days taken	708	888	845	972	1,113	1,118	1,151	963	1,191	1,040
Absenteeism (Carer's Leave only) – total number of days taken								72	90	129
Absenteeism (Carer's Leave and Sick leave) – average number of days per employee	3.89	4.91	4.4	5.08	5.77	5.7	5.87	5.44	6.88	6.29
Number of Workers' Compensation Claims	18	22	12	13	9	8	17	12	11	10
Lost Time Injury Days	50	1	0	5	0	0	14	13	107	13.8
Employee Assistance Programme – Utilisation (number of referrals)	11	9	10	18	4	7	5	5	10	8

## Communications

**Communications Officer: Natalie Greaves**

Communications encompasses PR/Marketing and Customer Service Centre functions.

### Public Relations/Marketing

The aim of PR/Marketing is to maintain and enhance the profile of the Town through strategic public relations advice, planning and programmes and marketing/promotional campaigns and initiatives.

*3.1.3 Determine the requirements of the community and focus on needs, value, engagement and involvement*

*3.1.4 Continued implementation of the principles of universal access*

*4.2.1 Provide quality services with the best use of resources*

Recognising the diversity of the Vincent community, numerous channels of communication are utilised to engage and inform the audiences. The Town continues to distribute printed materials such as the *Town of Vincent News* – a quarterly newsletter featuring a range of articles of interest to Vincent residents and businesses and including pages dedicated to Library & Local History News, Celebrating a Safer Vincent, Healthy Vincent, Beatty Park News and Heritage News – along with various marketing materials promoting up-coming events and initiatives. This traditional medium is complemented by an increased community use of web-based technology and on 1 June 2011 the Town's new website went live. The new site is more user-friendly, provides a comprehensive compilation of information and allows for greater interaction by users. With the increased use of the Internet, the Town now directs members of the community to our website to find out about living in, running a business in and experiencing Vincent and encourages the use of the site to obtain the most up-to-date information and provide feedback.

Responding to the changing preferences for communication through online channels, the Town will be investigating the introduction of social media and other electronic communication options. Despite this push towards electronic communication, the Town continues to provide information in formats that suit the needs of individuals and the community is always welcome to call or come into the Customer Service Centre for assistance.

*4.1.4 Focus on stakeholder needs, values, engagement and involvement*

Stakeholder relations is a key focus and communications strategies are developed to inform and engage the target audiences using the most effective communication tools and messages to deliver outcomes.

Community consultation is a priority for the Town and this is reflected in the amendments to the policy which have resulted in greater consultation being

undertaken. The Town's website also caters for this heightened focus on consultation and community engagement holds prominent positions across the site.

In June 2010, 482 Vincent ratepayers took part in an independent hard-copy Customer Perceptions Survey to measure the Town's performance in a number of areas. Amongst those surveyed the overall satisfaction with the Town was seventy-three per cent – with a number of services (including waste and recycling, Library & Local History Centre, Beatty Park Leisure Centre, sport and recreation facilities, streetscapes and parks, festivals/events/cultural activities) rating highly. The survey provided insight into a number of areas (such as planning and building, parking and traffic management) where there is a perception that the Town could do more and ways to better manage service delivery are being investigated and implemented to ensure continuous improvement.

Media relations is a primary focus for Communications and the Town has continued to enjoy a close working relationship with local, State and national media outlets. The Town has a high media profile and is sought out by journalists, reporters and other industry professionals working across all media. Selective media engagement and collaborative and mutually respectful media liaison has ensured that the Town has been professionally presented in the media and good coverage has been achieved for the numerous events, programmes and initiatives of the Town.

*2.1.1 Promote the Town of Vincent as a place for investment appropriate to the vision for the Town*

Despite the generally negative global economic conditions, which are also evidenced in downturns across a number of sectors in Australia, the Town has continued to position Vincent as a place for investment and has continued to produce targeted communications across a range of mediums. Reflecting the economic and social climates, the Town has undertaken subtle strategic advertising and sponsorships to help promote Vincent as a location of choice. These efforts to keep Vincent top of mind amongst various stakeholders/potential investors will be increased when appropriate conditions again prevail and cost-effective opportunities arise.



The Town maintains a high media profile and is at the forefront of local and State-wide matters of interest. Early in the new year the Town was pleased to host a media conference for the WAFL v VFL match being played next door at Medibank Stadium (Leederville Oval). L-R: WAFL vice-captain Jason Salecic, WAFL state coach John Dimmer, Mayor Nick Catania, VFL state coach Gerard Fitzgerald and VFL captain Brett Johnson.



### Customer Service Centre

The Town strives to meet and exceed the expectations of our customers – residents, business proprietors, visitors, partners, suppliers and other stakeholders – and is committed to providing excellence in customer service. Being the focal point of information dissemination, the Customer Service Centre is the first point of contact between external customers and the different service areas that operate within the Town. Each member of the Customer Service Centre team is committed to customer satisfaction and aims to ensure that queries are communicated and handled efficiently and effectively.

#### 3.1.4 Continued implementation of the principles of universal access

The Customer Service Centre utilises a number of different services to ensure that access principles are adhered to including the provision of information in formats to suit customers' specific needs. Staff are able to access an interpretation service for the hearing impaired and the Customer Service Centre is an accessible facility.

#### 4.2.1 Provide quality services with the best use of resources

The members of the Customer Service Centre team are multi-skilled and all members are able to support one another during busy periods. Customer Service Centre team members also provide considerable assistance to employees across the Town by assisting with administrative tasks and by stepping in to various roles when required.

#### 4.2.4 Attract and retain quality employees and encourage career development

There has been some difficulty in retaining skilled staff at the Customer Service Centre this year. A considerable amount of time is required to train staff in certain areas, particularly the processing of planning and building applications, and there has been a trend whereby new employees have received comprehensive training and then moved onto other service areas

within the organisation or to alternative employers. Despite the disruptions, it is pleasing that the level of service provided by the Customer Service Centre has not declined and the Town continues to receive positive feedback from both external and internal customers on service standards. Employee retention is being addressed with the aim of both attracting and retaining dedicated, knowledgeable and committed customer service professionals to ensure that the Customer Service Centre continues to provide excellence in customer service and exceed the expectations of the community.

### Elections

There were no elections this year.

### Citizenships

The Town conducts citizenship ceremonies on behalf of the Department of Immigration and Multicultural Affairs. This involved preparing administrative paperwork, contacting recipients and hosting the ceremony.

During the year, four citizenship ceremonies were held with a total of 119 recipients plus seven children. In addition, eleven recipients plus one child became Australian citizens in private ceremonies conducted by the Mayor or Chief Executive Officer. A total of 138 residents became Australian Citizens.



On Australia Day 2011 the Town proudly announced the winners of the Premier's Australia Day Active Citizenship Awards. The awards celebrate those individuals and organisations that have given outstanding service to the Vincent community.

Ron Venables was awarded the prize for an Individual and Tennis Seniors WA President Kevin Fletcher accepted the award for a Community Group.



# CORPORATE SERVICES

Director: Mike Rootsey

## Financial Services

Manager: Bee Choo Tan

Financial Services aims to provide and improve financial management for the Town. The preparation of the Annual Budget and the Annual Financial Statements are the major outcomes for the service area. Financial Services strives to provide timely and accurate financial information whilst meeting statutory obligations and customer expectations. Financial controls are regularly reviewed to ensure data integrity.

The performance measures of the key result areas of Financial Management are highlighted in the Plan for the Future and Strategic Plan 2009-2014. The legislated financial performance ratios are specified in the Financial Statements for the year ended 30 June 2011.

### Statutory Reporting

*4.1. Provide good strategic decision-making, governance, leadership and professional management*

*4.1.2(a) Adopt 'best practice' to manage the financial resources and assets of the Town*

The 2010-2011 Annual Budget was adopted at the Special Council Meeting on 6 July 2010. Budget performance is closely monitored with material variances reported monthly to the Council.

The *Local Government Act* requires that at least one budget review be conducted in a financial year; the Town completed one at the end of December 2010 and this was reported to the Council on 22 February 2011.

The Annual Financial Statements for the year ending 30 June 2011 received an unqualified report from the auditors.

### Rates

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner*

*4.1.2(d) Review policies on governance and management monitor performance and achievements of the Town and Council through benchmarking of key performance indicators*

Rates are the principal source of revenue for the Town. The revenue generated from rates was \$21,101,600 which represents 55% of total operating income.

In 2010-2011 the Town adopted a single general rate of 7.43 cents in the dollar of Gross Rental Value of the property and the minimum rate fee of \$599 was applied. The Town's rates remain competitive in the metropolitan region.

The rates outstanding as at 30 June 2011 represent 0.59% of the collectable income compared to 0.23% in the previous financial year.

### Investments

*4.1.3 Plan effectively for the future*

The improvement in the financial market has resulted in a 24% increase in investment revenue. The average return on investment for the Town has increased from 5.45% as at 30 June 2010 to 5.97% as at 30 June 2011. The Town's investments are secure and have been invested in accordance with the Investment Policy.

### Corporate System

*4.1.4 Focus on stakeholder needs, values, engagement and involvement*

Last year Financial Services reviewed the Charter of Accounts, which was created in 2002. A new charter is currently being designed to improve the financial and management reporting. The redesign and implementation of this project will be completed in 2011-2012 and will significantly improve efficiency in this area.

This year a review was undertaken of each category of trust receipt. As required by the *Trustee Act 1962* the trust items are now held in a trust bank account.

### Service Area Improvements

*2.1.5 Develop business strategies that reduce the reliance on rates revenue*

This year Financial Services reviewed and updated the Purchasing Policies and the tender evaluation process to improve efficiency and ensure transparency and compliance with the standards.

The Highgate State Underground Power Debtors is in its fourth year. There are currently 474 residents/debtors who have chosen the instalment method of payment (instalments made over ten years), this represents 33.7% of the 1,406 properties in the underground power area. The current collectible amount of \$739,900 represents 17.92% of the initial charge raised in 2008.

### Audit

*4.1.2 Manage the organisation in a responsible, efficient and accountable manner*

A Financial Management Review was undertaken in March 2011 under section 5(2) c of the *Local Government (Financial Management) Regulations 1996*. The internal audit review was undertaken in the areas of Fringe Benefit Tax, Rates, Investment and Reserve Funds.

The auditors reported that the overall effectiveness of the financial management systems and procedures surrounding the areas covered by the review are sound and appropriate for the Town's current level of operation.

## Community Development

**Manager: Jacinta Anthony**

Community Development continues to develop and organise a diverse range of programmes and events to meet the needs and expectations of the community. Resources are focussed on ensuring value for money, integral service delivery outcomes, and referrals and advocacy for other service organisations within Vincent.

### Recreation

#### *3.1.1 Celebrate and acknowledge the Town's cultural and social diversity*

A range of physical activity initiatives have been developed as part of the Physical Activity Plan and continued across Vincent. The first winter sporting season has seen the benefits of the renovated Forrest Park and Britannia Reserve Clubrooms. A second phase of outdoor gym equipment has been installed in key parks across Vincent with key areas being linked by the Wetlands Heritage Trail.

As part of Seniors' Week a walk around Britannia Reserve was conducted together with a come-and-try Heartmoves. The Heartmoves programme is being conducted at the Loftus Community Centre as one of the Town's physical activity initiatives.

The Town promoted cycling to work as part of Bike Week 2011. A free breakfast for 108 participants was provided at Beatty Park Leisure Centre and there were give-aways and a demonstration of spin bikes. Town Officers worked in partnership with Cycling WA to ensure there were local state cyclists on-site during the popular event.

### Arts

#### *3.1.1 Celebrate and acknowledge the Town's cultural and social diversity*

Artist and designer Chris Williamson was commissioned by the Town to design a banner on the theme of the Wetlands Heritage Trail. The resulting work was displayed in the Banners in the Terrace Competition on St Georges' Terrace for Local Government Week in August 2010. The banner won the best digital/professional category.

Two sets of eleven Christmas banners were produced based on the artwork from children in Vincent's primary schools – Aranmore Primary School, Highgate Primary School, North Perth Primary School, Mount Hawthorn Primary School and Mount Hawthorn Education Support Centre. The resulting banners were displayed along Fitzgerald Street and Scarborough Beach Road in December 2010. The project was hugely popular with the participating schools and the banners greatly added to the festive Christmas atmosphere.

George Haynes was the selected artist for this year's drawing commission, wherein each year the Town commissions a drawing of an aspect of Vincent by an eminent artist. The completed drawing has joined the

two previously commissioned works on display in the Library & Local History Centre.

The recipient of the Visual Arts Scholarship for Mount Lawley Senior High School was Audrey Wade (\$500) and Rebecca Egan (\$500) received the Aranmore Catholic College scholarship.

In collaboration with the Film and Television Institute (FTI), the Town called for film-makers to apply to make short films in three different categories relating to Vincent. In February 2011, following a Summer Concert in Banks Reserve, the films were screened for an audience of 350-400 people.

The Wetlands Heritage Trail was successfully launched with the installation of the header signs, directional signs, brochures and the website. The Town has engaged Nature Tourism Services to create and fabricate another ten signs, nine of these will be secondary signs and one other will be a major header sign. The artwork has been completed and the fabrication and installation is due for installation in August 2011.

The following projects were implemented as part of the Percent for Art Scheme:

- Artwork by Emma Blake and Shirley Brownhill for 9-27 Robertson Street was approved in September 2010
- Artwork by Bridget Norton for 427-433 William Street was approved in February 2011 (value of \$15,000)
- Artwork by Johannes Pannekoek for 30 Summers Street was approved in April 2011 (value of \$14,000)
- Artwork by Margaret Dillon and Simon Gauntlet for 46-54 Cheriton Street was approved in June 2011 (value of \$91,000).

A cash-in-lieu artwork was commissioned in June 2011 by Glow Studios which will be located in Gladstone Park (value of \$16,000). The money for the project was received from the developers of 159 Lord Street.



A still from Luke Martin and Kate Separovich's short film *Three Old Ducks* – a charming comedy involving three senior Vincent residents which was commissioned as part of the annual Vincent Film Project.



On 20 March 2011 thousands flocked to William Street for the inaugural festival. Featuring cultural performances, world food, an eclectic line-up of bands and an array of street performers, the festival was a great success and a perfect reflection of the vibrant and multicultural precinct.

The second year of Creative Conversations (a project designed to highlight creative individuals living in Vincent and to share their skills, knowledge and enthusiasm with the broader community) saw a series of talks and workshops covering subjects as diverse as painting, film-making and the art and craft of writing drama held.

An art tour was organised to view Vincent's public art followed by gallery and studio visits. The tour proved to be a great success making the participants aware of how much public art there is across the suburbs, as well as providing an understanding of the amount of activity relating to the visual arts happening in Vincent.

In June 2011 "The Verticals" was approved as the design for the new Town entry statements. These will be located at five major entry points in Vincent and Glow Studio will design and fabricate the entry statements in the next financial year.

## Community Events/Programmes

### *3.1.2 Provide and develop a range of community programmes and community safety initiatives*

The Summer Concerts Live in the Park Series ran over four Sundays between January and March 2011. The artists were local musicians including Natalie Gillespie and the Graham Wood Quartet. A fun time was had by the hundreds of local families and friends who came down to picnic in the park. Highlights included the indigenous Bartlett Brothers who played before the screening of the short community films.

ANZAC Day commemorations have continued to grow with over 1,000 residents attending the service in Axford Park. This year the partnership between the Town and the Mount Hawthorn RSL marked a significant occasion with the unveiling of the Wall of Remembrance that gives recognition to the areas of conflict in which Australian men and women have served their country. Cast bronze insignias of the Navy, Airforce, Army and Merchant Navy were installed on the wall with funding assistance from the Department of Veterans' Affairs.

There were three major street festivals organised in Vincent at Beaufort Street, Angove Street and William Street. The events were held from November to April with each event attracting around 20,000 attendees. Significant funding assistance from Lotteries WA totalling \$54,000 was gratefully received for the events.

## Social Research and Planning

### *3.1.2 Provide and develop a range of community programmes and community safety initiatives*

The Town continued to work on implementing the Seniors' Strategy. The Transport Assistance Scheme, which is designed to assist vulnerable residents who have limited transport options available to them, continues to assist senior residents and people with disabilities.

A series of community workshops were implemented to ascertain the level of support for a community garden in Vincent. The workshops included a community garden bus tour and two interactive workshops to explore the level of support and discover the skills the community could provide for establishing and managing a community garden.

In January 2011 the Town sought expressions of interest from residents regarding the establishment of a Men's Shed to provide a place where men can build, tinker and talk in a friendly workshop environment. The response was enthusiastic, with a Steering Committee formed and the Town allocating \$40,000 to assist with the start-up. To date, the focus has been on the background tasks necessary for the shed to begin operation.

## Youth

### *3.1.2 Provide and develop a range of community programmes and community safety initiatives*

The Youth Needs Study continued throughout the financial year and is now in the final stages. The study will enable further development of targeted programmes to meet the needs of local young people.

Research and consultation also continued and included surveying high school students at Aranmore Catholic College, an online survey for 12-25 year olds (which was developed and promoted through youth agencies and through the media), youth focus group discussions, the Youth Interagency Forum which saw twenty youth agencies offering their input into local youth issues, the development of a Community Assets Audit of resources available to young people in Vincent and a demographic analysis of young people in Vincent.

A total of six grants to the value of \$4,210 were distributed to eligible young people aged 12-21 years as part of the Youth Development Grant programme in the 2010-2011 financial year. These funds provided assistance for projects such as a European music concert tour, an International Student Volunteers' trip to Costa Rica and attendance at an academic summer school programme at Oxford University.



A free workshop was held at YMCA HQ in Leederville during the October school holidays. Run by Music Rocks Australia and aimed at 10-15 year olds, participants learnt how to electronically create songs, beats and grooves, rap, sing and MC as well as how to record, mix and scratch on the turntables. The workshop, which was a great success, was organised in response to early results of the Youth Needs Study which indicated a strong interest in hip hop music.

The primary schools across Vincent joined in the annual Walk to School Day. There were hundreds of students that participated and a highlight was seeing the students from Highgate Primary school start their walk in Hyde Park and then walk back to school with their parents and the Mayor. The Town sponsored a free breakfast at each of the participating schools.

## Support for the Community

### *3.1.3 Determine the requirements of the community and focus on needs, value, engagement and involvement*

The Town sponsored seven local athletes aspiring to compete at an elite level. These included the sporting areas of gymnastics, basketball and cycling at an international and Olympic level.

A total of \$6,185 was provided through the Cultural Development Seeding Grants programme to encourage and enhance the diverse cultural activity in Vincent. Projects supported included the annual Arts on Oxford event with Aranmore College students, North Perth Primary and Kyilla Primary School Fêtes, Christmas Carols in Mount Hawthorn and Hyde Park, a Recycling Artist Workshop and a Multicultural Book Fair.

The Town was successful in aiding the North Perth Tennis Club to attain funding towards the refurbishment of the change-rooms. This will aid the Club in their preparations to host the International Tennis Seniors Competition.

Through the Community and Welfare Donations Scheme, \$38,234 was granted to twelve organisations providing community and welfare services to Vincent residents.

Taxi vouchers were issued to 286 residents at a value of \$20,120. Financial assistance to a total of \$1,777 was provided for eighteen residents to assist in a range of welfare needs. There were twenty-three residents requiring home visits during the year – these were mainly frail aged residents who required assistance to have services such as shopping and domestic help put in place (transport and gardening assistance were also required) and some of these residents required assistance and advocacy with accessing services offered by external agencies.

The Town assisted in the provision of Meals on Wheels services to an average of forty residents per month, with a total of 9,577 meals provided during the year.

The Town hosted a seminar on Enduring Powers of Guardianship and Advanced Health Directives targeting older residents in the community.



The Concerts Live in the Park are popular outings for families during the summer. The concert series boasts a diverse range of bands – from rockabilly to jazz, pop to blues, reggae to swing, indigenous rock to country and everything in between.

## Leederville Gardens Retirement Village

### *3.1.3 Determine the requirements of the community*

The management of Leederville Gardens, a facility comprising of sixty-six independent living units for seniors aged fifty-five years and over, continues with a range of community initiatives, such as the Christmas luncheon and sustainability workshops, being offered to residents.

## Universal Access

### *3.1.4 Continued implementation of the principles of universal access*

The You're Welcome Project is a project co-ordinated by the Disability Services Commission that encourages local governments to publish access information about accessible facilities for people with disabilities. Currently, there are 108 different sites in Vincent which have been published online ([www.accesswa.com.au](http://www.accesswa.com.au)) for public use, providing detailed access information to reduce barriers for people with a disability.

The Universal Access Advisory Committee provides a broad representation of the community and is a point of reference for consultation for people with disabilities. This group provides feedback from the community on any issues that may affect the community in terms of access to services and facilities.

## Liberty Swing

The liberty swing is an accessible swing for children who use a wheelchair and is located at the children's playground in Hyde Park on the corner of Throssell and Glendowner Streets in Perth.

## International Day for People with a Disability (IDPwD)

The IDPwD was celebrated in December 2010 at Beatty Park Leisure Centre with a lunch and concert by Spirit of the Streets choir. This event was held in conjunction with the opening of the new accessible playground in Hyde Park.



### Grants received

A \$6,750 grant was received from the Disability Services Commission to increase opportunities for people with a disability to participate in community activities. This grant will assist with the installation of an accessible change-room at Beatty Park Leisure Centre as part of the redevelopment.

### Carers' Appreciation

The Town has an on-going commitment to recognising the importance and essential role that carers play in the community to assist people with disabilities. To show appreciation for and acknowledge carers in Vincent a Carers' Appreciation activity will be organised in the 2011-2012 financial year catering to different age groups and individuals.

### Disability Access and Inclusion Plan (DAIP)

The Disability Access and Inclusion Plan (DAIP) has been incorporated into the Town as a functional process since 2006 and many of the strategies and objectives have already been met with planning procedures added or adjusted to suit the objectives and standards required.

#### **Objective 1: People with disabilities have opportunities to access the services of, and any event organised by, the Town of Vincent.**

*1.1 Ensure employees facilitating events and programmes are aware of issues requiring consideration to make an event accessible, throughout planning and implementation stages.*

- Transport to events is offered to housebound library members.
- Promotional material is provided to library members in hard copy, flyers, via email and by large font signage throughout the library area.
- Library employees are trained to address access issues as they arise.
- A portable accessible ramp is available for events and external use.
- A community bus has been acquired by the Town for the transport of people or community groups who require it.
- Transport is available on the community bus for events in Vincent.

*1.2 Develop a programme that assists people with disabilities with financial assistance for accessing transport services.*

- Formulated in Policy 1.1.4. Provision of Transport Assistance for Aged People and People with Disabilities.
- Transport assistance is available on request to residents who hold a health care card, pension card or senior's card and meet the criteria for assistance.
- Local agencies, hospitals, government services and non-government services are advised of transport assistance and follow through with referrals.

*1.3 People with disabilities that have difficulties can have a Waste Management Officer enter their property in order to have their bins emptied.*

- As per Technical Services Division Procedures Manual – Procedure WM002 & WM003: any person with a disability or who is elderly can have their bins picked up from their property and returned to the same location after emptying by Town employees.
- A request for this service can be made to the Administration Waste Management Officer.
- A Waste Management Officer will enter private property, empty the bins and return the bins to the same location.
- The Town has an inventory of ratepayers requiring this service which is actioned daily. In 2010-2011 there were twenty-one bins being collected through this service.

*1.4 Investigate and provide various equipment to facilitate increased independent use of the Library.*

- Library employees label all large print stock in an appropriate font.
- Library employees promote the use of the battery charger to those who come to the Library by gopher.
- Library employees consult with suppliers on an on-going basis in regards to specialised equipment which can assist people with a disability.
- IT investigates new accessible technologies on an on-going basis. Implementations of new technologies are first assessed and subsequently actioned as required.

*1.5 Provide alternative services so that people with disabilities can access Library materials and forums.*

- The housebound readers' service is an on-going priority service.
- Housebound members are personally invited and offered transport to the forums.
- Library stock is provided in large print, books on cassette, CD, and in the new Playaway™ (pod-like) format.

*1.6 Ensure that there are avenues of identification of safety and crime prevention issues pertaining to people with disabilities.*

- Universal Access Improvements and the Disability Access and Inclusion Strategy has been cross-referenced and added to the Community Safety and Crime Prevention Plan 2007-2010. Area 5: Designing In Safety, Designing Out Crime is an avenue for raising crime prevention and safety issues for people with disabilities. A new draft Plan has been developed for 2010-2014 with action 2.1 referring to the Universal Access Advisory Group.
- Vincent Light and Safe is an initiative of the Town, Safer Vincent Crime Prevention Partnership and WA Police Service to assist disadvantaged residents and those with a disability with motion sensitive lighting to improve the levels of security and safety. Fifty motion sensor lights were installed to 'at risk' community members in 2010-2011 and the project will continue in 2011-2012.
- Recipients of motion sensor lights are victims of crime, the elderly, and people with disabilities or those who may be susceptible to crime and hold a

valid pensioner concession card or health care card.

- The opportunity exists for any crime and safety issue to be raised with the Safer Vincent Crime Prevention Partnership. No issues were raised in 2010-2011.

**Objective 2: People with disabilities have opportunities to access the buildings and other facilities of the Town of Vincent.**

*2.1 Consideration of the Library layout to make library materials easier to access, currently and for redevelopment plans.*

- The new Library was designed to ensure universal access.
- Shelving of books and other items is being reviewed to facilitate access to stock on high and/or low shelves.
- The large print materials are located in close proximity to the entrance, as it is generally accepted that this format is the most frequently used by seniors who often have mobility issues.
- The new Library maximises natural light, and also has lighting to all shelves, facilitating access and safety.

*2.2 From the Access Audit undertaken, develop a plan to ensure buildings are upgraded to make them accessible.*

- Various buildings and facilities have been upgraded to improve accessibility and a 20-year programme (years 1 to 3 have been completed) has been developed to identify all the remaining items including accessible toilets. The Beatty Park Leisure Centre redevelopment working party is addressing matters to ensure that the Centre is universally accessible and safe.
- Access consultants are used in building and development projects which relate to universal access.
- \$89,000 was budgeted for the 2010-2011 Universally Accessible Building Upgrade Programme.
- Plans are currently being drawn for the Hyde Park (west) accessible toilets.
- A consultant was contracted to work on the Town's Intramaps to develop an information database on accessible premises in Vincent based on the You're Welcome Project.

*2.3.1 Include accessibility in the long-term 'Needs Analysis and Feasibility Study' of Beatty Park and any plans developed from the study.*

- One of the social objectives that were agreed upon by the Beatty Park Leisure Centre redevelopment working party was to create a universally accessible and safe Centre that provides diverse activities.
- The architect has kept this in mind when designing the concept plans for the Centre by incorporating additional accessible change-rooms, wide walkways and a lift to increase accessibility. The heated pool is regularly used by people with minor physical disabilities as a form of hydrotherapy.
- An accessible outdoor pool ramp will be included in the redevelopment for the 50-metre pool. This is

compliant with Australian Standards.

- Funding for an accessible change-room table and hoist has been approved for purchase in the 2011-2012 financial year. The hoist and table can easily be transferred to the new accessible bathroom in the redeveloped area.

*2.3.2 Develop a short-term plan to make facilities more accessible for people with disabilities.*

- A slide board is available at Beatty Park Leisure Centre (BPLC) to assist with the transfer of patrons to and from the disabled hoist.
- BPLC has a water wheelchair with child attachments available for use.
- New handrails and shower chairs have been installed in the change-rooms at BPLC.
- Relevant funding to improve accessibility are applied for and improvements carried out as grants become available.

*2.4.1 Where required, increase the number of ACROD bays and 2.5 accessible bays, monitor for appropriate use and ensure accessibility.*

- Policy 3.9.9 Introduction of Kerbside ACROD 2.5 Parking Bays in Residential Areas was reviewed and amended in April 2011.
- Ensure that at all large events and functions an appropriate number of ACROD parking bays are set aside for use by ACROD parking permit holders.
- All of the Town's car parks must meet or exceed the Town's and Australian Standards.
- When a car park is upgraded, re-lined and re-marked, the Town will provide three ACROD parking bays for every 100 general parking bays. This was discussed with the Universal Access Advisory Group and complies with Australian Standards.
- Both the Easy Access Bays 3.2m wide and ACROD 2.5m accessible bays are included in the above and are assessed on a needs basis.
- The Rangers regularly patrol the Town's parking facilities to ensure compliance with the Parking Facilities Local Law.

*2.4.2 Maintain free first thirty minutes parking for ACROD permit holders.*

- The recently agreed national rules for parking by people with a disability have set a minimum time restriction period for all long-term bays (more than thirty minutes time restriction) of two hours for ACROD parking bays. For short-term bays (thirty minutes or less) the minimum period is thirty minutes more than the time specified on the signs relating to the area.
- A car park locations guide is available on the Town's website and notes all ACROD bay locations in Vincent.

*2.4.3 Ensure all ACROD bays are accessible to building entrances, paths and roads and all are clearly marked (signs, stencils, etc).*

- To maintain unobstructed passage by persons with a disability, Rangers enforce the local laws to ensure that footpaths and pedestrian refuges are not obstructed by signs, displays or vehicles.

- When installing ACROD bays, Technical Services gives consideration to access to buildings and footpaths, and mark bays in accordance with Australian Standards.
- Promotion of the availability of bays for ACROD permit holders is on-going.

#### 2.4.4 Provision of residential ACROD bays.

- Incorporated into all new and upgraded facilities, streetscape enlargements and car parks, and retrofitted to existing facilities and other locations upon request.
- Liaison with Community Development is undertaken on the location and provision of bays.

#### 2.5.1 Identify problem footpaths and pram ramps through employee and public consultation.

- As per Technical Services Division Procedures Manual – Procedure W006: the Council has adopted a long-term slab replacement programme (reviewed annually). Requests received during the year are assessed, prioritised and considered at the budget preparation time. All access ramps are upgraded with this programme as per Australian Standards; new footpaths are constructed in concrete or brick paving which is a better surface for universal access.
- \$350,000 was allocated in the 2010-2011 Footpath Upgrade Programme. This involves the removal of slab footpaths to a cast in-situ concrete path with pram ramps constructed as per Australian Standards.
- \$10,000 was budgeted for the installation of universal access ramps and tactile paving where required.
- \$7,500 was allocated to improve  $\Omega$  rails and ramps.
- Various streetscape improvements for user-friendly pedestrian access for roadways with Blackspot improvements were undertaken.
- \$447,000 was budgeted for traffic management to improve traffic calming/pedestrian crossing.
- A footpath and ramp survey was completed in July 2010 regarding the current footpath conditions. The overall condition was compliant with Australian Standards.

#### 2.5.2 Implement the installation of brass plates on footpaths which gives visual delineation for where patrons can sit within the guidelines for alfresco dining.

- Funds in the 2010-2011 Budget were utilised to purchase brass plates and Engineering Operations have retrofitted those premises without plates.
- Rangers ensure all outdoor eating areas are compliant with conditions and inspect accordingly.

#### 2.6 Redevelop playground facilities in the Town so they are accessible to children with disabilities.

- Year five of the 6-year Playground Upgrade Programme has been completed which focuses on playground component replacement and the installation of rubber soft-fall which improves accessibility.
- Footpaths are constructed to all playgrounds where practicable.

- Accessible playground at Hyde Park was completed.
- Liberty Swing flyers and information provided on request.

#### 2.7 Increase the amount of street and park furniture in the Town's parks and reserves.

- Year two of the 3-year Park Furniture Replacement Programme was completed; however the Council has recently adopted a 5-year Parks Development Plan which includes the addition of park furniture including shelters, benches and picnic tables at various locations. All furniture is installed in accordance with Australian Standards and caters for various disabilities.

### **Objective 3: People with disabilities receive information from the Town of Vincent in a format that will enable them to readily access information.**

#### 3.1 Make Library publications and information available in a range of formats with consideration to the varying needs of people with disabilities.

- Library employees follow the Town's prescribed standards of publication.
- All library publications include the Town's standard information relating to availability in a wide range of formats.
- Some signage in the Library indicates the option to ask for alternative formats.

#### 3.2 Use of the standard phrase on all promotional and information material that alternative formats can be provided upon request of specific needs as determined in the Town's Access and Equity Policy.

- Completed and included on all promotional material.

#### 3.3 Make specific consideration for people who are deaf or who have hearing impairments.

- The TTY number and email addresses are placed on public documents where practicable. It is also on the website and Town stationery.
- Promotional material includes standard text relating to the documents being available in alternative formats upon request. Promotional material is checked by the Communications Officer prior to distribution.
- A qualified deaf interpreter can be provided when requested.
- The Customer Service Centre has a TTY and employees are trained to use this service.
- Beatty Park Leisure Centre promotes the use of the TTY through the website, brochures and on-site.
- Audio loop installed within Council Chambers and Civic Function Room.
- When new technologies become available to assist the deaf or hearing impaired these are assessed and implemented (where appropriate).

#### 3.4 Increase awareness of services available to people with disabilities and their carers.

- The Service Directory for Community Information is updated regularly and can be accessed by Town Officers.

- As a result of the Town's partnership with the Disability Services Commission, the You're Welcome Project ([www.accesswa.com.au](http://www.accesswa.com.au)) provides information on accessible facilities and services available in Vincent. In 2011, 108 sites and their access information were uploaded onto the You're Welcome website for public view and use.
- Community Development provides information and promotes services available through local agencies, government services, non-government services, hospitals and organisations for people with disabilities and their carers.
- Updates on services for people with disabilities are communicated in the monthly Community Development meetings and disseminated throughout the Administration (if relevant).
- Beatty Park Leisure Centre promotes the Angelfish Programme to increase awareness in the community for people with disabilities, through media such as community newspapers, flyers and the *Town of Vincent* News and website.

### 3.5 IT services to be made available to people with disabilities.

- IT Services will (where possible) accommodate external users to provide them with information in a required alternative format.
- In 2011 an internal committee was formed to discuss the new website development. The new website was launched on 1 June 2011 and has a section dedicated to access and inclusion and disability services. The font size of the website is easily adjustable and any information advertised on the website can be made available in an alternative format.

### **Objective 4: People with disabilities receive a high level and quality of service from employees of the Town of Vincent to meet individual requirements.**

#### 4.1 Initiate a programme of training and activities on disability awareness training.

- A programme is being developed to provide appropriate training for all employees, including training which will be tailored for each service area.
- Human Resources employees were involved in a panel discussion regarding employing people with a disability.
- Customer Service employees receive training in communication strategies when talking to a person with a disability.
- Training is mandatory for all employees (including those based in the Library and at the Depot) who interact with the community.

#### 4.2 Provide regular disability awareness training for all employees covering a range of issues.

- The Town has adopted an Equal Opportunity Employment Management Plan with outcomes to ensure the workplace is accountable and free from harassment, free from unlawful discrimination, and increase participation from Equal Employment Opportunity groups to promote the workplace. The

Town had also adopted an Equal Employment Opportunity Policy that is communicated to employees during their training.

- As part of the Angelfish Programme, Beatty Park Leisure Centre employees have attended a number of training programmes.

### **Objective 5: People with disabilities have opportunities to make complaints to the Town of Vincent in a way that meets individual requirements.**

#### 5.1 Ensure that there are appropriate avenues for people with disabilities to state their complaints.

- Complaints can be made through the assistance of Community Development and the Universal Access Advisory Group. A complaint form specifically about access in the Town is available through the Disability Services Officer.
- Provision of alternative formats and interpreters for people with disabilities to assist in making a complaint is provided on all Customer Feedback Forms.
- The standard phrase "People with specific requirements can ask to have this document provided in alternative formats" is used on all promotional and other materials where appropriate including the Customer Service Charter, Customer Feedback Form and Complaint Form.

### **Objective 6: People with disabilities have opportunities to participate in any public consultation by the Town of Vincent.**

#### 6.1 Target people with disabilities for consultation in future Library surveys.

- There have been no Library surveys conducted during this period.

#### 6.2 Use universal methods of consultation that meet the needs of people with disabilities.

- The Universal Access Advisory Group consists of three community members, three Council Members and three Town Officers, which meet regularly to discuss access issues relevant to people with a disability in the local area. The issues raised may be referred from Council or by community members.
- The Service Directory for Community Information is regularly updated and is used as a resource to provide specific information on request.
- The standard phrase "People with specific requirements can ask to have this document provided in alternative formats" is used on all promotional and other materials including community consultation where appropriate.
- The TTY number is promoted on documents, websites etc. Email contacts are provided on documents, website etc.



## Information Systems

Manager: Hunrhu Kek

### Information Technology

#### 4.2.6 Promote technology opportunities to improve the Town's business, data, communication and security system

Information Technology (IT) has continued to ensure the reliability and integrity of various computer systems at the Town. During the past financial year IT has completed a number of major tasks:

- On-going enhancements to the Town's virtual (Vmware) server environment.
- Replacement of the two-way radio fleet for Parks Services, Engineering and Rangers.
- RFID (Radio Frequency IDentification) functionality was implemented at the Library & Local History Centre.
- Development and launch of a new corporate website.
- Upgrade of the Authority system to Version 6 is currently being undertaken.
- Enhancement of the Intramaps mapping system (GIS) including the upgrade of Intramaps Public to Version 7, change of Intramaps backend from Map Extreme to Map Server, Cadastral updates, addition of lane way information, graffiti project enhancements.
- Roll-out of Microsoft Office 2007. Information sessions were held to help answer any questions officers had on the new version of Microsoft Office and to ensure a smooth transition to this version.

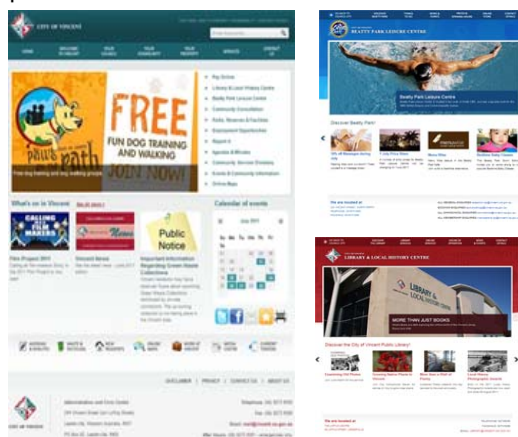
IT also completed a roll-out of new computers, which involved the replacement of all existing desktop computers to newer higher specification models. As advancements in technology are constantly being made, the upgrade to more powerful models was required.

The Geographic Information System (GIS) has become an essential tool for many Town Officers as this system provides visual (aerial) map representation of the Vincent area. The system is constantly being developed and new layers are implemented as required. A public version (Intramaps Public) is available on the Town's website and is a cut-down version of the system available to Town Officers. Information relating to the Town Planning Scheme, waste collection days and ward information are some of the layers available to users.

A major project under taken during the past year was the development and subsequent launch of the new website. The new website incorporates a powerful backend system called a Content Management System (CMS) which allows users (without specific web knowledge) to easily update content in a MS Word-type environment. Initially a working group was formed in late 2009 which consisted of users from each service area. In August 2010 a Request for Quotation was prepared and distributed. Seamless was selected as the preferred vendor as a result of a

comprehensive evaluation process. As this project was high profile and had a far-reaching audience, in the early stages of development a prototype of the website was presented to Council to show the direction the project was taking and provided an opportunity to give comments/feedback.

The new website was successfully launched on 1 June 2011 with positive comments received from employees, members of the public/media and Council Members. A website is now obligatory in today's society and is an important customer service tool. The Town's intention is to use the website to its advantage and continue to provide a one-stop resource for the public to obtain information.



A snapshot of the main Town, Beatty Park and Library pages.

### Records Management

#### 4.2.5 Enhance knowledge management

In 2010-2011 there was a steady increase in the number of documents processed (see table). The dissemination of this information is integral to the effective operation of the Town and assists all service areas to meet their Customer Service Charter obligations. Processes are continually examined and improvements are implemented on an on-going basis.

### Freedom of Information (FOI)

#### 4.1.2 Manage the organisation in a responsible, efficient and accountable manner

The number of FOI applications, as compared with the previous two years (see table), has remained high and their complexity has increased. The number of enquiries throughout the year has remained constant but employees are always encouraged to assist customers to obtain the information they require without the need to lodge an application, therefore delivering more effective customer service.

	2008-09	2009-10	2010-11
Mail – In	34,496	36,704	37,955
Mail – Out	108,288	112,213	115,407
Faxes	4,401	3,633	3,105
Building Licence	558	687	646
Planning Application	540	660	662
Documents Registered	9,940	10,503	11,318
Ombudsman Complaints	2	2	3
Freedom of Information	12	7	8

## Beatty Park Leisure Centre

Manager: Dale Morrissy

Beatty Park Leisure Centre strives for best practice in all aspects of operation including strategic and business planning, programme and event management, customer service delivery, human resource management, asset and risk management, financial management, and the application of new technologies.

Rising energy costs have impacted the financial performance over the past twelve months and close interaction with key stakeholders on energy-efficient procedures and research projects has been undertaken to work on both short- and long-term cost and energy savings.

Beatty Park Leisure Centre continues to be an extremely popular and inviting leisure facility with customers attending from all across the metropolitan area as well as being an historic tourist location for regional, interstate and overseas visitors to Perth.

### Aquatic Programmes and Activities

*3.1.2 Provide and develop a range of community programmes and community safety initiatives*

*3.1.4 Continued implementation of the principles of universal access*

Beatty Park Leisure Centre plays a major role in swimming education in WA. The Centre's Swim School increased participation rates by 8.3% this year and the Angelfish Programme, which provides one-to-one tuition for people with disabilities with the view to integration with the mainstream swim lessons, has achieved outstanding results. Due to the success of Angelfish, Swim School Co-ordinator Bev Christmass was invited to give two presentations at the Australian Swim Coaches' and Teachers' Association Convention held on the Gold Coast (whilst at the Conference she also completed the Inaugural Swim Australia Teacher of Learners with Disability Course). The Angelfish Programme was also featured with a live interview on the 92.9 radio morning show, where the programme was presented with funding for training and equipment. Variety WA also awarded the programme with a \$15,000 grant for the purchase of further disability equipment.

The Centre offers indoor and outdoor heated water space catering to elite swimmers, general lap swimmers, people recovering from injury and also those just simply wanting to get active or have some fun. The indoor water playground is extremely popular with families with young children.

A number of squad swimmers from Beatty Park Leisure Centre's resident club, City of Perth Swimming Club, competed in State, national and international swimming events throughout the year and were successful in picking up twenty-five international medals during the period.

In the 2011 summer season the Centre hosted nineteen school carnivals and a range of club-based



Bedtime Baby Classes were introduced this year and the programme –which is designed to encourage infants to feel confident and comfortable in the water – has proved very popular.

competitions. Water polo continues to be popular with A-E grade water fixtures for both men and women played throughout the year as well as flippa ball (junior water polo) competitions during summer.

Thousands of Perth school children participated in the successful In-term and Vacation Swimming Classes throughout the year.

### Health and Fitness Programmes and Services

*3.1.2 Provide and develop a range of community programmes and community safety initiatives*

Zumba® was introduced to the already extensive and diverse range of fitness classes this year. It combines Latin and International music with a fun and effective workout. The Centre now boasts over eighty fitness classes a week including Aqua Fitness, Group Fitness, Circuit and RPM™ classes.

Membership continues to be high although uncertainty about the commencement of the planned redevelopment saw a drop in numbers towards the end of the financial year.

### Maintenance Programmes

*1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

Beatty Park Leisure Centre has an established series of preventative maintenance schedules for all of the major plant and equipment on-site. Unscheduled plant and equipment failure results in loss of income for the Centre and poor customer relations. The Centre works closely with various specialist technicians who service and maintain the plant and equipment at the Centre to minimise this impact.

The impending redevelopment of the Centre has seen a changed prioritisation of several maintenance issues to ensure Town funds are not used in areas that may be knocked down or significantly altered in the near future but mindful of still providing a quality service to customers.

## Public Education

### *3.1.2 Provide and develop a range of community programmes and community safety initiatives*

The Watch Around Water Programme, which was launched at Beatty Park Leisure Centre by the Royal Life Saving Society of WA (RLSSWA) in January 2005, continues to be the Centre's key public safety education campaign.

Watch Around Water promotes safe swimming in aquatic facilities across the State by providing consistent policies and guidelines from the RLSSWA that Beatty Park Leisure Centre helped to develop. The programme is now becoming industry best practice amongst WA facilities and numerous eastern states facilities have also introduced it.

## Safety and Security

### *3.1.2 Provide and develop a range of community programmes and community safety initiatives*

#### *1.1.4 Minimise negative impacts on the community and environment*

Employees at Beatty Park Leisure Centre are well trained in emergency care and the aquatic area also contributes monthly data to the Royal Life Saving Society Injury Prevention Research Programme which aims to reduce injuries in aquatic facilities.

Over the 2010-2011 period there were thirty-five reportable injuries/accidents/or first aid care situations – five of these serious incidents (two near drownings; two seizures; and one spinal emergency).

A CCTV system with twenty-one cameras and three sets of state-of-the-art computerised lockers provide extra peace of mind and security for patrons visiting this busy facility.

## Retail Shop, Café and Crèche Service

### *2.1.6 Develop business strategies that provide a positive triple bottom line return for the Town*

Beatty Park's retail shop continues to be popular and the largest of its kind in any facility in WA. The online component of the shop has been well received, with local and interstate orders being received on a regular basis.

The Café became a pilot member of the Town's MenuWise – kilojoule labelling initiative. MenuWise businesses commit to promoting good health and healthier eating options whilst pledging to display the kilojoule content of all food and drinks sold, support mothers who wish to breastfeed and provide safe, hygienically prepared foods.

The Crèche service continues to be highly regarded as a safe, friendly and secure venue for children. On-site child minding gives parents a valuable opportunity to have some time to themselves and either join in the programmes or exercise on their own.

## The Future of Beatty Park Leisure Centre

### *1.1.3 Enhance and maintain the character and heritage of the Town*

#### *1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

The Town engaged an architect who, with a team of staff from Beatty Park and the Town, developed a Concept Plan for the redevelopment of the Centre. This was refined through a public consultation process in August/September 2008 and further planning sessions during 2009-2011.

The Final Plans provide for a staged development which includes a brand new building extension housing a new gym, group fitness area, reception, offices, retail and change-room areas. In addition to the new extension, significant upgrade and refurbishment within the Centre will be undertaken, including the outdoor and dive pool, plant room, change-rooms, swim school, spa and a geothermal heating system for the pools and indoor air systems.

The Town was successful in obtaining \$2.5 million in State Government funding through the Community Sporting and Recreation Facilities Fund. This will assist with the upgrade of the pools, change-rooms and plant room and the installation of geothermal heating for the pools. Despite a number of funding applications, unfortunately to date no money has been made available from the Federal Government which means that the project will be staged over several years to minimise the impact on the Town's finances.

The tender for the construction of Stage 1 of the redevelopment and the geothermal heating system were advertised in May 2011. Construction is likely to commence in the latter half of 2011.

The redeveloped Beatty Park Leisure Centre will provide the community with a high quality, accessible facility that will be comparable with any new facility in the State and will ensure the operational and financial viability of the Centre for the foreseeable future.



Beatty Park is renowned for having a range of activities on offer over the holidays for both children and adults. The water runner was introduced this year and is much sought-after by the young and not-so-young alike.



## Library and Local History Services

Manager: Elizabeth Scott

The Library & Local History Centre works to address the Town's purpose: "To provide and facilitate services for a safe, healthy and sustainable community". This year the Library achieved this purpose by providing new library stock each week with free events and training throughout the year, all with welcoming and professional customer service.

The '50-year storm' that hit Perth in March 2010 caused a great deal of damage to furniture, carpet and books. The Library was closed on 11 & 12 October 2010 to complete the replacement of the damaged carpet and furniture, with the replacement of the damaged books being finalised in June 2011. During these times the employees took care to minimise any inconvenience to the public.

In order to simplify the Library hours of opening, on 6 June 2011 the new closing time of 7.00pm was introduced for Mondays to Thursdays.

### Technology

#### *4.2.6 Promote technology opportunities to improve the Town's business, data, communication and security systems*

The Library has a strong focus on making the best use of technological developments, and this year RFID (Radio Frequency IDentification) technology was installed after thorough research into the options was undertaken to ensure best practice and State-wide standards were identified and addressed. In November 2010 RFID tags were placed inside approximately 50,000 library items and encoded with the details of the item. This process took four weeks to complete and culminated with the installation of a self-loan kiosk, security gates and reader pads for employees. Members of staff continue to train Library patrons in the use of the self-loan kiosk whilst also learning new ways to improve processes using RFID technology. It is expected that the benefits of RFID will include stronger security for stock, a reduction in manual handling to allow staff to have more time to focus on customers with complicated requests and reference enquiries, address collection management issues and to process new stock.

The Library has also increased the number of online databases available to members and provided links for people to access free e-books. The library management software, Amlib, has been upgraded to version 5.2.3, which has improved the system's functionality. A new promotional screen at the service desk has been successfully introduced; this large flat-screen television is regularly uploaded with a slideshow of images that provide Library patrons with information about services and details of up-coming events in the community. Local History staff also loaded photos onto a large freestanding digital photo frame to promote the new history book.



RFID technology has been introduced in the Library, increasing security of stock and also allowing customers to issue their own loans. Mayor Nick Catania was proud to launch the new system which has proved a great convenience for many members.

This year two electronic newsletters were introduced for registered members – *Library E-news* covering all things about the Library and the local history e-newsletter *The News Quarterly* which features family history and local history articles as well as a calendar of events in the Local History Centre. The response from the public to both newsletters has been very positive and both newsletters are also available in hardcopy.

### Local History Centre

#### *3.1.1 Celebrate and promote the Town's cultural and social diversity*

The highlight this year was the launch of the second local history book – *Early Businesses of Vincent: a local history*. The launch by Dr Felicity Morel-Ednie Brown, Director of the Northbridge History Project, on 24 November 2010 was attended by over 150 people, most of whom had some connection with the book either as an interviewee or by donating photographs. The event was a wonderful reunion for former business owners and residents who had not seen each other for decades.

In October the 2010 Local History Awards were announced with winners in the written categories awarded \$400 each with the runner-up receiving \$200, winners in the photographic section each received \$100.

The Local History Centre hosted a variety of monthly events including seminars, workshops and networking sessions over the year, along with changing exhibitions, which all attracted clientele into the Centre, as does the growing collection, research facilities and assistance offered to researchers. The Centre is used monthly by the Tales of Times Past Group.

Access to Ancestry Library Edition databases continues, allowing members free access to records on this site, which is particularly useful for those researching ancestors in the UK and USA. In April 2011 a subscription to Find My Past was taken out which provides access to records in the UK, Australia and New Zealand. Volunteers who are experienced researchers provide assistance by appointment.





On 24 November 2010 the Library & History Centre launched its second book – *Early Businesses of Vincent: a local history*. The book was launched by Mayor Nick Catania and Dr Felicity Morel-Ednie Brown and has been praised for its encapsulation of early commerce and suburb development in Vincent. CEO John Giorgi joined compilers/authors Julie Davidson and Maxine Laurie at the book signing which was attended by past and present business owners, interviewees and contributors.

The year ended with the creation of a Local History and Heritage Advisory Group, comprising three Council Members, four community members and five Town Officers with the inaugural meeting being held in June 2011.

## Forums and Book Clubs

### *3.1.2 (h) Deliver a range of leisure programmes to encourage structured and unstructured recreation in the community*

A wide variety of free forum events was again offered to the public this year on diverse topics including birds of the western suburbs, diabetes, history of the Effie Crump Theatre, the intelligence service, *Vite Italiane: Italian lives in Western Australia*, travels in Antarctica and a talk by an artist. Some nursing homes are now transporting residents to the forums.

The Library supports three book clubs (with thirty-four members) which meet in the first week of the month. In addition to encouraging reading and literary discussion these clubs are helping to build social connections within the community.

## Young People's Services

### *3.1.2 (h) Deliver a range of leisure programmes to encourage structured and unstructured recreation in the community*

Young People's Services had a full year of activities with Baby Rhyme Time, Storytime, holiday activities, National Simultaneous Storytime, Children's Book Week and the Better Beginnings programme.

Baby Rhyme Time continues to be well attended with 4,424 parents, toddlers and babies attending. Storytime attracted 3,361 parents and pre-schoolers to the sessions.

The school holiday programme attracted 447 parents and children and included visits from SciTech, Jolly Jim the Pirate and Al-Kazam the Magic Man plus in-house activities.

The Better Beginnings programme continues to promote the importance of reading to children from a young age to ensure they are reading-ready when they go to school. The child health centres distribute the toolkits to new parents and support the programme by including a talk from the Young People's Services Librarian about the importance of reading and using the public library. A total of 173 new parents attended the sessions.

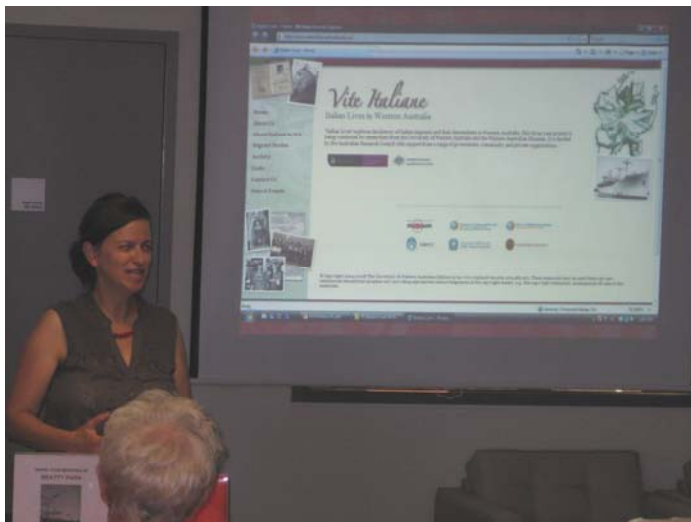
Mayor Nick Catania once more helped celebrate National Simultaneous Storytime by reading *Feathers for Phoebe* by Rod Clement to children from a local day care centre and regular library users.

The theme for Children's Book Week 2010 was 'Across the Story Bridge' and local schools enjoyed visits from authors and illustrators Sara Riches, James Foley and Gabriel Evans.

Young People's Services continue to support the Premier's Summer Reading Challenge, West Australian Premier's Book Award and the Children's Book Council of Australia Book Awards.



The educational and fun school holiday activities at the Library continue to be popular with local children.



The monthly Library Forums provide insightful and entertaining information on a range of topics in a welcoming and inclusive setting. Dr Susanna Iuliano gave a talk on her book *Vite Italiane*.

## Seniors' Services

### *3.1.3 Determine the requirements of the community and focus on needs, value, engagement and involvement*

To celebrate Seniors' Week the Library, with a grant from the Council on the Aging, organised a bus trip and lunch at Araluen Botanic Gardens for twenty library members (eighteen of whom are registered housebound readers). The grant enabled the Library to provide a bus service to collect and return the passengers to their homes, and provided some of Vincent's more isolated community members with a fun outing and an opportunity to socialise with their peers.

Currently the Library delivers to eighty-four housebound members, five nursing homes and makes bulk deliveries to three residential care institutions (Leederville Gardens, Lake View Lodge and Casson House). There has been 27% growth in registered housebound members and a 40% increase in issues to housebound members from 8,371 in 2009-2010 to 11,761 in 2010-2011. As the number of older persons is growing, the Library is investigating options to streamline this service while continuing to provide the best customer service and addressing the changing expectations of older members.

## Library Tours and Student Placements

The Library hosted a number of formal and informal tours for students and other libraries' staff. This included two groups of students from Phoenix Language Academy, one group of TAFE library studies students, one group of library studies students from Edith Cowan University, and two groups of library staff from UWA. All tours, with the exception of Phoenix, had a heavy focus on Vincent Library's use of RFID technology. The Library facilitated work experience for three high school students and co-ordinated personal work experience for two members of the public who were considering a career in public libraries.

## Community Languages

### *3.1.3 Determine the requirements of the community and focus on needs, value, engagement and involvement*

Books are available to members in over twenty languages; members may also request items from other libraries if Vincent Library is unable to provide material in their home language.

## Tax Help

A trained volunteer provides free assistance to people with simple tax returns and the Library supports this programme by providing a confidential meeting place and managing the bookings.

## Staff Training and Technology

### *4.2.1 Promote employee performance, recognition, reward, satisfaction and well-being, and provide a safe and positive workplace*

Members of staff have had training for software (Amlib, EBSCO, Webselect and Freegal) and attended Amlib and RFID User Group meetings, Library Conference (PLWA), the website working group, cultural awareness training and first aid officer's training.



The Library Foyer has become an exhibition space that has housed a number of displays and art installations. The popularity of MasterChef inspired a cooking display featuring the myriad of cookbooks available in the Library.



# DEVELOPMENT SERVICES

Director: Rob Boardman

## Ranger and Community Safety Services

Manager: Jim MacLean

Ranger and Community Safety Services provide a wide range of programmes to the community and focus on achieving high levels of customer service. Whilst a considerable focus of Rangers is enforcement of relevant local laws, there have been a number of initiatives achieved in the past year including the development of the Car Parking Strategy, the review of the Safety and Crime Prevention Plan, promotion of responsible dog ownership, a door-knock campaign promoting dog registration and Emergency Risk Management planning.

### Parking Enforcement

#### *2.1.4 Identify the needs and expectations of the business community and facilitate outcomes in the Town*

The number of parking infringement notices issued during the 2010-2011 financial year was 33,331 with a total value of \$2,118,729. This shows a slight increase in the number of infringement notices issued and a slight decrease of around \$40,000 in the revenue generated. This has resulted partly from the fact that there has been a slightly different focus on enforcement which has targeted offences with a slightly lower penalty and partly because two Rangers went on long-term sick leave during the year.

### Paid Parking – Car Parks and Kerbside Locations

#### *1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

There are seventeen car parks under the control of the Town; of which, eight currently attract a day-time parking fee, and five of these also attract a night-time fee. The Town has progressively introduced a number of paid kerbside parking facilities in areas that were congested by vehicles that parked all day. These areas include Vincent Street, Brisbane Street and Forbes Road. The Parking Management Strategy and Precinct Parking Management Plans are currently being implemented.

### Parking for Persons with a Disability

#### *3.1.4 Continued implementation of the principles of universal access*

The Town reviews the parking facilities within its boundaries on an on-going basis to ensure that adequate facilities are available for use by people with a disability. The Town was an active participant in a recent State Government (Disability Services Commission) Working Party which has developed guidelines for universal access requirements. The



Twice a year Rangers team up with local business Pet Meats Suppliers to hold an appeal for food and toys for the dogs being cared for by Poundwatch (which rescues abandoned dogs from local government pounds and looks after them until they are re-homed). The December drive was a great success showcasing overwhelming community generosity. Pet Meats Suppliers' Jess and Ranger Alby with some of the goodies collected.

Town's current ACROD 2.5 Parking Bays processes are recommended as a template for use by other local governments and private car parks in Western Australia. The Federal Government has recently become involved in ensuring that persons with a disability are catered for and has facilitated the development of national guidelines for parking facilities to address universal access needs. These guidelines are in the process of being adopted nationally and they incorporate many of the Town's initiatives as the basis for its recommendations. This will result in ACROD 2.5 Parking Bays being recognised as 'Easy Access' Parking Bays so that the provisions of the *Local Government (Parking for Disabled Persons) By-law 1988* will be enforceable by authorised persons.

### Animal Control

#### *1.1.4 Minimise negative impacts on the community and environment*

There are approximately 4,132 dogs registered in Vincent. The Town dealt with 548 complaints relating to dogs, with thirty-six relating to dog attacks. Twenty of these attacks were on people and sixteen on animals. During the year sixty-two infringement notices and 130 warning notices were issued, with by far the most common reason being 'dog not held on a leash'. There has been a slight decrease in the number of infringement notices being issued and an increase in the number of warnings issued. A total of seventy-three dogs were impounded, with sixty-five being claimed, five being sold and three being euthanised.

### Litter Control

#### *1.1.4 Minimise negative impacts on the community and environment*

For a number of years Rangers have adopted a more pro-active role in the area of litter control. There has

been a reduction in the number of infringement notices issued for litter offences, although there has been a slight increase in the number of warnings issued. A total of 357 litter complaints were received, which is a slight decrease from the 2009-2010 year. However, compliance was obtained in most cases, resulting in only eleven infringement notices being issued for litter offences including 'discarded cigarette butt' and 'illegal bill posting'.

## Road, Verge and Footpath Obstructions

### 1.1.4 Minimise negative impacts on the community and environment

Rangers undertook a total of 569 inspections related to road obstructions which include skip bins, road closures for developers, road closures for utility companies, property maintenance (window cleaning, exterior painting etc) and many others. As a result of the inspections, 401 permits were issued with the remaining applicants being provided with assistance in finding alternative ways to undertake the works.

## Burning/Smoke Nuisances

### 1.1.4 Minimise negative impacts on the community and environment

The Local Law relating to Health prohibits the burning of rubbish and refuse or other material on the ground at all times of the year. This is dealt with during business hours by Health Services but all after-hours calls are dealt with by Rangers. Ranger and Community Safety Services received only two after-hours complaints of this nature, which is the same as in 2009-2010.

## Abandoned Vehicles

### 1.1.4 Minimise negative impacts on the community and environment

During 2010-2011 there were 401 abandoned vehicle complaints investigated by Rangers, resulting in forty-four vehicles being towed away and 357 being removed by the owners prior to being towed.

## Bush Fire Hazard

### 1.1.4 Minimise negative impacts on the community and environment

During the year eighty-eight fire hazard complaints were received and investigated by Rangers. Compliance was obtained in all cases.

## Safer Vincent

### 3.1.2 Provide and develop a range of community programmes and community safety initiatives

The latest crime prevention profiles, prepared by the Office of Crime Prevention, provide a positive report card of a 'Safer Vincent' with an overall decrease of 0.9% in reported offences (WA State Government Office of Crime Prevention, Community Safety and Crime Prevention Profile, Town of Vincent 2008-2009).

The Co-ordinator Safer Vincent, in conjunction with the Safer Vincent Crime Prevention Partnership (SVCPP),



The 12-part Safety in Harmony radio series presented a wealth of information from a number of key people in safety and crime prevention in WA to help listeners understand current issues and provide tips on how to reduce the risks of being a victim of crime. WA Police's Rob Sketeris and Umile Gwakuba were guest speakers.

continues to deal with all community crime prevention concerns and has developed and implemented a number of comprehensive initiatives for the 2010-2011 year including:

- Draft Safety and Crime Prevention Plan 2011-2014 – acknowledging that the reduction of crime and improvement in community safety are key priorities for a safer community, the Town and the SVCPP, in conjunction with the Office of Crime Prevention-WA Police, have developed the Draft Plan which was ratified by the State Government along with a new priority project and funding to be implemented in 2011-2012.
- Safety in Harmony Priority Project – funded through Office of Crime Prevention-WA Police and developed in conjunction with Ethnic Communities Council of WA and 6EBA World Radio, the radio programme featured a range of guest speakers and interesting topics promoting community safety awareness amongst the CaLD community.
- Nyoongar Patrol – the Town continues to provide co-funding for the invaluable work of the Nyoongar Patrol Service. The Nyoongar Patrol recently acquired new premises within Vincent which will enable them to continue their important work.
- Parks People Project Working Group (PPWG) – reconvened in 2010 by the Town as a proactive response to issues presenting in parks and public places as a result of people 'sleeping rough'. Since the inception of the PPWG there has been a measurable increase in the co-ordination between attending agencies, along with an improved response to issues with 'at risk' people in parks, which has resulted in a decrease in the number of complaints from residents.
- CCTV – initial installation of CCTV was undertaken in the Leederville precinct with funding by WA Police Office of Crime Prevention. CCTV prevalence is growing, along with a community acknowledgement that cameras are an acceptable tool to deter crime and improve security in the community.



- Party Buses Code of Conduct – the Town continues to offer free registration to party buses operating within Vincent who agree to abide by a strict code of conduct. Ninety-four buses were registered to operate within Vincent in 2010-2011. Following on from the Town's success in developing this co-operative agreement between the Town and party bus operators, the City of Fremantle has now implemented their own trial using the Vincent model to register party buses.
- Child Car Restraint Checking Programme – the free service was utilised by fifty residents in the past year, which is a slight increase from previous years. The child restraint service is offered with informal safety and crime prevention advice and continues to receive positive feedback from residents, acknowledging the importance of child safety and providing a point of contact on community safety matters in the Town.
- Vincent Graffiti Safe Wipes Citizen Packs – the Town distributed sixty packs to businesses and residents to assist with fast removal of graffiti.
- Vincent Solar Light and Safe – six motion sensor lights for victims of recent crime/or persons deemed to be 'at risk' were distributed in 2010-2011.
- Home and Business Data Dot Valuables Marking Kits – thirty-five kits were distributed to residents and businesses within Vincent in 2010-2011.
- Constable Care – this programme, working in local primary schools, to educate children on the importance of safety/crime prevention was again supported by the Town.
- Safety House – was again supported with a range of Safer Vincent resources and education vouchers provided to Mount Hawthorn Primary School students to support the efforts of the school and parents in promoting community safety amongst local children.



The Town is pleased to support the Safety House programme at Mount Hawthorn Primary School. Co-ordinator Safer Vincent Michael Wood presented the children with gift vouchers and Junior Crime Prevention Packs to encourage support of the programme that has been in operation at the school since 1990. *Photo courtesy: Mount Hawthorn Primary School*



The Nyoongar Patrol is supported by the Town and each year a get-together is held to celebrate the partnership.

## Emergency Management

### *1.1.4 Minimise negative impacts on the community and environment*

With grant funding received from AWARE in 2009-2010, the Western Central Local Emergency Management Committee (WC LEMC) finalised a Community Risk Register. Emergency risks, along with strategies to treat these risks, were identified and the final report has been adopted by the Council.

The Manager Ranger and Community Safety Services has attended a number of briefing sessions, dealing with the Commonwealth Heads of Government Meeting (CHOGM) being held in October 2011. While the Town does not have a direct involvement, it plays a significant part in the emergency management processes which will be implemented in the event of a serious occurrence during the CHOGM.

While the Town has not sustained damage like that of the 22 March 2010 hailstorm, there have been a number of significant storm events which have caused some damage in the area. The Town continues to support the Northshore SES Unit and in December 2010 approved the deployment of the Manager Ranger and Community Safety Services and the Co-ordinator Safer Vincent to Carnarvon following the severe flooding and in February 2011 to Queensland following the impact of Cyclone Yasi.

Since 1 July 2010 the Northshore SES Unit has attended approximately 790 calls for assistance, including approximately 225 from the Vincent area. The Unit has been deployed to not only Carnarvon and Queensland, but also to assist in a search in the Stirling Ranges, to assist in the search for missing sailor Abby Sunderland, a missing person search in the Pilbara, the Toodyay bush fires, the fire at the Town of Claremont offices and the severe weather event of 22 June 2011, where around 50mm of rain fell in approximately one hour. Members of the Northshore SES Unit have been asked, on a further seventeen occasions, to provide assistance outside the Unit's operational area, but have been stood down on fourteen of these occasions with no assistance provided.

## Health Services

**Acting Manager: Scott Teymant**

The key function of Health Services is to protect human and environmental health through the delivery of programmes targeted at ensuring compliance with statutory obligations (for example, the *Health Act 1911*, *Environmental Protection Act 1986*, *Local Government Act 1995* and other Regulations, Codes and Standards). In addition to ensuring compliance with minimum environmental health standards, Health Services are also involved in promoting the advancement of public and environmental health standards relevant to the Vincent community.

The following programmes form the core/statutory obligations of Health Services.

### 1.1.4 Minimise negative impacts on the community and environment

#### Food Safety, Training and Monitoring

A total of 362 food premises (i.e. cafés, restaurants, delis, butchers, manufacturers and licensed premises etc) were licensed during the period with a total of 687 food safety and hygiene inspections conducted.

The Department of Health (WA) issued twenty-two food recalls, twelve of which required action to ensure the removal of non-compliant food products. Ninety food samples were analysed with fifty-four submitted to PathWest for microbiological analysis, and thirty-six submitted to Inman and Farrell for chemical analysis, as a part of the Local Health Authority Analytical Committee programme.

#### Infectious and Notifiable Disease Control

Health Services arranged for the immunisation of staff and employee family members, with 106 immunisations against influenza administered.

#### Special Events and Public Buildings

Health Services audited 100 permanent public buildings in accordance with the *Health (Public Buildings) Regulations 1992*. Ninety-five special events permits were issued for events held throughout Vincent, and temporary public building maximum accommodation certificates were issued for nine public events.

#### Environmental Noise Control

A total of 376 noise complaints were received resulting in approximately 867 subsequent customer dealings via telephone, in-person and by email. The majority of noise complaints were related to amplified music (138) with construction noise (103), mechanical noise (ninety-seven) and other (thirty-eight) complaints making up the balance. Health Services issued three Noise Abatement Directions and six Infringement Notices.

#### Built Environment

Health Services:

- Assessed and approved three greywater reuse system applications and



On 22 November 2010 the MenuWise – kilojoule labelling initiative was launched at Beatty Park Leisure Centre. The first of its kind in WA, the initiative will see participating food businesses label all food and drinks sold with their total kilojoule count – helping customers to make informed choices when dining out. L-R: Mayor Nick Catania, the Hon. Dr Kim Hames MLA, Minister for Health, and CEO John Giorgi at the launch.

- Completed 'Health Impact Assessments' on 1,177 development applications ensuring development compliance with environmental health legislation and best practice.

#### Water Quality Control – Public Swimming Pools and Spas

A total of 301 samples were obtained and tested in accordance with the *Health (Aquatic Facilities) Regulations 2007*. Compliance action was required on nine occasions due to substandard results.

#### Environmental Health Service Requests

Health Services received 362 customer requests (288 written and seventy-four via the telephone) and received an average of five general requests per day (1,270 per year) for information or advice where no further follow-up action was required by officers (e.g. compliance issues with food premises, substandard buildings/accommodation, pest control, dumped rubbish etc). A total of 236 rodent bait and information packages were issued and 788 requests for orders and requisitions were processed in relation to property/business settlements.

#### Accommodation Control – Lodging Houses and Substandard Buildings

Twenty-three lodging houses were licensed, with forty-one inspections completed for compliance with the *Health Act 1911* and the *Town of Vincent Health Local Law 2004*.

Health Services responded to and actioned twenty-six complaints regarding substandard buildings within Vincent.

#### Legal Action and Statutory Notices

Sixty-four Statutory Notices were issued in accordance with the *Health Act 1911*, *Local Government Act 1995*, *Town of Vincent Health Local Law 2004* and *Food Act 2008*. As at 30 June 2011 compliance had been achieved in relation to forty-eight of these notices.



## Planning, Building and Heritage Services

Manager: Helen Smith

The objective of Planning, Building and Heritage Services is to plan and create a multi-dimensional sustainable environment that respects and grows from its past and effectively embraces the community vision and needs of today and tomorrow.

### Planning and Heritage Services

#### 1.1 Improve and maintain environment and infrastructure

##### Development Activity

A total of 662 Planning Applications were received during the year and comprised:

- 497 development applications
- 82 change of land use applications
- 1 new home occupations
- 2 renewal home occupations
- 8 applications for demolition only of existing buildings
- 72 applications for demolition of existing buildings and redevelopment.

A total of 553 Planning Applications were determined during the year.

##### Local Government Act Notices

Four notices were served for unauthorised and/or unsafe structures under the provisions of the *Local Government (Miscellaneous Provisions) Act (1960)*. Three notices were complied with and one is pending resolution and/or legal proceedings.

Three 'stop work' notices were served under the provisions of the *Local Government (Miscellaneous Provisions) Act (1960)*. All notices were complied with.

Eight notices were served on 'neglected buildings' under the provisions of section 408 of the *Local Government (Miscellaneous Provisions) Act 1960 (WA)*, requiring the owners of the properties to put the buildings into such state of repair and condition to the satisfaction of the Town, and/or to take the buildings down. Two notices were complied with and six are pending resolution and/or legal proceedings.

Three notices were served under the provisions of section 409 of the *Local Government (Miscellaneous Provisions) Act 1960 (WA)*, requiring the property owners to bring the appearance of the buildings on the property into conformity with the general standard of appearance of the buildings in the locality. One notice was complied with and two are pending resolution and/or legal proceedings.



The Town's heritage commitment was awarded at the Heritage Council's 2011 Western Australian Heritage Awards with the bestowing of a high commendation in the Outstanding Heritage Practices by a Local Government category. CEO John Giorgi accepts the commendation from the Hon. John Castrilli MLA, Minister for Heritage.

##### Planning and Development Act Written Directions

Four written directions were served for unauthorised uses and works on properties under the provisions of the *Planning and Development Act* and the Town's Town Planning Scheme. Two written directions were complied with and the remaining two are pending resolution and/or legal proceedings.

### Building Services

#### 1.1 Improve and maintain environment and infrastructure

##### Building Activity

A total of 634 Building Applications were determined during the year and comprised:

- 444 Building Licences
- 74 Demolition Licences
- 20 Sign Licences
- 59 Swimming Pool Licences
- 17 Strata Certificates
- 20 Building Approval Certificates for Unauthorised Works.

Total value of approved constructions was \$142,498,911.

##### Building Reviews

This year no review applications were lodged against a Building Licence condition.

## Strategic Plan Achievements 2010-2011

Strategies and Action Plans	Timeframe	Achievements
<b>Key Result Area One: Natural and Built Environment</b>		
<b>Objective 1.1: Improve and Maintain Environment and Infrastructure</b>		
<b>1.1.1 Capitalise on the Town's strategic location, its centres and commercial areas</b>		
(a) Implement and promote a strategy for each of the Town's Centres.	A strategy for each year until June 2014	Consultants have been engaged to prepare a North Perth Masterplan to provide the framework to develop and promote the North Perth Town Centre. Leederville Masterplan was reviewed by consultants and additional consultants have been engaged to amend the Leederville Masterplan to provide for improved implementation and promotion of the Leederville Town Centre. Detailed analysis of all Town Centres and additional economic forecasting for each of the Town Centre Areas also undertaken as part of Town Planning Scheme Review.
<b>1.1.2 Develop and implement a Town Planning Scheme and associated policies, guidelines and initiatives that deliver the community vision</b>		
(a) Review the Town of Vincent Town Planning Scheme No.1 within an agreed timeframe; and deliver a new Town Planning Scheme in accordance with the outcomes of Vincent Vision 2024 and associated documents.	2009-2011	Peer Review near completion and additional information being prepared relating to economic development and forecasting. Draft Local Planning Strategy, draft Town Planning Scheme No.2 Text and Maps and associated Precinct Policies currently being amended to reflect recommendations of Peer Review. Amended documents anticipated to be reported to Council in September 2011, to authorise the forwarding of the documents to the WAPC to obtain consent to advertise.
(b) Implement and promote planning policies and guidelines to enhance sustainability, amenity, universal access, neighbourhood interaction and crime prevention.	2009-2011	Planning and heritage policies and guidelines are being consolidated as part of the Town Planning Scheme Review.  New Precinct Policies have been prepared as part of the Town Planning Scheme Review and have been incorporated into the Peer Review.  Key polices amendments have included the review of Multiple Dwelling Policy No. 3.5.8, Signs and Advertising Policy No. 3.5.2, Telecommunication Facilities Policy No. 3.5.6 and the adoption of Sustainable Design Policy No. 3.5.10.
(c) Continue to implement Vincent Vision 2024 objectives.	2009-2014	Outcomes of Vincent Vision 2024 are being addressed as part of the Town Planning Scheme Review.
(d) Adopt a policy to encourage a proportion of affordable housing, in partnership with the State Government, including a timeframe to implement recommendations.	2009-2014	Draft Affordable Housing Strategy advertised for public comment and presented to a Special Meeting on 14 October 2008. The strategy was endorsed by the Council on 14 April 2009 and initiatives to support the strategy have commenced. This strategy is believed to be the first of its kind for a WA local government. The recommendations within the strategy are to inform the review of the Town Planning Scheme No.1.
<b>1.1.3 Enhance and maintain the character and heritage of the Town</b>		
(b) Promote the Municipal Heritage Inventory and the Heritage Management Policies.	2009-2014	Municipal Heritage Inventory promoted through the Town's dedicated heritage website. Policies utilised effectively on a regular basis.



(c) Implement and promote the key objectives of the Heritage Strategic Plan 2007-2012.	2007-2012	Various publicity and promotional initiatives have been undertaken including the Heritage Workshops, Interpretive Signage of the Town's Heritage Places, the Heritage Assistance Fund, the Building Design and Conservation Awards, circulation of the Heritage Calendar and Heritage Newsletter and the Heritage Community Walks.
(d) Investigate and prepare a Strategy to upgrade front fences and street numbering in the Town.	2009-2010	Completed—Property Numbering Policy No. 3.5.20 has been amended and was adopted by Council at the Ordinary Meeting on 14 July 2009.
<b>1.1.4 Minimise negative impacts on the community and environment</b>		
(d) Review and progress the implementation and promotion of the Sustainable Environment Plan 2007-2012.	2009-2012	The Sustainable Environment Strategy 2011-2016 was adopted at the Ordinary Meeting of Council on 28 June 2011. The Town's Officers have commenced an Implementation Plan to implement the high priority actions in the Strategy.
<b>Key Result Area Two: Economic Development</b>		
<b>Objective 2.1: Progress Economic Development with Adequate Financial Resources</b>		
<b>2.1.4 Identify the needs and expectations of the business community and facilitate outcomes in the Town</b>		
(a) Implement the Town's Economic Development Strategy to promote economic vitality, the attractive features, strengths and opportunities of businesses in the Town.	2009-2014	The Town's new Economic Development Strategy 2011-2016 was finalised in November 2010.  With respect to implementation, the Town has become a member of the Australian Business Register and a dedicated Business Liaison and Economic Development Advisory Group has been created.  Being considered as part of Town Planning Scheme Review and the Masterplans being finalised for Leederville and North Perth.

# TECHNICAL SERVICES

**Director: Rick Lotznicker**

## Mindarie Regional Council

### *1.1.4 Minimise negative impacts on the community and environment*

The Town and six other metropolitan local governments comprise the Mindarie Regional Council (MRC). The MRC is committed to reducing the amount of waste to landfill and in 2009 implemented the Stage 1 Resource Recovery Facility located at Neerabup (east Wanneroo).

The RRF is designed to receive domestic and commercial waste and process the organic fraction of the waste stream to produce a high quality compost. The majority of the Town's waste was delivered to the RRF in 2010-2011.

Another reason why the RRF was constructed was to prolong the life of the existing MRC landfill site located at Tamala Park in Mindarie.

## Environmental Projects

### *1.1.4 Minimise negative impacts on the community and environment*

The Project Officer – Environment, in liaison with other service areas as and were required, progressed and initiated some of the following actions during this period:

- ICLEI Water Campaign
- Preparation of Catchment Management Plans
- Review of the Waste Minimisation Plan
- Banks Foreshore Restoration Stage 2
- Walters' Brook Concept Design
- TravelSmart Action Plan
- Robertson Park Wetland Investigation/Management
- Environmental Grants and Awards
- Urban Green Thumb Workshops
- Community Gardens Consultation
- Electric Vehicle Charge Point Trial
- Home Energy Audits
- Provision of Advice on Contaminated Sites within Vincent
- Drain Stencilling Programme
- Solar Lighting of Reserves and Parks
- Battery Recycling School Talks
- Trial of LED Lights for Town Infrastructure.

## Worm Farms and Compost Bins

### *1.1.4 Minimise negative impacts on the community and environment*

The promotion of home composting, such as worm farms and backyard composting bins where the Town subsidises the cost of worm farms and compost bins provided to Vincent residents, is undertaken by the Project Officer – Environment and in addition several successful Worm Farm Workshops for residents were held and more are planned for the next financial year.

## Engineering Operations

**Manager: Con Economo**

Engineering Operations are responsible for the construction, maintenance and cleaning of the Town's infrastructure including roads, footpaths, drainage, rights of way, car parks and streetscapes. The team is also responsible for the collection of refuse from residential and commercial properties and for the control of the Works Depot (1 Linwood Court, Osborne Park).

## Maintenance Operations

### *1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

During 2010-2011 in excess of \$1.7 million was expended in maintaining the Town's infrastructure to a safe and acceptable level of service which included maintenance, repairs and street cleaning. These works also included the installation of crossovers, street/parking signage, drainage, road line marking and street furniture. The majority of these works were undertaken by the Town's workforce and some by contractors under the Town's supervision. In addition, considerable work was undertaken to remediate and improve drainage and road infrastructure to ameliorate wherever possible incidences of any future flooding.

## Capital Works Implemented – 2010-2011

### *1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

#### Footpath Upgrade Programme

An allocated amount of \$350,000 to upgrade slab footpaths to cast in-situ concrete and brick paving throughout Vincent was expended during this period. The programme resulted in just less than three kilometres of footpaths being upgraded with seventeen individual projects across Vincent.



On 17 April 2011 Barry McGuire, Indigenous Coastal and Marine Officer from Perth Region NRM, lead Vincent residents on a tour around the Wetlands Heritage Trail.

### Road Resurfacing and Rehabilitation

During this period \$1.1 million was allocated for road resurfacing and rehabilitation of the Town's local roads and distributor roads network as part of an on-going road upgrade programme. Four district distributor roads were upgraded as part of the metropolitan Regional Road Programme (administered by Main Roads WA) where the Town contributed one-third of the cost and the State Government contributed the remaining two-thirds and six local roads were improved.

### Australian Government's Auslink Roads to Recovery Programme

During 2010-2011 approximately \$185,000 was expended to upgrade a further eight local roads as part of this programme, which is fully funded by the Australian Government.

### Rights of Way

In accordance with the adopted programme, five rights of way were upgraded, paved and drained at a total cost of approximately \$300,000. Engineering Operations were also responsible for upgrading a number of rights of way for private developers (at their cost).

### Capital Works

A large number of significant projects including traffic management, the upgrade of existing car parks, State-funded Black Spot safety improvements and various streetscape upgrades were also implemented by Engineering Operations.

Projects included the upgrade and construction of the brick-paved footpaths and streetscape improvements in Stirling Street (between Parry and Brisbane Streets) and several traffic management improvements including Lincoln Street, Bulwer Avenue (conversion to one-way), Joel Terrace and Bourke Street.

Drainage construction was implemented to address flooding issues including Farr Avenue/Emmerson Street and the urgent upgrade of the drainage main line in Beaufort Street.

### Recoverable Works

Engineering Operations undertook in excess of \$220,000 worth of recoverable works for private developers, public utility authorities and ratepayers. These works included the upgrade and repair of rights of way, footpaths, crossovers, roads and verges.

### Waste Management/Street Cleaning Operations

*1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

#### Household Refuse Collection

In excess of \$2.9 million was expended on the residential and commercial refuse collection service with the collection and disposal of over 15,000 tonnes

of refuse (domestic waste, park rubbish and tidy bins collected by Parks and Property Services) and miscellaneous waste. The volume of waste collected ranged from approximately 990 tonnes to 1,200 tonnes per month.

The service included a minimum weekly collection of mobile garbage bins from residential properties (including units) and commercial properties where, in some instances, the collection was up to two to three times per week.

#### Dumped Rubbish

The anti-social practice of dumping rubbish increased again throughout 2010-2011 with almost daily requests being received to collect dumped rubbish such as old mattresses, lounge suites etc. In response to this, Waste Management and Ranger Services implemented strategies to address and minimise dumping offences.

#### Street Cleaning/ Precinct Cleaning

A budget of \$450,000 was allocated to clean the Town's precincts, roads, footpaths and car parks. The dedicated Precinct Cleaning Crew undertook this function each day (except Christmas Day and Good Friday), commencing in the high profile Leederville shopping precinct and working their way around the various precincts, car parks and hot spots.

The Town also has a large road sweeper which swept every street three to four times over the course of the year. As part of this programme requests by ratepayers were also immediately addressed.

#### Works Depot

The Depot houses all plant and equipment for Engineering and Parks and Property Services and is also the base for the outside workforce. The Town has a large stores area within the Depot for day-to-day use and in case of emergencies.



Following the devastating floods in the Gascoyne in December 2010, the Town sent Parks Services personnel to Carnarvon to assist with the clean-up and rehabilitation of the area. L-R: Craig Phelps, Ben Ceber, Clare Hunter, Graeme Springett, Mayor Nick Catania, Laurie Price, CEO John Giorgi and Max Dennis prior to their departure.



## Asset and Design Services

Manager: Craig Wilson

Asset and Design Services is a multi-faceted team which is responsible for the design and documentation of the Town's infrastructure upgrade programmes including drainage, rights of way (acquisition, administration), underground power, street lighting, signage and street furniture. The team also assess all Development Applications to ensure compliance with the relevant engineering standards and specifications as well as providing design and survey support for Engineering Operations and Parks and Property Services.

### Capital Works Designed and Implemented during 2010-2011

*1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

#### Cycling, Walking and Universal Access Improvements

In the past financial year the Town completed various cycling, walking and universal access improvement projects. Amongst the major projects were the completion of the design for the 'missing link' of the Perth Bicycle Network Route NE4 Palmerston Street on-road cycle lanes between Randell and Stuart Streets (Perth) and the design of the Wetlands Heritage Trail through Charles Veryard Reserve. Minor improvements included bicycle parking facilities and tactile paving in keeping with the Disability Access and Inclusion Plan and Local Bicycle Network Plan.

#### Road Rehabilitation (State/Local Government Funded Road Works)

As part of the State 2010-2011 Metropolitan Regional Roads Programme (MRRP), the Town applied for and subsequently received funding to upgrade a section of four district distributor roads. The value of these projects was in the order of \$830,000, to which the Town contributed one-third of the total cost. The works, in the main, comprised new kerbing, drainage improvements, profiling of the existing road surface, applying new asphalt overlay and line-marking.

#### Drainage

In addition to the drainage improvements associated with the road rehabilitation and road resurfacing programmes, the Town undertook a number of drainage designs/assessments ranging from minor improvements addressing localised problems (such as tree roots blocking pipes) to significantly larger projects designed to reduce the likelihood of property damage resulting from flooding. The major storm event of 22 March 2010 presented many design and operational challenges which are still being addressed.

#### Car Parking

The Town undertook a number of minor and mid-sized parking improvement projects within the commercial precincts and around schools. Further, new parking restriction schemes were introduced in various

locations in direct response to residents' concerns, most of which related to all day commuter parking or general congestion in their street.

### Streetscape Improvements and Commercial Precinct Upgrades

*1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

Design projects vary from incorporating additional trees in the narrow streets of the inner city areas to extensive streetscape upgrades of the various Town Centres and Commercial Precincts. Design elements include varying combinations of new paving, street furniture, pedestrian crossing facilities, landscaping, public art, banner poles, bicycle parking facilities, bus shelters, traffic calming and upgraded street lighting. Further, in order to maximise the benefits to the community, many of these projects are specifically linked to the road resurfacing, traffic management and footpath upgrade programmes.

#### Beaufort Street Enhancement Working Group

The Town engaged with the Beaufort Street Network community action group and local business representatives to look at new and innovative design features to be incorporated in an 'upgraded' Beaufort Street. The design elements will include unique 'artistic' street furniture such as bins, bike racks and seating. Further improvements may include major public art pieces, murals in public spaces and new street lighting at the Walcott Street end.

### Traffic Management and Safety

*1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

Various traffic management and road safety improvement projects were designed and implemented during the course of the year, the most notable being the Lord and Edward Streets Black Spot Improvement Project. Other projects included traffic calming works in Bourke Street (Leederville), upgraded pedestrian crossing signals in Fitzgerald Street (North Perth), traffic management and parking improvements around the Highgate Primary School and various intersection improvements.



On 22 July 2010 the Town officially opened the new Highgate Forrest Park Playgroup premises. Located at Forrest Park, the refurbishment has created additional space including a kitchen, a laundry, internal toilets and storerooms which the parents and children of the playgroup greatly appreciate.





On 26 February 2011 the Town held a HHW and e-waste disposal day at the Loftus Centre Car Park. Almost 4,000kg of e-waste was collected and almost 11,000kg of HHW was diverted from landfill.

## Other Programmes

### Bus Shelter Grants Scheme

Over the past ten years the Town has participated in the Public Transport Authority's (PTA) grants scheme which co-funded the installation of twenty-three new bus shelters. However, the PTA suspended the programme in early 2010, and as a result the Town deferred any further bus shelter installations until such time as the programme's future is clarified.

### State Underground Power Programme

In 2009 the Town unsuccessfully applied for Round 5 of the State Underground Power Programme (SUPP). Notwithstanding, underground power continues to be implemented as a condition of commercial development approval where appropriate. Further, in early 2011 Western Power advised that it intended to underground the powerlines in Walcott Street from Charles Street (North Perth) to Raglan Road (Mount Lawley) as a public safety improvement project and works commenced in May 2011.

## Asset Management

### *4.1.2 Manage the organisation in a responsible, efficient and accountable manner*

Asset management is recognised as a core function of local government and it is expected that it will be mandated in legislation in the coming year, requiring all local governments to develop comprehensive Asset Management Plans which will link directly into the Plan for the Future. The Town has already commenced the process with the adoption of the Asset Management Strategy and Asset Management Policy, with Asset Management Plans currently being prepared for each class of asset.

## Waste Management

### *1.1.4 Minimise negative impacts on the community and environment*

#### Recycling Collection

To the end of June 2011 there were 12,016 'yellow top' 240L mobile recycling bins in service within Vincent. Some 3,820 tonnes of recyclable materials

were collected by the Town's contractor, Perth Waste, from both residential and commercial properties at a total cost of \$1,003,000. The recyclable materials were taken to Perth Waste's Bibra Lake recycling facility for sorting and distribution. In addition, the Town collected (there are collection points at the Administration & Civic Centre, Library & Local History Centre and Beatty Park Leisure Centre) a number of household items for recycling:

- dry cell batteries
- old mobile phones (MobileMuster)
- compact fluorescent light globes and fluorescent tubes and
- printer cartridges.

The Town also collected a large volume of dry cell batteries from the local primary schools as the children are enthusiastic participants in the Town's recycling programme.

In association with the Mindarie Regional Council, in February 2011 the Town held a very successful Household Hazardous Waste (HHW) Disposal Day. The hazardous waste collection contractors, Toxfree, advised that it was one of the busiest disposal days in which they had been involved, diverting 10,851kg of HHW from landfill of which about sixty per cent was paint. In addition, 3,810kg of e-waste (electrical appliances, televisions, computers, monitors, printers etc) were collected. Vincent residents also had access to the Balcatta, Tamala Park and Brockway Transfer Stations throughout the year at which to dispose of HHW and e-waste.

### Bulk Verge Collections

The Town carried out two green bulk verge collections and one general junk bulk verge collection during the year. The bulk verge collection resulted in 722 tonnes of general junk being collected from which ten tonnes of scrap metal was recovered, while the 314 tonnes of green waste collected was mulched for landscaping use.



On 5 December 2010 the accessible playground in Hyde Park was officially opened. Complementing the very popular Liberty Swing, the new playground is nestled between mature trees along the western end of the park. A Welcome to Country was given by Richard Wilkes prior to Mayor Nick Catania declaring the playground open.

## Parks and Property Services

Manager: Jeremy van den Bok

Park and Property Services' primary role is the maintenance and redevelopment of sportsgrounds, parks, road reserves and streetscape plantings. In addition, the team is also responsible for all infrastructure and activities associated with parks and reserves including building projects, property maintenance and halls and reserves bookings. Responsibility for co-ordinating the Graffiti Removal Service also lies with Parks and Property Services.

### Parks Development

#### *1.1.5 Enhance and maintain parks, landscaping and community facilities*

The most significant project completed during 2010-2011 was the redevelopment of the Hyde Park playground. This playground is the Town's largest and, given its unique location, there was scope to provide an accessible playground with a variety of components and landscaping features that would challenge children of varying ages both mentally and physically.

Following extensive consultation, which included a review of the final design by disability consultants and a successful funding submission through LotteryWest, works commenced on-site in July and were completed in December 2010.

The playground has been a very popular addition to Hyde Park and together with the recent Hyde Park Stage upgrade is another of many improvements being undertaken at one of Perth's premier regional parks.

### Conservation/Restoration Projects

#### *1.1.4 Minimise negative impacts on the community and environment*

The Hyde Park Lakes Restoration Project has progressed slowly over the past twelve months with the Detailed Site Investigation (DSI) now finally completed and submitted to the Department of Environment and Conservation (DEC) and the Department of Water (DOW) for their assessment and review.

Representatives of the DEC and DOW attended a meeting of the Hyde Park Lakes Restoration Working Group in June 2011 to discuss the issues confronting the Town, given Perth's drying climate and the results of the DSI. It was resolved at this meeting that the Town had to rethink the original proposal to line the lakes and subsequently a further revised plan without lining has now been approved by the Council.

The revised plan also shows the newly constructed lake walls being relocated just inside the existing walls to enable battering of the lake bed to the depth required to maintain a groundwater interface.

Information boards outlining the new concept will be placed in the Administration & Civic Centre and Library & Local History Centre. In addition, information sessions will be held at local shopping centres.

An Eco-zoning Implementation Plan was approved and will involve the removal of grassed areas on road reserves and around parks and replacement with native vegetation in an effort to further conserve groundwater use. The first year of the programme includes the Loftus Street median island and areas within the adjacent Keith Frame Reserve.

### Capital Works

#### *1.1.6 Enhance and maintain the Town's infrastructure to provide a safe, healthy, sustainable and functional environment*

Capital works completed throughout the 2010-2011 year included:

- Installation of Water Meters on Groundwater Bores (Stage 1)
- Replacement of Synthetic Sports Surfaces
- Charles Veryard Reserve – Paths and Lighting
- Forrest Park – Dual-Use Path Extension
- Park Furniture Facilities Upgrade (Stage 3)
- Outdoor Exercise Equipment
- Electric BBQ Replacement Programme Stage 2 (now completed)
- Les Lilleyman Reserve – Electric BBQ
- Kyilla Park – Playground Upgrade
- Jack Marks Reserve – Playground Upgrade
- Redfern/Norham Street Reserve – Playground Upgrade
- Brentham Street Reserve (North) – Playground Upgrade
- Hyde Park – Playground Upgrade (in progress).

### Building Projects and Property Maintenance

The Mount Hawthorn Main Hall upgrade works commenced in the latter part of the financial year and include installation of an elevator, accessible toilet and various minor improvements required in accordance with the Building Code.

An upgrade of the Medibank Stadium (Leederville Oval) grandstand was completed during the year which included new seating and construction of an umpires' dug-out. Other maintenance projects completed over the past twelve months include toilet refurbishments, floor resealing, general painting, roof repairs and replacement of plumbing infrastructure associated with the Town's seventy-three buildings.

All storm damage repairs that were required following the storm encountered on 22 March 2010 were also completed. These works included replacement of carpet and furniture, and repairs to ceilings and roof sheeting.

In accordance with the 20-Year Universally Accessible Facilities Programme, the North Perth Town and Lesser Halls were upgraded with the installation of a universally accessible toilet and provision for wheelchair access.

An audit was also undertaken of all Town buildings to identify any asbestos materials. As a result of the audit a 5-year plan has been put in place to remove asbestos from the buildings and this is set to commence in the 2011-2012 financial year.

## Operations – Maintenance

### 1.1.5 Enhance and maintain parks, landscaping and community facilities

#### Street Trees

Over 10,500 street trees are located within Vincent and the management of all street trees, including pruning, watering and planting, is the responsibility of Parks Services.

A total of 104 street trees were removed during the year. The removals were required as the trees were either dead, in decline or causing damage to private property. The majority of these were the Queensland Box species which have suffered significantly due to the lack of rainfall and subsequent drop in the groundwater table. A total of sixty-two trees were planted in streets throughout Vincent during 2010-2011.

An annual pruning programme commences in July each year and involves clearing of all Western Power cables, under pruning and clearing of the household service wires.

#### Weed Pest Control/Fertiliser Applications

In an effort to reduce costs, the annual weed control of footpaths/kerbs/medians has only been undertaken once per year for the past two years; however as weed growth has been excessive this programme will once again be undertaken twice a year.

The Town fertilises all active sports reserves three times per year with various blends of fertiliser, depending on results of turf leaf tissue analysis and the Phosphorous Retention Index (PRI) of the soils. Turf areas around water bodies near Hyde Park, Smith's Lake and Banks Reserve are not fertilised to minimise run-off into the drainage and groundwater systems.

#### Playgrounds

The Town's playgrounds are inspected and maintained regularly in accordance with the relevant Australian Standards. The adopted Playground Upgrade Programme works are being implemented accordingly and information pertaining to the programme can be obtained from Parks Services.

Australia-wide concerns were raised during the past twelve months in relation to potential lead levels in some painted playground components. A check of the Town's playgrounds was completed and a report submitted to the Department of Health which indicated that the majority of playgrounds within Vincent are not affected as they were installed within the past ten years. Any play equipment older than ten years was also identified as being in good condition, therefore having no potential danger to children.

	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010
No. of entries	115	71	84	87	84	117	117	111	116	95	107

#### Graffiti Control

The Town has a policy of, where practicable, removing all reported graffiti tags on public and private property within forty-eight hours.

The data below represents the statistics for the period 1 July 2010 to 30 June 2011:

Suburb	2008-09	2009-10	2010-11
Coolbinia	13	6	3
East Perth	12	14	19
Highgate	109	88	189
Leederville	346	271	395
Mount Hawthorn	263	213	298
Mount Lawley	284	259	259
North Perth	580	387	351
Perth	563	497	698
West Perth	125	91	134

Of the above reports 1,875 were on private property, 557 were on Town property and the remainder being on other service authorities' infrastructure. A total of 10,282m<sup>2</sup> of graffiti was removed at a total cost of \$157,747.

#### Vandalism

The Town experiences acts of vandalism from time to time and costs associated with repairs and reinstatement of recreational areas/buildings and car parks for the 2010-2011 financial year were:

Location	2008-09	2009-10	2010-11
Sportsgrounds	\$26,304	\$27,886	\$28,839
Parks	\$32,922	\$38,542	\$32,329
Road Reserves	Nil	\$5,750	\$1,186
Car Parks	\$972	\$1,317	\$515
Council Buildings	\$16,579	\$11,204	\$15,293

#### Halls and Reserves Bookings

The total revenue generated for the year from halls bookings was \$199,712 and the total revenue generated from the hiring of reserves was \$91,928.

#### Garden Competition

The Town's 16<sup>th</sup> Annual Garden Competition was conducted in October 2010. This popular event is one of the highlights of the year and local residents and businesses are encouraged to enter their own property or other properties within Vincent that they consider worthy of nomination.



## PERFORMANCE AND WORKLOAD INDICATORS

The *Local Government Act* requires local governments to produce a Plan for the Future. The indicators have been prepared under the following activities:

- Governance
- Asset Acquisition and Replacement
- Beatty Park Leisure Centre
- Vincent Library Services
- Law and Order Services
- Car Parks and Parking Control
- Town Planning and Development Control
- Building Management and Control
- Health Services
- Parks and Sports Grounds
- Road Reserve Infrastructure
- Waste Management
- Community Development.

The Town performed to a high standard in most activity areas, generally meeting established performance measures. Details on the performance of specific activities are included in the various service area reports contained within this Annual Report.

Operating expenditures were subject to some variations, operating incomes were on budget.

## Governance

### ACTIVITY

To provide efficient and effective administrative and operational services to the Council Members to enable them to perform their duties and meet the requirements of the community and the Council.

### OBJECTIVE

To provide timely, professional advice and services to Council Members to facilitate strategic planning and responsible decision-making.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Average number of residents per Council Member	2,989	2,989	3,466
Size of local government	11.3 sq km	11.3 sq km	11.3 sq km
Average population per square kilometre	2,689	2,689	2,761
<b>Efficiency Indicators</b>			
Governance expenses as a percentage of operating expenditure	5.16	6.40	5.55
Average governance expenses per Council Member	\$204,579	\$273,702	\$243,022
Average amount of Council expenses per Council Member	\$107,784	\$112,150	\$114,149
<b>Effectiveness Indicators</b>			
Elector rating of overall Council Member performance	N/A	N/A	N/A
Voter participation at elections	NA	29.60%	N/A
Number of elector initiated meetings	1	0	0
Number of complaints against a Council Member for alleged breach of the Town's Code of Conduct	1	1	2

### Statistical Information

Governance	08-09	09-10	10-11
Governance as a percentage of operating expenditure	5.16	6.40	5.55
Average governance expenditure per Council Member – total governance	\$204,579	\$273,702	\$243,022
Members of Council only	\$107,784	\$112,150	\$114,149
<b>Elector Initiated Meetings</b>			
Number of meetings	1	0	0
<b>Complaints to the Ombudsman</b>			
Number of complaints	2	2	3
<b>Freedom of Information Requests</b>			
Number of requests	12	7	8

## Statistical Information – Decisions of Council

Item	08-09	%	09-10	%	10-11	%
Items Considered	581	-	546	-	507	-
Recommendations Adopted	451	77.62	408	74.72	373	73.57
Recommendations Amended	87	14.97	107	19.59	98	19.32
Recommendations Not Adopted	13	2.24	19	3.47	17	3.35
Items carried En Bloc	214	36.83	235	43.04	201	39.64
Items Deferred	28	4.82	32	5.86	28	5.51
Notices of Motion	5	-	9	-	19	3.74
Corrected Officer Recommendations	-	-	55	10.07	2	0.39
Average Public Attendance	30	-	20	-	19	-
Average Public Questions/ Speakers	12	-	5	-	8	-
Average Meeting Time	2 hours & 41 minutes		3 hours & 50 minutes		3 hours & 15 minutes	

## Asset Acquisition and Replacement

### ACTIVITY

To provide for the acquisition and replacement of Council vehicles, plant and equipment assets. The major plant and waste plant are acquired and replaced in line with the 5-year Plant Replacement Programme. The light vehicles are replaced in accordance with the Fleet Management Contract. The acquisition and replacement of computer hardware is in line with the Information Technology Strategic Plan.

### OBJECTIVE

To provide a programme for the planned acquisition and replacement of Council-owned assets and to ensure the necessary reserves are in place to enable this to be funded in the future.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Effectiveness Indicators</b>			
Percentage of Capital Expenditure financed by external funding	17.7	14.7	17.7
Percentage of Assets programmed for replacement actually replaced	67	82	97
Ratio of Capital Expenditure to Total Depreciation	102%	90%	87%



## Beatty Park Leisure Centre

### ACTIVITY

To maintain a high quality leisure facility for the benefit of all ratepayers, residents and other members of the public.

### OBJECTIVE

To provide the community with a self-funding facility that has access to both aquatic and other leisure activities in a clean, well-supervised, state-of-the-art facility.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Number of full time equivalent employees in the Leisure Centre	51	51	46
Number of recreation and leisure centre users per week	15,254	15,596	15,403
Number of swimming pool users per week	8,045	7,785	7,854
Number of activity users per week (swim school, circuit, aerobics, aquarobics, personal training, massage)	1,750	1,867	1,949
<b>Efficiency Indicators</b>			
Net cost of operating Leisure Centre per user	\$0.27	\$0.34	\$0.38
Net cost per full-time equivalent employee	\$4,167	\$5,511	\$6,677
Operating cost per hour open to the public	\$1,053	\$1,096	\$1,077
<b>Effectiveness Indicators</b>			
Leisure Centre total operating hours per week	98.25	98.25	98.25
Leisure Centre's written complaints per 1,000 capita	<1.0%	<1.0%	<1.0%

## Statistical Information

Attendance Figures	08-09	09-10	10-11
<b>Category</b>			
Adult Swim*	153,438	145,660	140,319
Child Swim*	52,598	53,397	51,849
Student Swim*	12,997	10,097	9,126
Pensioner/Senior Swim*	24,140	28,464	26,987
Sauna/Spa/Steam Room/Swim*	12,856	13,375	13,363
Pensioner Sauna/Spa/Steam Room/ Swim*	2,891	3,384	3,103
Student Sauna/Spa/Steam Room/ Swim*	-	1,636	1,121
Trainer Swim*	12,566	13,951	10,621
Family Swim (2 adults and 2 children)	15,176	15,500	18,013
Baby Toddler – free	52,105	51,975	54,225
Spectator	86,837	95,863	104,894
In-term Swim and VacSwim	58,004	53,967	64,492
Carnival	21,600	18,100	15,200
Special Events	650	615	700
Birthday Party participants	2,203	2,177	2,724
Swim School – parent baby	14,400	15,591	17,036
Swim School – preschool	20,250	23,001	25,111
Swim School – school age	31,450	34,077	36,767
Swim School – adult	2,420	2,867	2,733
Swim School – one-to-one	1,690	1,276	1,677
Swim School – school holiday	2,575	3,105	3,385
Swim School – RLSS In-term	2,060	2,430	2,130
Member Entry	158,706	178,104	164,832
Casual Gym	3,775	3,946	4,010
Fitness Appraisal	47	-	-
50+FIT	731	848	801
Aerobics*	7,636	6,819	5,884
Circuit Gym*	834	479	439
Aqua Fitness*	3,873	4,198	3,101
Massage	872	1,114	883
Personal Training	2,227	2,175	1,425
Crèche	8,453	9,367	7,349
RPM*	652	1,308	1,191
Meetings/Functions/Courses	10,220	12,130	5,480
<b>TOTAL</b>	<b>793,215</b>	<b>810,996</b>	<b>800,971</b>

\* Not including member attendance

## Vincent Library Services

### ACTIVITY

Providing a comprehensive library and information service for the residents, in well-equipped and modern surroundings at the Town of Vincent Library and Local History Centre.

### OBJECTIVE

To provide the community of the Town with access to a first-class service which provides the widest range of library services and maximises the use of current technology.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Number of library loans per annum	195,422	198,869	194,153
Total registered members	10,765	16,030	12,433
Total number of requests per annum per member	0.63	0.86	0.68
<b>Efficiency Indicators</b>			
Total number of requests satisfied	6,805	9,449	8,725
Total members served per staff member full-time equivalent	10.45	14.24	9.34
Total book loans per staff member full-time equivalent	18,973	15,443	16,723
Library operating expenditure per member	\$111.59	\$79.11	\$109.64
<b>Effectiveness Indicators</b>			
Number of library loans per member	18.15	12.41	15.62
Total hours per week of access	55	55	55
Hours of access outside normal office hours	15	15	15
Current membership as percentage of local government population	35.35	35.40	39.85
Average number of users of Internet terminals per week	261	365	326

### Statistical Information

Membership	08-09	09-10	10-11
Adult Membership	9,064	13,493	8,897
Child Membership	1,436	2,537	2,346
<b>Total Membership</b>	<b>10,765</b>	<b>16,030</b>	<b>12,433</b>
Percentage of resident membership	54.09	39.43	56.89
Number of housebound members	70	66	85
Average monthly transactions	30,660	31,864	31,207
Number of Library Board stock per capita	1.25	1.25	1.17
Library Board standard	1.25	1.25	1.25
Number of items issued	195,422	198,869	194,153
Library gross expenditure	\$1,201,225	\$1,268,137	\$1,363,159
Cost per issue	\$6.15	\$6.37	\$7.02



## Law and Order Services

### ACTIVITY

To provide a Ranger Service to the community which will fulfil the statutory requirements of the Council within the law and order and public safety services.

### OBJECTIVE

To provide the residents, ratepayers and business proprietors of the Town with an effective liaison, educational and legislative service in the areas of Animal Control, Litter Control, Graffiti Control, Fire Hazards, Abandoned Vehicles and other associated activities.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Expenditure per property serviced by Ranger Services	\$238.82	\$237.18	\$245.36
Total annual complaints received per capita	0.87	0.87	0.83
Number of reports received to which Ranger Services response was warranted	24,742	23,879	25,955
<b>Efficiency Indicators</b>			
Ranger Service revenue per full-time equivalent	-\$81,790	-\$114,411	-\$126,234
Response time to reports received	2 hours*	2 hours*	2 hours*
Responses handled per full-time equivalent	2,749	2,849	3,083
<b>Effectiveness Indicators</b>			
Percentage of rateable properties covered by Ranger Services	100	100	100
Percentage of total reports warranting Ranger response to which response was provided	100	100	100
Total reported complaints	24,744	25,643	27,746

\* Dog attacks actioned immediately / Serious parking complaints – initial response as soon as possible / Dependent on severity of complaint

### Statistical Information

Number of Complaints	08-09	09-10	10-11
Litter	266	171	357
Dogs – general	539	539	527
Dogs – noise	73	66	110
Dogs – attacks	33	33	36
Bush fire/burn off	96	92	112
Other	499	736	887
Total number of non-parking complaints	1,612	1,597	1,799
<b>Number of Infringement Notices Issued</b>			
Dog Act	71	71	69
Litter Act	10	18	14
<b>Dogs</b>			
Number of dogs impounded	74	74	78
Number of dogs claimed	63	63	65
Number of dogs sold	7	6	5
Number of dogs euthanised	4	5	3

## Car Parks and Parking Control

### ACTIVITY

To provide an enforcement service to residents, ratepayers and business proprietors of Vincent and to provide car parking facilities for use by the customers of Vincent.

### OBJECTIVES

- To provide the residents, ratepayers and business proprietors of Vincent with effective and cost-efficient car parking facilities.
- To provide suitably maintained car parks to ensure safety and security of patrons.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Parking revenue as a percentage of overall revenue	12.25	13.40	13.21
Total number of infringements issued per annum	32,746	32,855	33,331
Total number of infringements issued per capita	1.15	1.16	1.17
Number of premises assessed for eligibility for parking permits	1,150	1,304	1,394
Number of properties assessed for road closure/obstruction permits	706	864	902
Number road/footpath obstruction permits issued	434	471	511
<b>Efficiency Indicators</b>			
Number of infringements issued per full-time equivalent	2,898	3,638	3,703
Parking revenue generated per full-time equivalent	\$223,478	\$239,848	\$246,785
<b>Effectiveness Indicators</b>			
Percentage of revenue over total expenditure for car parks and parking control	128	134	136
Number of complaints received by Ranger Services regarding parking in Vincent	16,642	14,405	18,540

## Statistical Information

Revenue	08-09	09-10	10-11
<b>Inspectorial Control</b>			
Modified Penalties	\$2,011,300	\$2,158,630	\$2,118,729
Court Imposed Penalties	\$500	\$193	\$248
Sale of Parking Signs	\$1,100	\$873	\$2,073
Other Revenue	\$1,810	\$12,388	\$1,547
<b>Total</b>	<b>\$2,014,210</b>	<b>\$2,172,084</b>	<b>\$2,122,597</b>
<b>Car Parks</b>			
Frame Court	\$643,200	\$995,524	\$1,091,407
Brisbane Street	\$240,500	\$265,807	\$285,386
Raglan Road	\$25,900	\$27,093	\$35,294
The Avenue	\$408,900	\$563,019	\$647,428
Oxford Street	\$2,000	\$1,511	\$713
Chelmsford Road	\$55,700	\$57,277	\$61,555
Loton Park	\$35,000	\$78,974	\$86,473
The Stadium	\$5,000	\$4,647	\$10,713
Barlee Street	\$35,000	\$36,172	\$55,737
<b>Total</b>	<b>\$1,451,200</b>	<b>\$2,030,024</b>	<b>\$2,274,706</b>
<b>Kerbside Parking</b>			
Various Kerbside Locations	\$597,500	\$623,517	\$697,268
<b>Parking Revenue Total</b>	<b>\$4,062,910</b>	<b>\$4,825,625</b>	<b>\$5,094,571</b>
<b>Expenditure</b>			
Inspectorial Control	\$1,672,545	\$1,966,503	\$2,053,111
Car Parks	\$507,541	\$621,942	\$523,322
<b>Parking Expenditure Total</b>	<b>\$2,180,086</b>	<b>\$2,588,445</b>	<b>\$2,576,433</b>
<b>Net Parking Revenue</b>	<b>\$1,882,824</b>	<b>\$2,237,180</b>	<b>\$2,518,138</b>



## Town Planning and Development Control

### ACTIVITY

To provide for the orderly and proper land use and development in Vincent by providing equitable and timely planning advice and efficient and effective decision-making for the long-term benefit of the residents of Vincent.

### OBJECTIVE

To provide the future strategic planning of Vincent and to maintain an efficient and effective service in the deliverance of statutory planning issues.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Comparative Indicators</b>			
Net planning and regulatory costs per capita	\$42	\$59	\$53
Number of planning applications determined through the year*	703	741	553
Development applications	539	650	497
Survey strata title applications	32	20	21
Subdivision referrals	61	41	43
Change of land use applications	66	67	82
Home occupation applications	5	8	1
Requests for Town Planning Scheme amendments	0	0	0
<b>Efficiency Indicators</b>			
Percentage of planning applications determined under delegated authority	72	75	71
Development applications	76	75	88
Survey strata title applications	66	82	95
Subdivision referrals	69	88	100
Change of land use applications	38	55	88
Home occupation applications	40	50	67
Average net cost of processing planning applications	\$980	\$1,391	\$1,395
Average planning application processing time	52 days	49 days	45 days
Development applications	63 days	51 days	48 days
Survey strata title applications	34 days	14 days	15 days
Subdivision referrals	37 days	18 days	18 days
Change of land use applications	65 days	53 days	54 days
Home occupation applications	80 days	63 days	55 days
Percentage of applications processed within statutory time frame	65	59	69
<b>Effectiveness Indicators</b>			
Percentage of appeals per application decision**	4	2	1.9
Percentage of successful appeals per appeal lodged	50	33	7.6
Percentage of mediated appeals	-	-	61.5

\*The total number of planning applications relates to those applications received and determined in the financial year, whereas the total figure in the statistical table relates to applications that are determined only in the financial year (an application may have been received in the previous financial year). The total number of applications determined comprises development, change of use and home occupation applications. The Western Australian Planning Commission is the responsible authority for strata and survey strata title applications and subdivision referrals.

\*\*There are no formal appeal rights on requests for town planning scheme amendments.

## Statistical Information

Planning Applications	08-09	09-10	10-11
Planning applications	221	322	-
Change of Use	-	-	82
Development not involving demolition	66	67	234
Home Occupation	5	8	1
Home Occupations – renewals	0	0	2
Demolition excluding redevelopment	54	33	8
Demolition including redevelopment	202	220	335
<b>Total</b>	<b>548</b>	<b>650</b>	<b>662</b>
Planning Appeals – Tribunal			
Total Number	<b>23</b>	<b>17</b>	<b>13</b>
Appeals Dismissed	3	3	0
Appeals Upheld	4	3	1
Appeals Dismissed (part)	0	3	8
Appeals Withdrawn	8	5	0
Appeals Pending	8	3	4
Approved Developments			
Single Houses	84	83	48
Grouped Dwellings	46	50	58
Multiple Dwellings	10	15	256
Aged/Dependent Persons Dwellings	0	1	1
<b>Total Number of Dwellings</b>	<b>140</b>	<b>149</b>	<b>363</b>
Dwellings subject to alterations/ additions	703	741	181
Home Occupations	5	8	1
Mixed-Use Developments Comprising:	31	38	11
shop	10	5	1
office	60	34	28
eating house	1	1	2
show room	1	7	1
education establishment	0	0	1
group dwellings	0	2	1
multiple dwellings	202	182	256
light industry	1	0	0
unlisted use	1	1	0
hall incl. dining	0	1	0
hostel	0	1	0
Commercial	129	25	4

## Building Management and Control

### ACTIVITY

To manage and maintain the Town's building assets to meet the required standards in accordance with the Town's five-year maintenance programme.

### OBJECTIVES

- To ensure building developments comply with the statutory standards of enabling legislation and provide for reasonable structure of integrity, durability, health, safety and amenity for the benefit of the occupants in the community.
- To manage the Town's building assets and to ensure the Town's buildings are maintained to a satisfactory level that ensures both the health and the safety of the users of the buildings.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Number of building applications per year	583	561	634
Average value of building applications per year	\$225,428	\$186,380	\$272,986
Building control revenue to expenditure ratio	0.60	0.63	0.55
<b>Efficiency Indicators</b>			
Average number of working days to decide building application	4.4 days	33.6 days	38 days
Percentage of building licence applications processed within 35 days	100	81	62
Percentage of private swimming pools inspected during the year	43	22	57
Net private swimming pool inspection costs per inspection (GST inclusive)	\$26.40	\$26.40	\$33.00
<b>Effectiveness Indicators</b>			
Percentage of appeals per building licence application decision	Nil	Nil	Nil
Percentage of successful appeals lodged	No Building Appeals	No Building Appeals	No Building Appeals
Percentage of pools inspected that require second or subsequent inspection to ensure compliance	62	40	10

\* Statistics provided by the Royal Life Saving Society

### Statistical Information

Building Licences	08-09	09-10	10-11
Building Licences	397	385	444
Demolition Licences	89	66	74
Sign Licences	13	15	20
Swimming Pool Licences	30	38	59
Strata Certificates	20	24	17
Building Approval Certificates for Unauthorised Works	34	33	20
<b>Total</b>	<b>583</b>	<b>561</b>	<b>634</b>
Value	\$131,424,695	\$104,559,631	\$142,498,911
<b>Private Pool Inspections</b>			
Number of Pools Inspected	271	143	408
Number of Pools Requiring Re-Inspection	168	56	39
Percentage of Pools Requiring Re-Inspection	62	40	10

## Health Services

### ACTIVITY

To ensure overall compliance with all statutory environmental health related legislation, codes and standards.

### OBJECTIVE

To provide regulation, control and education to promote, protect and maintain the health of the community and provide equitable access to community health services.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Expenditure</b>			
Health Service expenditure as a percentage of total operating expenditure	2.2	2.1	2.1
Health expenditure per head of population	\$26.57	\$30.40	\$26.60
<b>Workload Indicators</b>			
Number of premises inspections required per annum:			
• Food premises	871	660	707
• Public buildings	130	104	#72
• Public swimming pools samples	372	338	336
• Lodging houses	42	42	46
• Skin penetration premises (registered)	13	2	4
• Offensive trades	22	18	18
• Pest control	170	166	236
• Noise (including follow-up) <i>(Different assessment method)</i>	671	618	867
Annually variable statistics:			
• Number of Special Event Permits	81	172	95
• Number of Development and Building Licence Applications assessed for HIA	610	1,020	1,177
• Number of Greywater System Applications assessed	3	3	3
• Number of Property and Business Orders and Requisitions processed	1,554	3,281	788
• Number of customer requests actioned	297	167	362
• Number of complaints received against Health Services per annum	0	0	1
• Food samples	173	*128	95
• Number of food units used	1,878	835	540
• Staff immunisation	122	131	106

#New risk rating system implemented

\*New sampling scheme



Number of compliance actions initiated:			
• Notice/directions issued under the <i>Health Act 1911</i> , Town of Vincent Health Local Law 2004 and <i>Food Act 2008</i>	49	38	45
• Notice/Directions issued under the <i>Local Government Act 1995</i> and <i>Local Government (Miscellaneous Provisions) Act 1960</i>	13	10	19
• Noise infringement notices issued	13	6	6
• Food premises infringement notices issued	*	20	12
• Noise abatement directions issued	7	0	1
• Environmental pollution notices issued	0	0	0
• Directions given for non-compliant swimming pool samples	5	11	9
• Directions given for unsatisfactory food analysis	17	35	21
• Prosecutions	1	3	1
Effectiveness Indicators			
Percentage of total inspection target completed during the year (by group):			
• Food premises	67	99.7	97
• Public buildings	75	67	138
• Public swimming pools	91	100	90
• Lodging houses	100	60	89
• Skin penetration premises	15	50	100
• Offensive trades	59	89	100
Compliance rates (outcomes expressed as a percentage)			
• Notice/directions issued under the <i>Health Act 1911</i> , Town of Vincent Health Local Law 2004 and <i>Food Act 2008</i>	82	86	89
• Notice/directions issued under the <i>Local Government Act 1995</i> and <i>Local Government (Miscellaneous Provisions) Act 1960</i>	85	100	37
• Noise infringement notices issued	70	100	100
• Food premises infringement notices issued	-	100	100
• Noise abatement directions issued	71	N/A	100
• Environmental pollution notices issued	-	-	-
• Directions given for non-compliant swimming	-	100	100
• Directions given for unsatisfactory food	-	71	100
• Prosecutions	100	100	100

\*Not previously reported

## Parks and Sports Grounds

### ACTIVITY

The development and maintenance of all parks and sports grounds utilised for passive and active recreation to the highest standard of duty and care.

### OBJECTIVE

To provide equitable access to a range of parks, gardens and recreation grounds to enable the passive and active recreation needs of the community to be enjoyed in a safe and aesthetically satisfying environment.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Hectares of parks, gardens and recreation grounds per thousand capita passive and active	3.93	3.94	3.39
Annual cost of parks and recreation grounds maintenance per rateable property	\$121.45	\$138.25	\$137.57
Number of passive reserves	39	39	39
Number of active reserves	21	21	21
Number of trees planted per year	250	81	145
<b>Efficiency Indicators</b>			
Annual maintenance cost per hectare for parks and recreation grounds	\$18,163	\$20,976	\$21,326
Annual maintenance cost per hectare for street tree and verge maintenance	\$8,911	\$10,081	\$10,472
<b>Statistical Information</b>			
Reserve Booking Statistics	08-09	09-10	10-11
<b>Braithwaite Park</b>			
Number of Bookings	19	21	62
Number of Users	1,300	2,355	5,532
Revenue	\$1,183	\$1,170	\$2,201
<b>Hyde Park</b>			
Number of Bookings	90	120	150
Number of Users	38,039	55,103	24,700
Revenue	\$7,952	\$12,098	\$19,053
<b>Banks Reserve</b>			
Number of Bookings	16	19	105
Number of Users	1,342	4,450	3,203
Revenue	\$5,549	\$8,198	\$5,974
<b>Beatty Park Reserve</b>			
Number of Bookings	246	264	263
Number of Users	10,286	11,920	14,815
Revenue	\$5,358	\$6,432	\$5,856
<b>Woodville Reserve</b>			
Number of Bookings	85	67	50
Number of Users	1,633	2,720	1,650
Revenue	\$13,114	\$2,269	\$15,533
<b>Britannia Road Reserve</b>			
Number of Bookings	722	546	844
Number of Users	88,803	88,941	70,886
Revenue	\$15,560	\$13,816	\$18,676
<b>Charles Veryard Reserve</b>			
Number of Bookings	213	200	283
Number of Users	9,705	15,574	9,880
Revenue	\$12,704	\$4,106	\$4,990

<b>Les Lilleyman Reserve</b>			
Number of Bookings	290	341	221
Number of Users	6,904	20,898	11,918
Revenue	\$3,579	\$4,106	\$2,433
<b>Birdwood Square</b>			
Number of Bookings	110	65	491
Number of Users	3,425	7,671	17,421
Revenue	\$1,769	\$2,212	\$5,328
<b>Forrest Park</b>			
Number of Bookings	350	300	340
Number of Users	37,432	19,350	19,194
Revenue	\$2,475	\$2,465	\$2,994
<b>Hall Booking Statistics</b>			
<b>North Perth Town Hall</b>			
Number of Bookings			
Main Hall	697	760	566
Lesser Hall	430	694	568
Number of Users			
Main Hall	22,258	37,809	26,660
Lesser Hall	10,553	15,085	18,644
Total Revenue	\$50,716	\$47,173	\$66,734
Total Expenditure	\$41,218	\$71,967	\$50,705
Net Return	\$9,498	\$23,720	\$16,029
<b>Mount Hawthorn Community Centre</b>			
Number of Bookings			
Main Hall	336	374	552
Lesser Hall	900	557	464
Number of Users			
Main Hall	11,506	23,340	21,924
Lesser Hall	26,667	23,113	28,340
Total Revenue	\$48,726	\$63,394	\$51,533
Total Expenditure	\$74,987	\$75,326	\$83,254
Net Return	-\$26,261	-\$11,932	-\$31,721
<b>Banks Reserve Pavilion</b>			
Number of Bookings	425	283	241
Number of Users	6,188	4,990	8,700
Total Revenue	\$9,518	\$13,343	\$13,386
Total Expenditure	\$25,044	\$29,083	\$28,971
Net Return	-\$15,526	-\$15,740	-\$15,585
<b>Menzies Park &amp; Pavilion</b>			
Number of Bookings	164	414	582
Number of Users	5,657	8,740	12,196
Total Revenue	\$7,900	\$10,532	\$9,799
Total Expenditure	\$72,578	\$109,212	\$126,610
Net Return	-\$64,678	-\$98,680	-\$116,811
<b>Royal Park Hall</b>			
Number of Bookings	786	450	490
Number of Users	15,196	23,501	16,550
Total Revenue	\$46,157	\$50,726	\$58,260
Total Expenditure	\$78,559	\$83,103	\$75,756
Net Return	-\$32,402	-\$32,377	-\$17,496

## Road Reserve Infrastructure

### ACTIVITY

The management and maintenance of an effective and efficient infrastructure system for roads, drainage and street lighting, including the provision and maintenance of a network of safe footpaths and dual-use paths. The monitoring of traffic patterns in terms of access, safety and road capacity to ensure efficient traffic flows, ensuring that adequate levels of vehicular parking exists within designated strategic locations and developing and maintaining streetscape improvements to achieve an attractive visual environment. Progressively carry out improvements to rights of way (ROWs).

### OBJECTIVE

To develop and manage a road system that provides for safe, efficient and comfortable vehicular and pedestrian traffic.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Road preservation expenditure ratio	0.16	0.17	0.24
Town resources roadwork expenditure per rateable property	\$177.09	\$208.57	\$116.43
Proportion of total expenditure applied to sealed roads	11.83%	14.75%	9.25%
<b>Efficiency Indicators</b>			
Percentage of utilisation and road-making plant	85.39	87.64	87.64
Percentage of road asset network assessed for a set condition	7.14	10.17	14.29
Percentage of road construction completed within the year	79.37	86.67	75.47
Average cost of verge or streetscape maintenance per hectare	\$91.50	\$76.95	\$60.00
<b>Effectiveness Indicators</b>			
Road condition ratio	0.49	0.50	0.50
Percentage of road capital expenditure to road depreciation	4.35	3.15	2.74
Road preservation performance ratio	0.87	0.94	1.47



## Waste Management

### ACTIVITY

The removal and disposal of putrescible, recyclable and green waste in a cost-effective and efficient manner by means of:

1. Weekly domestic service
2. Fortnightly recycling service
3. Bi-annual verge collection
4. Provision of compost bins at cost price.

The aim of these services is to reduce the quantity of waste disposal which goes to landfill sites.

### OBJECTIVE

To provide a cost-efficient, effective and environmentally-friendly waste collection/recycling service to the residents of Vincent by employing state-of-the-art disposal technology.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Waste management revenue to expenditure ratio	0.03	0.03	0.04
Number of residential waste collections per week	14,020	14,423	14,951
Total tonnes of waste to landfill per annum	15,352	15,030	14,622
<b>Efficiency Indicators</b>			
Waste collection cost per tonne	\$235	\$317	\$293
Waste collection cost per service	\$226	\$277	\$258
Net recycling cost per tonne	\$257	\$254	\$239
Total annual waste management expenditure per capita	\$118	\$144	\$137
<b>Effectiveness Indicators</b>			
Number of complaints per thousand capita	6.24	3.24	3.36
Percentage of missed services per week	0.01	0.01	0.01

## Statistical Information

<b>Rubbish Collection</b>	<b>08-09</b>	<b>09-10</b>	<b>10-11</b>
Rateable Properties	16,300	16,326	16,326
Residential Properties serviced	14,020	14,423	14,951
Commercial Properties serviced by Town of Vincent (includes churches, schools, halls and some vacant blocks that are under development)	1,804	1,273	1,496
Commercial Properties not serviced by Town of Vincent	418	N/A	N/A
Total domestic and commercial rubbish tipping costs	\$731,665	\$1,570,848	\$1,301,218
Total tonnes domestic and commercial rubbish collected	13,727	13,331	14,622
<b>Recycling – Domestic</b>			
Paper	N/A	789	949
Co-mingled	N/A	2,636	2,418
<b>Total Tonnage</b>	<b>3,128</b>	<b>3,425</b>	<b>3,367</b>
<b>Recycling – Commercial</b>			
Paper	N/A	N/A	N/A
Co-mingled	N/A	N/A	N/A
<b>Total Tonnage</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Public Tidy Bins/Parks</b>			
Tipping cost per tonne	\$59.40	\$72.60	\$105.00
Tipping costs	\$33,481	\$31,670	\$49,609
Tonnes	564	508	477
Collection cost	\$139,831	\$167,295	\$232,312
Collection cost per tonne	\$248	\$329	\$487
<b>Bulk Verge Collection</b>			
Contractor's cost per annum	\$229,196	\$236,430	\$238,342
Tipping costs per annum	\$53,810	\$70,876	\$91,242
Hard waste collected	567	620	721
Green waste collected	500	573	314

## Community Development

### ACTIVITY

To progress the Town's vision and values by facilitating the achievement of the community's goals through co-operation and partnership with the local community.

### OBJECTIVES

- To provide services and programmes which are relevant to the needs of our community.
- To promote community development and cultural diversity.
- To provide opportunities for people in our community to enhance their quality of life.
- To facilitate an effective communication flow between the community and the Town.

KEY PERFORMANCE INDICATORS	08-09	09-10	10-11
<b>Workload Indicators</b>			
Participant numbers in events	9,856	15,500	45,678
Number of events serviced	56	56	41
<b>Efficiency Indicators</b>			
Client feedback on services provided	See below	See below	See below
<b>Effectiveness Indicators</b>			
Evaluation surveys on events	99.6 % rated the organisation of the events as 4 or 5 (Likert Scale with 1 being for badly organised and 5 for well organised) 99.2% of those surveyed would like to attend the event	99% rated the organisation of the events as 4 or 5 (Likert Scale with 1 being for badly organised and 5 for well organised) 99% of those surveyed would like to attend the event again.	96% rated the organisation of the events as 4 or 5 (Likert scale with 1 being for badly organised and 5 for well organised) 97% of those surveyed would like to attend the event
Percentage of external funding compared with total Community Development expenditure	16.7	17.2	15.3

# COMPETITION PRINCIPLES AGREEMENT

The Competition Principles Agreement (CPA) is a contractual agreement between the Federal Government and all State and Territory Governments. Local Government is committed to the CPA through the State Governments' involvement. The focus of the CPA is to ensure that all public enterprises operate in a transparent manner in the best public interest. This requires that public enterprises review their operations to ensure that they do not have a competitive advantage or disadvantage resulting from their status as public enterprises.

To ensure compliance with the CPA, local governments are required to include in their annual reports certain particulars in relation to CPA. The Town of Vincent supports the concept of the CPA and in this regard the following particulars are reported.

## Competitive Neutrality

This principle deals with ensuring that government business operations do not have any advantage or disadvantage in comparison with the private sector. At present no activities undertaken by the Town have been classified as either a Public Trading Enterprise or a Public Financial Enterprise by the Australian Bureau of Statistics.

During the reporting period the Town did not receive any allegations of non-compliance with the principles of Competitive Neutrality.

## Structural Reform of Public Monopolies

The Town does not operate any Public Monopolies within the CPA definition and accordingly there is no reporting requirement. The Town did not privatise any activities during 2010-2011.

## Legislation Review

Within the principles of the CPA is a requirement for local governments to review all existing legislation to ensure that the legislation does not restrict competition, or if restrictive legislation is in place, it is in the best interests of the community.

## Local Laws

The review was carried out in-house and completed in 2009. The *Local Government Act 1995* requires all existing local laws to be reviewed every eight years.

## Policies

In conjunction with the Local Laws Review process, the Town regularly reviews its policies. All new policies were advertised for twenty-one days for public comment, thereafter being adopted by the Council. In some cases policies were amended to reflect current terminology and community expectations. Policy amendments are an on-going commitment and feature regularly at Council Meetings.



The Beaufort Street, William Street and Angove Street festivals attract thousands from across the metro area and showcase Vincent's café and retail centres.



# TOWN PROFILE

## History

For tens of thousands of years before the settlement of the Swan River Colony, the indigenous Nyoongar people were hunters and gatherers who occupied the south-west corner of Western Australia. The lakes on the coastal plain were particularly important to the Aboriginal people, providing them with both spiritual and physical sustenance.

At the time of the first European contact in 1827, the area in which Perth now stands was called Boorloo. Boorloo formed part of Mooro, the tribal lands of Yellagonga, whose group was one of several based around the Swan River known collectively as the Whadjug. The Whadjug was a part of the greater group of thirteen or so tribes which formed the south west socio-linguistic block still known today as Nyoongar ('The People'), or sometimes by the name Bibbulman.

After settlement in 1829, the Europeans gave the name of 'Third Swamp' to one of a chain of lakes stretching from Claisebrook to Herdsman Lake. Nearly seventy years later, in 1897, fifteen hectares of Third Swamp would be gazetted as a public park and two years later renamed Hyde Park. Hyde Park is now one of the Town of Vincent's most attractive and popular parks.

From 1831, hostile encounters between European settlers and Nyoongars – both large-scale land users with conflicting land value systems – increased considerably. This phase of violence culminated in events such as the execution of Whadjug tribal chief Midgegooroo, the murder of his son Yagan and the massacre of the Murray tribe.

By 1843, when Yellagonga died, his tribe had begun to disintegrate and had been dispossessed of their land around the main settlement area of the Swan River Colony. They retreated to the swamps and lakes north



Bread delivery by the West Perth Bakery of B Walkemeyer – possibly in Beaufort Street, between Newcastle and Bulwer streets, c. 1902. Photo courtesy: Otto Walkemeyer



Cyclists riding past the general store in Cleaver Street, West Perth, 1920s. Photo courtesy: E C Van Bleezen

of the settlement area including Third Swamp, formerly known by them as Boodjamooling.

Third Swamp continued to be a main camp site for the remaining Nyoongar people in the Perth region and was also used by travellers, itinerants and homeless people. By the gold rush days in the 1890s they were joined by many miners en route to the goldfields.

Meanwhile, the principal lakes had been drained and between 1855 and 1883 there were phases of settlement to the north of Perth. The 1871 *Municipalities Act* established Perth and seven other towns as municipalities with the authority to levy rates, while Local Road Districts were financed almost exclusively from government grants.

Leederville, Highgate and North Perth were originally included in the vast area controlled by the Perth Roads Board, whose limited revenue over the next twenty years was reflected most obviously in the lack of road construction. Much early infrastructure was financed by private citizens.

Residential development progressed from the 1880s, particularly following the completion of the Fremantle to Guildford rail line in 1881. Highgate began to develop, the Woodville Estate (now North Perth) was opened in 1890, and the Monger and Leeder Estates were sold to developers and subdivided in 1890-1891. The first subdivision of the Mount Hawthorn locations into residential estates occurred between 1887 and 1903, with the Hawthorn Estate being one of the later subdivisions.

Development was rapid in Leederville and North Perth. In May 1895, the section of the Perth Roads Board area covering Leederville and West Leederville was gazetted Leederville Roads Board. Less than twelve months later, Leederville became a municipality, having sufficient property within its boundaries to provide a minimum of £300 in annual rates at a rating of not more than one shilling to the pound. In April 1897 the population of the Leederville municipality had reached more than one thousand and its municipal area was divided into three wards – north, south and central.



Butchers with delivery bike outside their shop at 365 Fitzgerald Street, North Perth, 1939. Photo courtesy: Bill Woodthorpe

By 1895 North Perth had also emerged as a suburb in its own right. Four years later it was declared a Roads Board and, in October 1901, gazetted as a municipality. The North Perth Council was in existence from 25 October 1901 to 22 December 1914.

By 1897 Third Swamp was no longer a camp site and was vested for the citizens as a public reserve. Much of Vincent's rich heritage stems from the 1890s and 1900s when many community buildings were established, including the North Perth District School (now North Perth Primary), Highgate Primary School, Leederville and Brisbane Street post offices, North Perth Police Station, Brisbane and Queens hotels, the North Perth Town Hall, the Redemptorist Monastery and the Perth Mosque.

In 1914 the Councils of Perth, North Perth and Leederville agreed to the union of the three municipalities (Greater Perth), as prescribed in the *Municipal Corporation's Act 1906*. The union took effect on 22 December 1914. Later, the ratepayers of Victoria Park Council decided, by referendum on 22 November 1916, to amalgamate with the City of Perth, and this union was consummated on 1 November 1917.

On 1 July 1994, the restructure of the City of Perth created three new local governments: the Towns of Vincent, Cambridge and Shepperton (now Victoria Park), plus a smaller City of Perth. Commissioners were appointed to control these until elections were held in May 1995.

The Town of Vincent's inaugural elections were conducted by the State Electoral Commission under the postal voting system, which produced a voter response in excess of forty-four per cent.

In July 2007 the Town's boundaries were expanded to include a part of Glendalough south of the Mitchell Freeway (subsequently renamed Mount Hawthorn in 2008) and parts of East and West Perth north of the Graham Farmer Freeway.

In early 2011, having met the requirements to be designated a City, as prescribed by Section 2.4 of the *Local Government Act 1995*, the Town applied to the Minister for Local Government to have its status changed to that of City. The proposal was successful and from 1 July 2011 the Town of Vincent will become the City of Vincent.

The Town of Vincent is named after Vincent Street, which is a major road through the centre of the Town. It is also the location of the Town's Council Chambers and administrative offices.

Vincent Street is believed to be named after George Vincent, the Chief Draftsman in the Lands Department and original grantee of land on the north side, east from Charles Street. He named it after himself on issue of the first Crown Grant of Perth c.1876. The municipality includes the suburbs of North Perth, Leederville, Highgate and Mount Hawthorn, and parts of East Perth, West Perth, Perth, Mount Lawley and Coolbinia.

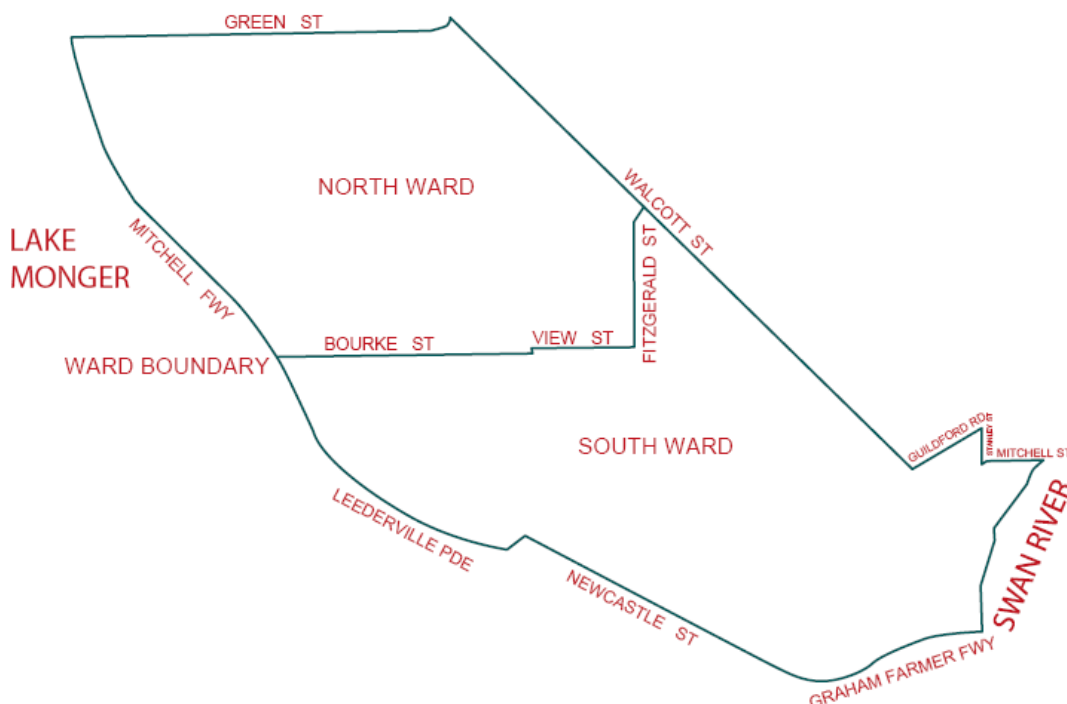
Although only new, within its boundaries Vincent holds a rich and varied history. It is a place of cultural diversity with residents whose origins lie in places like Europe and Asia, and forty per cent of whom were born overseas. Reflections of this variety are found in the number of religions or spiritual groups that have representation within the Town, among them Christianity (eighteen denominations), Buddhism, Islam, Judaism and Hinduism.

There are busy and popular commercial areas such as Beaufort, Fitzgerald and Oxford streets and Scarborough Beach Road, and peaceful suburbs where old and new lie side by side. There is more than a hundred years of built history and heritage within the boundaries of the municipality – and all of it, whether a century, a decade, or just a few years old, is important to the Town of Vincent. All of it contributes to the colour and personality of Vincent, enriching the lives of the people who live here and of those just passing through.



Three Tilbrook sisters: Glenis and twins Winsome and Treasure, on the steps of Leederville Technical School in Richmond Street, c. 1960. Photo courtesy: Winsome Armstrong

## TOWN OF VINCENT BOUNDARIES



### Statistics

Area	11.3 square km of which 106.4 hectares comprises parks and gardens
Population	31,200 estimated (ABS, 31 March 2011)
Rateable Properties	16,447
Number of Electors	19,865
Number of Town Employees	186 (FTE)
Number of Wards	Two
Total Budget	\$40,265,150

### Number of Elected Members

Mayor and eight Councillors

### Distance from Perth City

The Administration & Civic Centre is 3 km from Perth GPO

### Area of Parks and Gardens

104 hectares

### Length of Roads and Footpaths

Roads	139 km
Footpaths	260 km

### Suburbs and Localities

Suburbs: Highgate, Leederville, Mount Hawthorn, North Perth and parts of East Perth, West Perth, Perth City, Mount Lawley, Coolbinia and Osborne Park.

### Boundaries

Town of Cambridge, Cities of Bayswater, Perth and Stirling.

### Facilities

**Library:** Town of Vincent Library & Local History Centre, 99 Loftus Street, Leederville

**Loftus Community Centre:** 99 Loftus Street, Leederville

**Services for Seniors:** Rosewood Care Group (Inc.), (Meals on Wheels); Volunteer Task Force; Multicultural Services Centre of WA Inc.; Vincent Community Care.

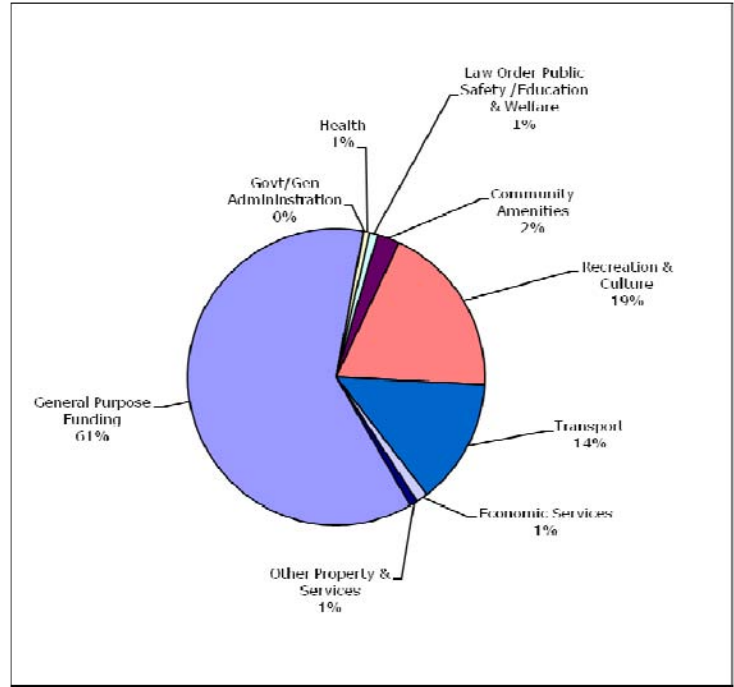
**Recreation Facilities:** Beatty Park Leisure Centre, Hyde Park, E & D Litis Stadium, Dorrien Gardens, Loftus Recreation Centre, State Gymnastics Centre, Bowling Clubs, Tennis Clubs, Croquet Club, Robertson Park Tennis Complex, Royal Park, nib Stadium (Perth Oval), Medibank Stadium (Leederville Oval).

# PIE CHARTS

## Income and Expenditure Pie Charts

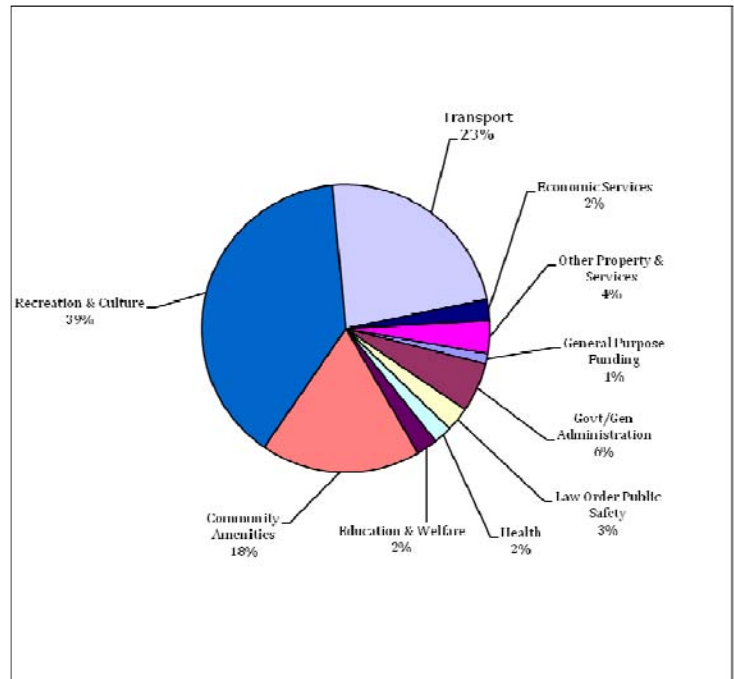
### Operating Income

INCOME TYPE	AMOUNTS \$
General Purpose Funding	23,584,110
Govt/General Administration	18,591
Health	257,598
Law and Order/Public Safety/Education/Welfare	338,501
Community Amenities	935,797
Recreation and Culture	7,264,855
Transport	5,276,301
Economic Services	497,346
Other Property and Services	320,998
	<b>38,494,098</b>



### Operating Expenditure

EXPENSE TYPE	AMOUNTS \$
General Purpose Funding	46,387
Govt/General Administration	2,198,501
Law and Order/Public Safety	1,073,599
Health	822,428
Education/Welfare	941,563
Community Amenities	7,114,193
Recreation and Culture	15,409,603
Transport	9,205,279
Economic Services	948,406
Other Property and Services	1,447,106
	<b>39,622,066</b>





# FINANCIAL REPORT for the year ended 30 June 2011

Independent Audit Report .....	68
Statement by Chief Executive Officer .....	70
Statement of Comprehensive Income by Nature or Type..	71
Statement of Comprehensive Income by Programme .....	72
Statement of Financial Position .....	73
Statement of Changes in Equity .....	74
Statement of Cash Flows.....	75
Rate Setting Statement .....	77
Notes to and forming part of the Financial Report .....	78

# INDEPENDENT AUDIT REPORT



Certified Practising Accountants

**PARTNERS**  
 Anthony Macri FCPA  
 Domenic Macri CPA  
 Connie De Felice CA

## INDEPENDENT AUDITOR'S REPORT

### TO: RATEPAYERS OF TOWN OF VINCENT

We have audited the financial report of the Town of Vincent, which comprises the Statement of Financial Position as at 30 June 2011 and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year ended on that date and a summary of significant accounting policies and other explanatory notes.

#### *Council's Responsibility for the Financial Report*

Council is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations), the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended). This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### *Auditor's Responsibility*

Our responsibility is to express an opinion on the financial report based on our audit. Our audit has been conducted in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with the relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Council, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### *Independence*

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.



# INDEPENDENT AUDIT REPORT


## Auditor's Opinion

In our opinion, the financial report of the Town of Vincent:

- (i) gives a true and fair view of the financial position of the Town of Vincent as at 30 June 2011 and of its financial performance for the year ended on that date; and
- (ii) complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards (including the Australian Accounting Interpretations).

## Statutory Compliance

We did not during the course of our audit become aware of any instances where the Council did not comply with the requirements of the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

  
\_\_\_\_\_  
MACRI PARTNERS  
CERTIFIED PRACTISING ACCOUNTANTS  
28 THOROGOOD STREET  
BURSWOOD WA 6100

  
\_\_\_\_\_  
A MACRI  
PARTNER

PERTH  
DATED THIS 24<sup>th</sup> DAY OF OCTOBER 2011.



## STATEMENT BY CHIEF EXECUTIVE OFFICER

### Financial Year Ended 30 June 2011

The Town of Vincent was declared to be a City under the name of the City of Vincent by Command of the Lieutenant-Governor and Administrator in Executive Council under section 2.4 of the *Local Government Act 1995*. This Order took effect as from 1 July 2011.

The annual financial report for the Council as at 30 June 2011 was prepared under the name of the Town of Vincent.

The following financial report of the Town of Vincent, being the annual financial report and supporting notes and other information for the financial year ended 30 June 2011, is, in my opinion, properly drawn up to present fairly the financial position of the Town of Vincent at 30 June 2011 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards and comply with the provisions of the *Local Government Act 1995* and the regulations under that Act.



**John Giorgi, JP**  
**Chief Executive Officer**

Signed on the 24<sup>th</sup> day of October 2011



# STATEMENT OF COMPREHENSIVE INCOME

## BY NATURE OR TYPE for the year ended 30 June 2011

	Note	Revised Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>REVENUE</b>				
Rates	24	21,153,299	21,101,600	19,752,151
Operating Grants, Subsidies and Contribution	22	2,234,075	1,241,273	1,208,546
Fees and Charges	21	14,045,585	13,708,842	12,854,941
Interest Earnings	3	1,116,800	1,317,166	1,137,851
Other Revenue		149,800	1,189,795	1,078,313
		<b>38,789,559</b>	<b>38,558,676</b>	<b>36,031,802</b>
<b>EXPENDITURE</b>				
Employee Costs		(16,708,805)	(17,433,222)	(17,355,202)
Materials and Contracts		(12,711,357)	(11,170,823)	(10,765,462)
Utilities Charges		(1,845,090)	(2,063,394)	(1,800,735)
Insurance Expenses		(704,610)	(510,685)	(418,114)
Interest Expenses		(944,240)	(895,450)	(899,547)
Depreciation of Non-Current Assets	4(b)	(7,712,095)	(7,548,492)	(7,488,037)
Other Expenditure		0	0	(2,526)
		<b>(40,626,197)</b>	<b>(39,622,066)</b>	<b>(38,729,623)</b>
Non-Operating Grants, Subsidies and Contributions	22	<b>4,114,298</b>	<b>1,162,099</b>	<b>1,381,081</b>
Profit on Asset Disposal	4(c)	118,718	80,172	69,275
Loss on Asset Disposal	4(c)	0	(3,756)	(24,286)
		<b>118,718</b>	<b>76,416</b>	<b>44,989</b>
Change in Equity – Joint Venture	20	0	(64,578)	2,284,915
		<b>0</b>	<b>(64,578)</b>	<b>2,284,915</b>
<b>NET RESULT</b>		<b>2,396,378</b>	<b>110,547</b>	<b>1,013,167</b>
<b>Other Comprehensive Income</b>				
Changes on Revaluation of Non-Current Assets	12	0	46,040,493	0
<b>Total Other Comprehensive Income</b>		<b>0</b>	<b>46,040,493</b>	<b>0</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>2,396,378</b>	<b>46,151,040</b>	<b>1,013,167</b>

This statement is to be read in conjunction with the accompanying notes

# STATEMENT OF COMPREHENSIVE INCOME

## BY PROGRAMME for the year ended 30 June 2011

		Revised Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>REVENUE</b>				
General Purpose Funding		23,344,129	23,584,110	21,970,078
Governance		11,650	14,738	17,999
Law, Order and Public Safety		292,570	132,386	126,822
Health		308,860	257,598	254,430
Education and Welfare		257,720	226,115	210,786
Community Amenities		783,660	935,797	743,901
Recreation and Culture		10,427,992	7,531,327	6,949,538
Transport		6,744,999	6,228,345	6,215,497
Economic Services		464,075	497,346	469,712
Other Property and Services		385,220	385,576	472,001
General Administration		1,700	3,853	27,111
		<b>43,022,575</b>	<b>39,797,191</b>	<b>37,457,875</b>
<b>EXPENDITURE Excluding Finance Costs</b>				
General Purpose Funding		(469,495)	(461,387)	(861,326)
Governance		(2,191,985)	(2,187,200)	(2,468,841)
Law, Order and Public Safety		(1,129,075)	(1,073,599)	(953,046)
Health		(935,085)	(822,429)	(822,734)
Education and Welfare		(964,380)	(846,757)	(707,370)
Community Amenities		(7,863,875)	(7,114,193)	(7,018,895)
Recreation and Culture		(14,708,600)	(14,658,216)	(14,109,454)
Transport		(9,405,315)	(8,998,202)	(8,868,246)
Economic Services		(828,920)	(948,406)	(765,901)
Other Property and Services		(1,183,527)	(1,447,106)	(1,301,271)
General Administration		(1,700)	(11,301)	47,008
		<b>(39,681,957)</b>	<b>(38,568,796)</b>	<b>(37,830,076)</b>
<b>FINANCE COSTS</b>				
Education and Welfare		(140,410)	(94,806)	(52,826)
Recreation and Culture		(754,140)	(751,387)	(765,314)
Transport		(49,690)	(207,077)	(81,407)
		<b>(944,240)</b>	<b>(1,053,270)</b>	<b>(899,547)</b>
Community Amenities				
(Change in Equity – Joint Ventures)	20	0	(64,578)	2,284,915
		<b>0</b>	<b>(64,578)</b>	<b>(2,284,915)</b>
<b>NET RESULTS</b>		<b>2,396,378</b>	<b>110,547</b>	<b>1,013,167</b>
<b>Other Comprehensive Income</b>				
Changes on Revaluation of Non-Current Assets	12	0	46,040,493	0
<b>Total Other Comprehensive Income</b>		<b>0</b>	<b>46,040,493</b>	<b>0</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>2,396,378</b>	<b>46,151,040</b>	<b>1,013,167</b>

This statement is to be read in conjunction with the accompanying notes

# STATEMENT OF FINANCIAL POSITION

for the year ended 30 June 2011

	Note	Actual 2010-11 \$	Actual 2009-10 \$
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	13	10,539,624	10,897,402
Other Assets	8	134,105	119,100
Trade and Other Receivables	7	2,339,368	1,971,492
Inventories	26	203,268	198,999
<b>TOTAL CURRENT ASSETS</b>		<b>13,216,365</b>	<b>13,186,993</b>
<b>NON-CURRENT ASSETS</b>			
Trade and Other Receivables	7	956,347	1,005,904
Financial Assets	20	3,699,502	3,764,080
Property, Plant, Equipment and Infrastructure Assets	10(a)	184,849,130	139,813,538
<b>TOTAL NON-CURRENT ASSETS</b>		<b>189,504,979</b>	<b>144,583,522</b>
<b>TOTAL ASSETS</b>		<b>202,721,344</b>	<b>157,770,515</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	9(a)	4,542,258	5,587,433
Provisions	9(b)	2,256,303	1,831,047
Borrowings – Current Portion	17	826,057	1,275,721
<b>TOTAL CURRENT LIABILITIES</b>		<b>7,624,618</b>	<b>8,694,201</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings – Non-Current Portion	17	13,216,976	12,949,031
Provisions	9	284,922	683,495
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>13,501,898</b>	<b>13,632,526</b>
<b>TOTAL LIABILITIES</b>		<b>21,126,516</b>	<b>22,326,727</b>
<b>NET ASSETS</b>		<b>181,594,828</b>	<b>135,443,788</b>
<b>EQUITY</b>			
Retained Surplus		119,186,925	119,360,950
Reserves – Cash Backed	11	9,324,749	9,040,177
Reserves – Asset Revaluation	12	53,083,154	7,042,661
<b>TOTAL EQUITY</b>		<b>181,594,828</b>	<b>135,443,788</b>

This statement is to be read in conjunction with the accompanying notes

## STATEMENT OF CHANGES IN EQUITY

for the year ended 30 June 2011

	RETAINED SURPLUS	RESERVES— CASH BACKED	RESERVE ASSET REVALUATION	TOTAL EQUITY
	\$	\$	\$	\$
<b>Balance as at 1 July 2009</b>	<b>120,014,092</b>	<b>7,373,868</b>	<b>7,042,661</b>	<b>134,430,621</b>
Net Resulted	1,013,167	0	0	1,013,167
Total Other Comprehensive Income	0	0	0	0
Transfer from / (to) Reserves	(1,666,309)	1,666,309	0	0
<b>Balance as at 30 June 2010</b>	<b>119,360,950</b>	<b>9,040,177</b>	<b>7,042,661</b>	<b>135,443,788</b>
Net Result	110,547	0	0	110,547
Total Other Comprehensive Income	0	0	46,040,493	46,040,493
Transfer from / (to) Reserves	(284,572)	284,572	0	0
<b>Balance as at 30 June 2011</b>	<b>119,186,925</b>	<b>9,324,749</b>	<b>53,083,154</b>	<b>181,594,828</b>

This statement is to be read in conjunction with the accompanying notes



# STATEMENT OF CASH FLOWS

for the year ended 30 June 2011

	Note	Revised Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>Payments</b>				
Employee Costs		(16,708,805)	(17,406,539)	(17,059,539)
Materials and Contracts		(13,634,627)	(12,588,432)	(14,171,983)
Utilities		(1,845,090)	(2,372,791)	(2,076,996)
Insurance		(704,610)	(587,260)	(482,259)
Other Expenditure		(944,240)	(761,445)	(399,581)
<b>Total Payments</b>		<b>(33,837,372)</b>	<b>(33,716,467)</b>	<b>(34,190,358)</b>
<b>Receipts</b>				
Rates		21,153,299	21,047,152	19,758,296
Operating Grants, Subsidies and Contributions		2,324,075	2,360,725	2,413,793
Fees and Charges		14,045,585	14,424,642	15,210,633
Interest Earnings	3	1,116,800	1,317,166	1,137,851
Goods and Services Tax		1,600,000	986,912	1,122,473
Other Revenue		149,800	161,691	2,026,026
<b>Total Receipts</b>		<b>40,389,559</b>	<b>40,298,288</b>	<b>41,669,072</b>
<b>Net Cash Flows from Operating Activities</b>	14(a)	<b>6,552,187</b>	<b>6,581,821</b>	<b>7,478,714</b>
<b>Cash Flows from Investing Activities</b>				
<b>Payments</b>				
Purchase of Land and Buildings		(3,750,480)	(758,406)	(3,409,440)
Purchase of Infrastructure Assets		(8,707,583)	(1,950,108)	(3,153,669)
Purchase of Plant and Equipment		(2,042,250)	(1,970,662)	(1,144,637)
Purchase of Furniture and Equipment		(218,800)	(156,837)	(88,255)
Work in Progress (Uncompleted Works)		0	(1,744,041)	(784,693)
	10(b)	<b>(14,719,113)</b>	<b>(6,580,054)</b>	<b>(8,580,694)</b>
<b>Receipts</b>				
Disposal of Plant and Equipment	4(c)	187,000	112,879	210,066
Contribution from Other Parties		721,312	0	0
Grant and Contribution for the Development of Assets		3,392,986	1,162,099	1,382,483
		<b>4,301,298</b>	<b>1,274,978</b>	<b>1,592,549</b>
<b>Net Cash Flows from Investing Activities</b>		<b>(10,417,815)</b>	<b>(5,305,076)</b>	<b>(6,988,145)</b>

This statement is to be read in conjunction with the accompanying notes

## STATEMENT OF CASH FLOWS (continued)

for the year ended 30 June 2011

	Note	Revised Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
Borrowings		960,000	777,215	1,450,502
Repayment of Borrowings	17	(1,092,947)	(1,092,938)	(938,894)
Net increase in Bonds and Deposits		0	(1,318,800)	419,028
<b>Net Cash Flows from Financing Activities</b>		<b>(132,947)</b>	<b>(1,634,523)</b>	<b>930,636</b>
<b>Net Increase/(Decrease) in Cash Held</b>		<b>(3,998,575)</b>	<b>(357,778)</b>	<b>1,421,205</b>
<b>Cash at 1 July 2010</b>		<b>11,506,483</b>	<b>10,897,402</b>	<b>9,476,197</b>
<b>Cash and Cash Equivalents at 30 June 2011</b>	14(b)	<b>7,507,908</b>	<b>10,539,624</b>	<b>10,897,402</b>

This statement is to be read in conjunction with the accompanying notes

# RATE SETTING STATEMENT

for the year ended 30 June 2011

	Original Budget	Actual
Note	2010-11	2010-11
	\$	\$
<b>OPERATING REVENUE (Excluding Rates)</b>		
General Purpose Funding	2,190,831	2,482,510
Governance	11,650	14,738
Law, Order and Public Safety	192,570	112,386
Health	308,860	257,598
Education and Welfare	207,720	226,115
Community Amenities	683,660	935,797
Recreation and Culture	7,477,180	7,264,855
Transport	5,562,795	5,276,301
Economic Services	464,075	497,346
Other Property and Services	143,220	320,998
General Administration (Allocated)	1,700	3,853
	<b>17,244,261</b>	<b>17,392,497</b>
<b>LESS EXPENDITURE</b>		
General Purpose Funding	(469,495)	(461,387)
Governance	(2,176,095)	(2,187,200)
Law, Order and Public Safety	(1,129,075)	(1,073,599)
Health	(935,085)	(822,429)
Education and Welfare	(1,094,790)	(941,563)
Community Amenities	(7,863,875)	(7,114,193)
Recreation and Culture	(15,463,620)	(15,409,603)
Transport	(9,415,005)	(9,205,279)
Economic Services	(763,920)	(948,406)
Other Property and Services	(952,490)	(1,447,106)
General Administration (Allocated)	(1,700)	(11,301)
	<b>(40,265,150)</b>	<b>(39,622,066)</b>
	<b>(23,020,899)</b>	<b>(22,229,569)</b>
<b>NET OPERATING RESULT EXCLUDING RATES</b>		
<b>NON-CASH EXPENDITURE AND REVENUE</b>		
Provision Employee Benefit (Non-Current) Adjustment	0	(398,574)
Deferred Rates Adjustment	0	(16,348)
Write Back Non-Cash Items Depreciation	7,712,095	7,548,492
Contributions/Grant for the Development of Assets	12,290,168	1,162,099
	<b>(3,018,626)</b>	<b>(13,933,900)</b>
<b>ACQUISITION OF NON-CURRENT ASSETS</b>		
Purchase Buildings Assets	(12,125,150)	(758,406)
Purchase Infrastructure Assets	(10,843,835)	(1,950,107)
Purchase Plant and Equipment	(2,662,600)	(1,970,662)
Purchase Furniture and Equipment	(214,900)	(156,837)
Work in Progress (Uncompleted Works)	0	(1,744,041)
Proceeds from Disposal of Assets	187,000	112,879
Proceeds of New Loan	3,728,000	960,000
Joint Venture Investment	0	64,578
Repayments Loan Capital	(1,092,948)	(1,092,938)
Transfer to Reserves	(1,648,400)	(1,855,502)
Transfer from Reserves	4,839,500	1,570,930
	<b>(19,833,333)</b>	<b>(6,820,106)</b>
	<b>(22,851,959)</b>	<b>(20,754,006)</b>
<b>DEMAND FROM RESOURCES</b>	<b>1,698,660</b>	<b>(2,644,360)</b>
<b>ADD SURPLUS/(DEFICIT) 1 JULY 10 B/FWD</b>	<b>0</b>	<b>(2,296,766)</b>
<b>LESS SURPLUS/(DEFICIT) 30 JUNE 11 C/FWD</b>	<b>0</b>	<b>(2,296,766)</b>
<b>AMOUNT TO BE MADE UP FROM RATES</b>	<b>(21,153,299)</b>	<b>(21,101,600)</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 1. SIGNIFICANT ACCOUNTING POLICIES

The significant policies which have been adopted in the preparation of these financial statements are:

#### (a) Basis of preparation

The financial report is a general purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standard Boards, the *Local Government Act 1995* and accompanying regulations.

The report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-assets, financial assets and liabilities.

#### Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make a judgment, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgment about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

#### (b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, transfers between Funds) have been eliminated.

#### Trust Funds

As the Town performs only a custodial role in respect of these monies, and because the monies cannot be used for Council purposes, they are excluded from the financial statements.

A separate statement of these monies appears at Note 19 to these financial statements. Amounts received as bonds, deposits and retention amounts controlled by Council are included in the amount disclosed as "creditors" within current liabilities.

#### (c) Property, Plant and Equipment

##### (i) *Cost and Valuation*

Property, plant and equipment and infrastructure are carried at cost or valuation.

Any gain or loss on disposal of assets is determined as the difference between the carrying amount of the asset at the time of disposal and the proceeds from disposal and is included in the operating results in the year of disposal.

Fixed assets with acquisition cost of less than \$500 have not been capitalised.

Signs and Litter Bins are considered immaterial and have not been capitalised.

##### (ii) *Land Under Roads*

Acquired on or before 30 June 2008:

Council has elected not to recognise the value of land under roads acquired on or before 30 June 2008 in accordance with AASB 1051.



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

Acquired on or after 1 July 2008:

Land under roads acquired after 30 June 2008 is accounted for in accordance with AASB 116 – Property, Plant and Equipment. However, *Local Government (Financial Management) Regulation 16* prohibits the recognition of land under roads as an asset as it is crown land but is vested under the control or management of the local government.

*Local Government (Financial Management) Regulation 4* states that where the Accounting Standard is inconsistent with the provisions of the regulations, the provisions of the regulations prevail to the extent of that inconsistency.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

### (iii) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of the acquisition or in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period.

Major depreciation periods are:

Asset Description	Life Expectancy
Buildings	40 years
Furniture and Equipment	4-10 years
Plant and Equipment	5-15 years
Bores/Pumps	10-20 years
Playground Equipment	10 years
Motor Vehicles	5-10 years
Sealed Roads and Streets	
Clearing and Earthworks	Not depreciated
Construction/Road Base	33 years
Formed Roads (Unsealed)	
Clearing and Earthworks	Not depreciated
Construction/Road Base	33 years
Footpaths – Insitu Concrete	75 years
Parking – Sealed/Kerbed/Drained	40 years
Parking – Lighting	30 years
Rights of Way – Sealed/Kerbed/Drained	40 years
Drainage	80 years
Fencing	20 years
Park Furniture/Street Furniture	10 years

Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time an asset is completed and held ready for use.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (iv) Capitalisation Threshold

Expenditure on items of equipment under \$1,000 is not capitalised. Rather, it is recorded on an asset inventory listing.

### (v) Revaluation of Non-Current Assets

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date. The revaluation of infrastructure assets was undertaken this year.

## (d) Employee Entitlements

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

### (i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within twelve months represents the amount the municipality has a present obligation to pay resulting from employees' services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

### (ii) Long Service Leave (Long-term Benefits)

The provision for employees' benefits for long service leave expected to be settled more than twelve months from the reporting date represents the present value of the estimated future cash outflows to be made by the employer resulting from the employees' service to balance date.

## (e) Trade and Other Receivables

Collectability of trade receivables is reviewed on an on-going basis. Debts that are known to be uncollectible are written off when identified. Provision for impairment in receivables is raised when there is objective evidence that they will not be collectible.

## (f) Leases

The Council has no obligations under finance leases at balance date.

In respect of operating leases, where the lessor effectively retains substantially the entire risks and benefits incidental to ownership of the leased items, lease payments are charged to expense over the lease term.

## (g) Rates, Grants, Donations and Other Contributions

The rating and reporting periods coincide. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of rates.

Grants, donations and other contributions are recognised as revenues when the Council obtains control over the assets comprising the contributions. Control over granted assets is normally obtained upon their receipt or upon prior notification that a grant has been secured, and the timing of commencement of control depends upon the arrangements that exist between the grantor and the Council. Contributions not received over which the Council has control are recognised as receivables.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged at the reporting date, the nature of, and amounts pertaining to, those undischarged conditions are disclosed in Note 5. The note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the Council's operations for the current reporting period.

### (h) Inventories

#### General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next twelve months.

#### Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the Income Statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on the Council's intentions to release for sale.

### i) Interest in Joint Venture

The Council is participant with six other councils, namely the Cities of Joondalup, Wanneroo, Stirling, Perth and the Towns of Cambridge and Victoria Park, in two regional councils.

Interest in Joint Venture is accounted for by applying the equity method. Under this method of accounting interest in a jointly-controlled entity is initially recorded at cost and adjusted thereafter for the post acquisition change in the venturer's share of net assets of the jointly-controlled entity.

For further details relating to the Interest in Joint Venture in the Mindarie Regional Council and the Tamala Park Regional Council refer to Note 20.

### (j) Cash and Cash Equivalents

Cash and cash equivalents in the Statement of Financial Position comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Statement of Cash Flows, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities on the Statement of Financial Position.

### (k) Trade and Other Payables

These represent liabilities for goods and services provided to the Town prior to the end of the financial year that are unpaid and arise when the Town becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within thirty days of recognition.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (l) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables in the Statement of Financial Position are stated inclusive of applicable GST.

### (m) Impairment of Assets

Assets are tested for impairment where an impairment trigger has occurred. To the extent any impairment is determined, this will be recognised immediately in the Operating Statement.

Based on the assessment performed to date, it is not anticipated any such adjustment will be significant.

### (n) Borrowings

Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of the liability for at least twelve months after the Statement of Financial Position date.

### (o) Investments and Other Financial Assets

#### Classification

Council classifies its investments in the following categories: financial assets at fair value through profit or loss, loans and receivables, held-to-maturity investments and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date.

#### (i) *Financial Assets at Fair Value through Profit and Loss*

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

#### (ii) *Loans and Receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than twelve months after the Statement of Financial Position date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the Statement of Financial Position.

#### (iii) *Held-to-Maturity Investments*

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale. Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than twelve months from the reporting date, which are classified as current assets.

#### (iv) *Available-for-Sale Financial Assets*

Available-for-sale financial assets, comprising principally marketable equity securities, are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within twelve months of the Statement of Financial Position date. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### Recognition and Derecognition

Regular purchases and sales of financial assets are recognised on trade-date – the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the Income Statement. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the Income Statement as gains and losses from investment securities.

### Subsequent Measurement

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Gains or losses arising from changes in the fair value of the financial assets at fair value through profit or loss category are presented in the Income Statement within other income or other expenses in the period in which they arise. Dividend income from financial assets at fair value through profit and loss is recognised in the Income Statement as part of revenue from continuing operations when Council's right to receive payments is established. Changes in the fair value of other monetary and non-monetary securities classified as available-for-sale are recognised in equity.

### Impairment

Council assesses, at each balance date, whether there is objective evidence that a financial asset or group of financial assets are impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered as an indicator that the securities are impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss – measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit or loss – is removed from equity and recognised in the Income Statement. Impairment losses recognised in the Income Statement on equity instruments classified as available-for-sale are not reversed through the Income Statement.

#### **(p) Provisions**

Provisions are recognised when: the Council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

#### **(q) Impairment**

In accordance with Australian Accounting Standards, the Town's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 – Impairment of Assets and appropriate adjustments are made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

### (r) Estimation of Fair Value

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the Statement of Financial Position date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. These include the use of recent arm's length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

### s) Rounding

All figures shown in the financial report have been rounded off to the nearest dollar and some minor variations between schedules may result.

### (t) Comparatives

Comparative figures are, where appropriate, reclassified as to be comparable with the figures presented for the current financial year.

### (u) Budget Comparative Figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the revised estimate for the relevant item of the disclosure except the Rate Setting Statement and Statement of Rating Information Note 24 where the original estimates are used.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (v) New Accounting Standards and Interpretations for Application in Future Periods

Australian Accounting Standards and Interpretations that have recently been issued or amended, but are not yet effective, have not been adopted by the Council for the annual reporting period ending 30 June 2011.

Council's assessment of these new standards and interpretations is set out below:

Title and Topic	Issued	Applicable (*)	Impact
(i) AASB 9 – Financial Instrument	Dec 2009	1 Jan 2013	Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Council, it is not anticipated the Standard will have any material effect.
(ii) AASB 124 – Related Party Disclosures	Dec 2009	1 Jan 2011	Nil – It is not anticipated the Council will have any related parties as defined by the Standard.
(iii) AASB 1053 – Application of Tiers of Australian Accounting Standards	Jun 2010	1 Jul 2013	Nil – Due to its nature and statutory requirements the Council will be deemed a Tier 1 entity and will continue to prepare general purpose financial statements.
(iv) AASB 2009-12 – Amendments to Australian Accounting Standards [AASB 5, 8, 108, 110, 112, 119, 133, 137, 139, 1023 & 1031 and Interpretations 2, 4, 16, 1039 & 1052]	Dec 2009	1 Jan 2011	Nil – The revisions embodied in this Standard relate to standards which do not apply to local government (i.e. AASB 8) or are largely editorial in nature and will have minimal effect (if any) on the accounting practices of the Council.
(v) AASB 2009-11 – Amendments to Australian Accounting Standards arising from AASB 9 [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 121, 127, 128, 131, 132, 136, 139, 1023 & 1038 and Interpretations 10 & 12]	Dec 2009	1 Jan 2013	Nil – The revisions embodied in this Standard give effect to the consequential changes arising from the issuance of AASB 9 which is not anticipated to have any material effect on the Council (refer (i) above).
(vi) AASB 2010-2 – Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements [AASB 1, 2, 3, 5, 7, 8, 101, 102, 107, 108, 110, 111, 112, 116, 117, 119, 121, 123, 124, 127, 128, 131, 133, 134, 136, 137, 138, 140, 141, 1050 & 1052 and Interpretations 2, 4, 5, 15, 17, 127, 129 & 1052]	Jun 2010	1 Jul 2013	Nil – None of these amendments will have any effect on the financial report as the standard does not apply in the case of general purpose financial statements.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

Title and Topic	Issued	Applicable (*)	Impact
(vii) AASB 2010-4 – Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 1, 7, 101 & 134 and Interpretation 13]	Jun 2010	1 Jan 2011	Nil – The revisions are part of the AASB's annual improvement project to help ensure consistency with presentation, recognition and measurement criteria of IFRSs. It is not anticipated these will have any effect on the Council.
(viii) AASB 2010- 5 – Amendments to Australian Accounting Standards [AASB 1, 3, 4, 5, 101, 107, 112, 118, 119, 121, 132, 133, 134, 137, 139, 140, 1023 & 1038 and Interpretations 112, 115, 127, 132 & 1042]	Oct 2010	1 Jan 2011	Nil – The revisions embodied in this standard are largely editorial in nature or relate to standards not applicable to the Council and will have minimal effect (if any) on the accounting practices of the Council.
(ix) AASB 2010-6 – Amendments to Australian Accounting Standards – Disclosures on Transfers of Financial Assets [AASB 1 & 7]	Nov 2010	1 Jul 2011	Nil – The revisions embodied in this standard amend disclosures required on transfers of financial assets. The Council is not expected to have any qualifying transfers.
(x) AASB 2010-7 – Amendments to Australian Accounting Standards arising from AASB 9 (December 2010) [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 120, 121, 127, 128, 131, 132, 136, 137, 139, 1023 & 1038 and Interpretations 2, 5, 10, 12, 19 & 127]	Dec 2010	1 Jan 2013	Nil – The revisions embodied in this standard give effect to the consequential changes arising from the issuance of AASB 9 which is not anticipated to have any material effect on the Council (refer (i) above).
(xi) AASB 2010-8 – Amendments to Australian Accounting Standards – Deferred Tax: Recovery of Underlying Assets [AASB 112]	Dec 2010	1 Jan 2012	Nil – None of these amendments will have any effect on the financial report as none of the topics are relevant to the operations of the Council.
AASB 2010-9 – Amendments to Australian Accounting Standards – Severe Hyperinflation and Removal of Fixed Dates for First-time Adopters [AASB 1]	Dec 2010	1 Jul 2011	
AASB 2009-14 – Amendments to Australian Interpretations – Prepayments of a Minimum Funding Requirement [AASB Interpretation 14]	Dec 2009	1 Jan 2011	
AASB 2010-10 – Further Amendments to Australian Accounting Standards – Removal of Fixed Dates for First-time Adopters [AASB 2009-11 & AASB 2010-7]	Dec 2010	1 Jan 2013	

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (w) Adoption of New and Revised Accounting Standards

During the current year, the Council adopted all of the new and revised Australian Accounting Standards and Interpretations which became mandatory and which were applicable to its operations.

These new and revised standards were:

AASB 2009-5, AASB 2009-8, AASB 2009-10, AASB 2009-13, AASB 2010-1, AASB 2010-3.

#### Interpretation 19

The standards adopted had a minimal effect on the accounting and reporting practices of the Council as they were either largely editorial in nature, were revisions to help ensure consistency with presentations, recognition and measurement criteria of IFRSs or related to topics not relevant to operations.

### (x) Subsequent Event

On 10 June 2011, the Town of Vincent was declared to be a City under the name of the City of Vincent by Command of the Lieutenant-Governor and Administrator in Executive Council under section 2.4 of the *Local Government Act 1995*. The order was effective from 1 July 2011.

## 2. COMPONENT FUNCTIONS/ACTIVITIES

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis reflected by the Council's Mission and Vision Statement and for each of its broad activities/programmes.

These objectives provide a framework for the future direction of the Town of Vincent.

### **Council Mission Statement**

*Enhancing and celebrating our diverse community*

### **Council Vision Statement**

*A sustainable and caring community built with vibrancy and diversity*

### **Council Purpose**

*To provide and facilitate services for a safe, healthy and sustainable community*

### **Council Guiding Values**

#### *Excellence & Service*

*We aim to pursue and deliver the highest possible standard of service and professionalism to the Vincent community*

#### *Honesty & Integrity*

*We are honest, fair, consistent, accountable, open and transparent in our dealings with each other and are committed to building trust and mutual respect*

#### *Caring & Empathy*

*We are committed to the well-being and needs of our employees and community and value each others' views and contributions*

#### *Innovation & Diversity*

*We encourage creativity, innovation and initiative to realise the vibrancy and diversity of our vision*

#### *Teamwork & Commitment*

*Effective teamwork is vital to our organisation and we encourage co-operation, teamwork and commitment within and between our employees and our business partners and community.*



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

The Operating Statements are presented in a programme format using the following classifications:

### **GOVERNANCE**

This schedule details costs and revenues associated with governance of the Town. These include Members of Council and other costs involved in supporting members and governing the Town.

### **GENERAL PURPOSE FUNDING**

This schedule records detail of rate revenue and general purpose grants allocated by the WA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).

### **LAW, ORDER AND PUBLIC SAFETY**

This programme covers costs associated with animal control, fire prevention and other law and order services generally associated with local law control.

### **HEALTH**

This programme covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.

### **EDUCATION AND WELFARE**

The major costs here relate to staff involved in co-ordinating welfare, disability and youth services and donations to various community welfare groups serving the Town.

### **COMMUNITY AMENITIES**

This programme covers activities of household refuse and recycling, other sanitation including public litter bins and bulk rubbish collections, as well as town planning and regional development administration, protection of the environment, bus shelters and street furniture.

### **RECREATION AND CULTURE**

This programme covers activities associated with public halls, recreation administration, sports grounds, parks and reserves, Beatty Park Leisure Centre, Vincent Library and cultural activities.

### **TRANSPORT**

The principal operating areas here relate to maintenance of footpaths, drains, street cleaning, verges and medians, roads and kerbs, rights of way, crossovers, street trees and road reserves. Parking control and operation of car parks are also covered.

### **ECONOMIC SERVICES**

This programme covers costs associated with building control and area promotion.

### **OTHER PROPERTY AND SERVICES**

This programme is principally a clearing area where costs associated with public works overheads are accumulated and then subsequently dispersed to other expense areas. Other activities include plant operation costs, insurance claims and properties held for civic purposes.

### **ADMINISTRATION GENERAL**

This schedule accumulates costs associated with executive management, financial services, administrative services and computing which cannot be directly charged to other programmes. Costs are then allocated to other programmes using activity-based costing techniques.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### for the year ended 30 June 2011

#### 3. INTEREST EARNINGS

Interest Earnings	Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
Municipal	713,800	806,410	676,787
Reserve	403,000	510,756	461,064
	<b>1,116,800</b>	<b>1,317,166</b>	<b>1,137,851</b>

#### 4. (a) TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY YEAR ENDED 30 JUNE 2011

	Actual 2010-11 \$	Actual 2009-10 \$
General Purpose Funding	1,530,996	2,109,432
Governance	6,325,318	5,164,186
Law, Order and Public Safety	14,343	19,160
Health	8,245,835	4,171,584
Education and Welfare	4,232,158	2,833,202
Community Amenities	6,405,622	6,669,408
Recreation and Culture	92,917,864	68,413,278
Transport	76,352,653	64,760,614
Economic Services	1,206,947	39,919
Other Property and Services	5,489,608	3,589,732
	<b>202,721,344</b>	<b>157,770,515</b>

#### (b) DEPRECIATION

Depreciation expense for the financial year was charged in respect of:

	Actual 2010-11 \$	Actual 2009-10 \$
Buildings	2,114,109	2,105,827
Infrastructure Assets	4,358,926	4,332,091
Plant and Mobile Equipment	836,947	822,906
Office Furniture and Equipment	238,510	227,213
	<b>7,548,492</b>	<b>7,488,037</b>

This statement is to be read in conjunction with the accompanying notes

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (c) DISPOSAL OF ASSETS BY CLASS YEAR ENDED 30 JUNE 2011

	Budget Net Book Value \$	Actual Net Book Value \$	Budget Sale Price \$	Actual Sale Price \$	Budget Gain (Loss) \$	Actual Gain (Loss) \$
Plant and Mobile Equipment	68,282	35,175	187,000	112,879	118,718	77,704
Furniture and Equipment	0	1,288	0	0	0	(1,288)
<b>Total</b>	<b>68,282</b>	<b>36,463</b>	<b>187,000</b>	<b>112,879</b>	<b>118,718</b>	<b>76,416</b>

### 5. CONDITIONS OVER CONTRIBUTIONS

	Actual 2010-11 \$	Actual 2009-10 \$
Grants recognised as revenues in previous reporting period and which were not expended at the close of the previous reporting period	12,151	0
Add: New grants which were recognised as revenue during the reporting period	170,566	165,509
<b>Total Grant available</b>	<b>182,717</b>	<b>165,509</b>
Less Grants expended during the reporting period in the manner specified by the grantor were:		
Lawler Street – Elma Road to Hilda Street	0	19,321
Hilda Street – Walcott Street to Charles Street	0	20,053
Scott Street – Bourke Street to Richmond Street	0	29,490
Flinders Street – Green Street to Ellesmere Street	0	28,196
Deague Court – Bourke Street to end	0	26,000
Edinboro Street – Ellesmere Street to Woodstock Street	0	21,769
Hanover Court – Deague Court to end	0	8,529
<b>Total Expenditure 2009-10</b>		<b>153,358</b>
Less Grants which were expended as revenue in a current reporting period and were expended during the current reporting period in the manner specified by the grantor were:		
Hunter Street – Ruby Street to Waugh Street	12,151	0
Doris Street – Elma Street to Bedford Street	21,819	0
Farr Avenue – Emerson Street to end	12,202	0
Joel Terrace – Gardiner Street to Summers Street	41,604	0
Melrose Street – Oxford Street to Stanley Street	12,483	0
Union Street – Paddington Street to Redfern Street	23,247	0
Broome Street – Beaufort Street Court to Smith Street	27,871	0
<b>Total Expenditure 2010-11</b>	<b>151,377</b>	<b>0</b>
<b>Closing balances of unexpended grants</b>	<b>31,340</b>	<b>12,151</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### for the year ended 30 June 2011

#### 6. REMUNERATION OF AUDITORS

	Actual 2010-11 \$	Actual 2009-10 \$
Auditing the Financial Reports	14,040	12,530
Other Services	9,000	9,000
	<b>23,040</b>	<b>21,530</b>

#### 7. TRADE AND OTHER RECEIVABLES

Current	Actual 2010-11 \$	Actual 2009-10 \$
Rates	99,676	54,931
Works and Services	16,839	176,475
Property Rental/Leases	106,712	84,163
Other	606,852	382,297
Accrued Income	344,223	237,008
Infringements	1,259,931	1,129,013
Less Provision for Impairment of Receivables	(94,865)	(92,395)
	<b>2,339,368</b>	<b>1,971,492</b>

Non-Current	Actual 2010-11 \$	Actual 2009-10 \$
Pensioners' Rates Deferred	216,446	197,254
Works and Services	739,901	808,650
	<b>956,347</b>	<b>1,005,904</b>

#### Works and Services (Underground Power)

The amount of \$739,901 relates to instalments receivable from the total of Works and Services of \$4,347,193 from the Town of Vincent's inaugural State Underground Power Highgate East Project in 2006-2007.

#### Pensioners' Rates Deferred

The amount of \$216,446 in 2010-2011 relates to Council Rates deferred by pensioners in accordance with the *Rates and Charges (Rebates and Deferments) Act 1992*. During the 2009-2010 year the deferred rates amounted to \$197,254.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### for the year ended 30 June 2011

#### 8. OTHER ASSETS

<b>Current</b>	<b>Actual 2010-11 \$</b>	<b>Actual 2009-10 \$</b>
Investments – Shares in North Perth Community Financial Services Limited	11,000	11,000
Deposits and Prepayments	123,105	108,100
	<b>134,105</b>	<b>119,100</b>

Investments are made in accordance with the *Western Australia Trustee Act 1962* (as amended). All investments are recorded at cost.

#### 9. (a) TRADE AND OTHER PAYABLES

<b>Current</b>	<b>Actual 2010-11 \$</b>	<b>Actual 2009-10 \$</b>
Creditors	1,098,650	1,593,543
Deposits and Income in Advance	536,508	3,110,183
Contribution Liabilities	1,548,662	349,714
Accrued Expenses	1,358,438	534,293
	<b>4,542,258</b>	<b>5,587,733</b>

#### 9. (b) PROVISIONS

<b>Current</b>	<b>Actual 2010-11 \$</b>	<b>Actual 2009-10 \$</b>
Annual Leave	1,116,683	1,273,062
Long Service Leave	1,139,620	557,985
	<b>2,256,303</b>	<b>1,831,047</b>

<b>Non-Current</b>	<b>Actual 2010-11 \$</b>	<b>Actual 2009-10 \$</b>
Long Service Leave	284,922	683,495
	<b>284,922</b>	<b>683,495</b>



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 10. (a) PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE ASSETS

	Actual 2010-11 \$	Actual 2009-10 \$
Land at Cost	7,716,078	6,376,078
	<u>7,716,078</u>	<u>6,376,078</u>
Buildings at Independent Evaluation	131,761,243	90,203,362
Less Accumulated Depreciation	(45,738,928)	(36,160,981)
	<u>86,022,315</u>	<u>54,042,381</u>
Roads, Footpaths and Rights of Way at Management Valuation	85,064,095	81,222,401
Less Accumulated Depreciation	(39,648,647)	(45,994,697)
	<u>45,415,448</u>	<u>35,227,704</u>
Drainage at Cost	24,621,706	24,250,622
Less Accumulated Depreciation	(9,854,997)	(9,551,864)
	<u>14,766,709</u>	<u>14,698,758</u>
Park Development at Cost	13,592,744	13,387,774
Less Accumulated Depreciation	(1,951,364)	(1,281,977)
	<u>11,641,380</u>	<u>12,105,797</u>
Car Park Development at Cost	10,736,705	10,736,705
Less Accumulated Depreciation	(2,804,813)	(2,629,101)
	<u>7,931,892</u>	<u>8,107,604</u>
Other Infrastructure Assets at Cost	8,226,928	7,628,520
Less Accumulated Depreciation	(3,333,878)	(2,860,635)
	<u>4,893,050</u>	<u>4,767,885</u>
Plant and Mobile Equipment at Cost	9,268,284	7,738,458
Less Accumulated Depreciation	(5,174,161)	(4,623,463)
	<u>4,094,123</u>	<u>3,114,995</u>
Office Furniture and Equipment at Cost	3,603,154	3,330,055
Less Accumulated Depreciation	(2,979,060)	(2,742,412)
	<u>624,094</u>	<u>587,643</u>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

	Actual 2010-11 \$	Actual 2009-10 \$
Work in Progress – Parks Development	294,816	225,466
Work in Progress – Roads	284,373	46,408
Work in Progress – Buildings	346,221	58,298
Work in Progress – Parks Furniture	498,913	252,505
Work in Progress – Footpaths	261,792	202,016
Work in Progress – Street Furniture	26,676	0
Work in Progress – Rights of Way	31,230	0
Work in Progress – Parking	20	0
Total Work in Progress	1,744,041	784,693
<b>Total Property, Plant and Equipment and Infrastructure Assets</b>	<b>184,849,130</b>	<b>139,813,538</b>

### Revaluation of Property, Plant and Equipment and Infrastructure Assets

Land is recorded in the Financial Statements at cost.

The revaluation of the building was undertaken by John Martin, an independent Licensed Valuer from Australia Property Consultants (APC), in September 2008. The basis of valuation is recorded at current replacement value.

Revaluation of the Roads, Footpaths and Rights of Way was undertaken using the ROMAN Asset management system based on written down replacement value.

The life of Footpaths has been extended to seventy-five years as they have been upgraded to concrete which has a longer life span.

Assets at cost are subjected to an annual assessment as to whether there is any indication an asset may have been impaired in accordance with AASB 136 – Impairment of Assets.

All other classes of assets are currently carried at cost.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### for the year ended 30 June 2011

#### 10. (b) PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE ASSETS MOVEMENT IN CARRYING AMOUNTS

Movements in the carrying amounts for each class of property, plant, equipment and infrastructure assets between the beginning and end of the current financial year.

	LAND	BUILDINGS	PLANT & EQUIPMENT	OFFICE FURNITURE & EQUIPMENT	ROADS, FOOTPATHS & ROW	DRAINAGE	PARK DEVELOPMENT	CAR PARK DEVELOP	OTHER INFRA-STRUCTURE ASSETS	WORK IN PROGRESS	TOTAL
Balance at beginning of year	6,376,078	54,042,381	3,114,995	587,643	35,227,704	14,698,758	12,105,797	8,107,604	4,767,885	784,693	139,813,538
Additions			1,851,251	276,249						4,452,554	6,580,054
Boundary Transfer											0
Transfers between assets classes	1,340,000	(869,517)			1,848,264	371,084	204,970		598,405	(3,493,206)	0
Revaluation increments/(decrements)		34,963,560			11,076,933						46,040,493
Disposals			(35,175)	(1,288)							(36,463)
Depreciation Expense		(2,114,109)	(836,948)	(238,510)	(2,737,452)	(303,133)	(669,388)	(175,712)	(473,240)		(7,548,492)
Carrying Amount at end of year	7,716,078	86,022,315	4,094,123	624,094	45,415,449	14,766,709	11,641,379	7,931,892	4,893,050	1,744,041	184,849,130

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 11. CASH RESERVES

On restructuring the City of Perth, the Town of Vincent was provided with several specific cash reserves which were transferred to the Town by Order of the Governor under Section 13 of the *Local Government Act 1960*. The Town has also established other specific reserves to provide for future capital works. The specific reserves have been established for the following purposes:

#### (a) BEATTY PARK LEISURE CENTRE RESERVE

This reserve was established in 1994-1995 for the major upgrade and redevelopment of the Beatty Park Leisure Centre including major plant and equipment purchases. Transfers represent the before depreciation operating surplus of the Centre. The exact amount transferred will depend upon the surplus achieved.

#### (b) PUBLIC OPEN SPACE DEVELOPMENT RESERVE

This reserve was established in the transfer from the City of Perth for the acquisition and development of land to provide additional public open space in Vincent.

#### (c) LOFTUS RECREATION CENTRE RESERVE

This reserve was established in 1994-1995. Contributions are made to the Council by the lessee of the Loftus Recreation Centre. These funds are held in a cash backed reserve for the purpose of replacing major items of plant and equipment or modifications to the Centre.

#### (d) LOFTUS COMMUNITY CENTRE RESERVE

This reserve was established in 1994-1995. Contributions are made to the Council by the lessee of the Loftus Community Centre. These funds are held in a cash backed reserve for the purpose of replacing major items of plant and equipment or modifications to the Centre.

#### (e) PLANT AND EQUIPMENT RESERVE

This reserve was established in April 1995 for the purchase of replacement plant and equipment associated with Council's works. An annual transfer is made to this reserve to minimise the impact of major purchases in any one year.

#### (f) WASTE MANAGEMENT AND PLANT EQUIPMENT RESERVE

This reserve was established for the purpose of replacing plant and equipment associated with Council's waste management operations. An annual transfer is made to this reserve to minimise the impact of major purchases in any one year.

At the Ordinary Council Meeting of 23 October 2001 it was resolved to alter the name of this reserve to the Waste Management and Plant Equipment Reserve fund to reflect its use.

#### (g) LAND AND BUILDING ASSET ACQUISITION RESERVE

This reserve was established from proceeds of sale of land. The purpose of the reserve is to ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes.

#### (h) CAPITAL RESERVE

This was established in 1995-1996 with the allocation of \$1,000,000 from the Infrastructure Account established under the *City of Perth Restructuring Act*. The reserve exists for future major capital works.

#### (i) ADMINISTRATION CENTRE RESERVE—244 VINCENT STREET

This reserve was established in 1996-1997 for the purpose of providing for major renovation and maintenance/repairs associated with the Administration & Civic Centre.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (j) CAR PARKING DEVELOPMENT RESERVE

This reserve was established in April 1996 for the payment of cash-in-lieu of car parking from developers and is to be used to upgrade existing car parks or the establishment of new car parks.

### (k) ELECTRONIC EQUIPMENT RESERVE

This reserve was established for the purpose of replacement and major upgrade of computing equipment owned by the Town.

### (l) AGED PERSONS AND SENIOR CITIZENS RESERVE

This reserve was established in 1997-1998 from a contribution from the Board of Leederville Gardens Retirement Village for the purpose of the acquisition, provision, maintenance, management or extension of the existing Leederville Gardens Village, or the purchase or construction of a similar type of village for senior citizens or provision of aged or senior citizens' facilities within the Town's boundaries.

### (m) LEEDERVILLE OVAL RESERVE

This reserve was established in 1998-1999 with the allocation of \$1,000,000 from the Infrastructure Account established under the *City of Perth Restructuring Act*. The purpose of this reserve is for the redevelopment of Leederville Oval.

At the Special Council Meeting on 30 October 2001 it was resolved to change the future use of this reserve to include works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land.

### (n) LEN FLETCHER PAVILION RESERVE (ceased 2008)

This reserve was established in 1998-1999 with the allocation of \$250,000 from the Infrastructure Account established under the *City of Perth Restructuring Act*. The purpose of this reserve is for works associated with the renovation/maintenance/repairs/demolition of Len Fletcher Pavilion and associated land.

At the Special Council Meeting on 30 October 2001 it was resolved to change the use of the Len Fletcher Pavilion Reserve fund money and use part of the funds (if required) for the creation of the public open space and car parking, as part of the Leederville Oval and Loftus Centre redevelopment and/or State Indoor Multi-Use Sports Centre.

### (o) HERITAGE LOAN RESERVE

This reserve was established in 1998-1999 with the allocation of \$20,000 to the newly created Heritage Loan Reserve. The purpose of the Heritage Loan Reserve changed to the Heritage Low Interest Loan Scheme and the funds held to be applied to that new Reserve to enable the funds to be transferred to the proposed Western Australian Municipal Association scheme.

### (p) UNDERGROUND POWER RESERVE

This reserve was established in 1998-1999 with the allocation of \$20,000 for the purpose of funding Council's possible contribution to underground power projects considered by State Government.

### (q) LIGHT FLEET REPLACEMENT RESERVE

This reserve was established in 2001-2002 to fund the replacement of the light vehicle fleet which is contracted to occur every three years. An annual transfer is made to this reserve, which minimises the impact of the capital outlay for the light vehicle fleet in the year of the replacement of the fleet.

### (r) PERTH OVAL RESERVE

This reserve was established at the Special Council Meeting on 30 October 2001 for work associated with the maintenance, repairs, upgrade and replacement of Perth Oval buildings, fixtures, fittings and associated land.



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (s) STRATEGIC WASTE MANAGEMENT RESERVE

This reserve was established at the Ordinary Council Meeting on 23 October 2001 for the investigation and implementation of integrated waste management strategies/programmes and initiatives, (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park).

### (t) STATE INDOOR MULTI-USE SPORTS CENTRE RESERVE

This reserve was established at the Ordinary Council Meeting on 23 July 2002 for works associated with the maintenance, repairs, alterations, upgrade and replacement of the proposed State Indoor Multi-Use Sports Centre buildings, major plant and equipment, fixtures, fittings and associated land.

### (u) OFFICE BUILDING RESERVE—246 VINCENT STREET

This reserve was established at the Ordinary Council Meeting of 13 May 2003 for major building upgrade, maintenance, repairs, renovation and replacement of fixtures and fittings associated with the new Office Building and Land.

### (v) PERTH OVAL RESERVE STAGE 2 DEVELOPMENT RESERVE (ceased 2009)

This reserve was established at the Ordinary Council Meeting on 26 April 2005 for work associated with the construction and redevelopment of Perth Oval Stage 2.

### (w) HYDE PARK LAKE RESERVE

This reserve was established at the Special Council Meeting of 12 July 2005 for works associated with the investigation, maintenance, remedial works and rehabilitation of the Hyde Park Lakes and surrounds.

### (x) PARKING FACILITY RESERVE

This reserve was established at the Special Council Meeting of 2 July 2008 for works associated with the purchase, maintenance and operations of the parking ticket machines.

### (y) PARKING FUNDED SUSTAINABLE TRANSPORT INITIATIVES RESERVE

This reserve was established at the Special Council Meeting on 17 May 2011 for the provision of sustainable transport initiatives and modes including, but not limited to, the provision and maintenance of footpaths, cycle ways and other cycling support facilities, bus shelter and other transit facilities.

### (z) PARKING FUNDED TOWN CENTRE AND PARKING BENEFIT DISTRICTS UPGRADE AND PROMOTION RESERVE

This reserve was established at the Special Council Meeting on 17 May 2011 for the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the Town of Vincent, Town Centres and the promotion of those Town Centres as well as works associated with any Parking Benefit Districts as determined by the Council.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

The following reserve funds will be used as and when the need arises:

- Administration Centre Reserve – 244 Vincent Street
- Aged Persons and Senior Citizens Reserve
- Capital Reserve
- Heritage Loan Interest Scheme Reserve
- Hyde Park Lake Reserve
- Land Acquisition Road Widening Reserve
- Land and Building Asset Acquisition Reserve
- Leederville Oval Reserve
- Len Fletcher Pavilion Reserve
- Office Building Reserve – 246 Vincent Street
- Parking Facility Reserve
- Parking Funded Sustainable Transport Initiatives Reserve
- Parking Funded Town Centre and Parking Benefit Districts Upgrade and Promotion Reserve
- Perth Oval Reserve
- Perth Oval Stage 2 Development Reserve
- State Indoor Multi-Use Sports Centre Reserve
- Strategic Waste Management Reserve.

The following reserve funds are established to minimise the impact of major expenditure on any one budget and varying levels of expenditure will occur from year to year as required:

- Beatty Park Leisure Centre Reserve
- Car Parking Development Reserve
- Electronic Equipment Reserve
- Light Fleet Replacement Reserve
- Light Vehicle Fleet Reserve
- Loftus Community Centre Reserve
- Loftus Recreation Centre Reserve
- Plant and Equipment Reserve
- Public Open Space Reserve
- Underground Power Reserve
- Waste Management and Plant Equipment Reserve.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

	Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>Administration Centre Reserve</b>			
Opening Balance 1 July 2010	72,618	48,139	47,393
Transfer from Accumulated Surplus	78,205	79,931	52,333
Transfer to Accumulated Surplus	(47,500)	(364)	(51,587)
Closing Balance 30 June 2011	103,323	127,706	48,139
<b>Aged Persons and Senior Citizens Reserve</b>			
Opening Balance 1 July 2010	2,650,722	2,610,365	2,480,122
Transfer from Accumulated Surplus	117,000	221,148	130,243
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2011	2,767,722	2,831,513	2,610,365
<b>Beatty Park Leisure Centre Reserve</b>			
Opening Balance 1 July 2010	2,873,449	2,919,414	824,323
Transfer from Accumulated Surplus	276,831	316,121	2,155,743
Transfer to Accumulated Surplus	(2,853,700)	(302,076)	(60,652)
Closing Balance 30 June 2011	296,580	2,933,459	2,919,414
<b>Capital Reserve</b>			
Opening Balance 1 July 2010	377,823	302,439	256,923
Transfer from Accumulated Surplus	116,677	116,164	115,516
Transfer to Accumulated Surplus	(320,000)	(91,100)	(70,000)
Closing Balance 30 June 2011	174,500	327,503	302,439
<b>Car Parking Development Reserve</b>			
Opening Balance 1 July 2010	10,737	10,571	44,870
Transfer from Accumulated Surplus	474	605	914
Transfer to Accumulated Surplus	0	0	(35,213)
Closing Balance 30 June 2011	11,211	11,176	10,571
<b>Office Building Reserve – 246 Vincent Street</b>			
Opening Balance 1 July 2010	258,456	254,805	227,354
Transfer from Accumulated Surplus	81,408	86,620	52,049
Transfer to Accumulated Surplus	(4,000)	0	(24,598)
Closing Balance 30 June 2011	335,864	341,425	254,805
<b>Electronic Equipment Reserve</b>			
Opening Balance 1 July 2010	42,731	42,751	52,750
Transfer from Accumulated Surplus	51,886	53,260	41,987
Transfer to Accumulated Surplus	(63,400)	(33,618)	(51,986)
Closing Balance 30 June 2011	31,217	62,393	42,751

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

	Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>Hyde Park Lake Reserve</b>			
Opening Balance 1 July 2010	171,887	140,164	285,940
Transfer from Accumulated Surplus	157,587	160,519	12,928
Transfer to Accumulated Surplus	(200,000)	(42,505)	(158,704)
Closing Balance 30 June 2011	129,474	258,178	140,164
<b>Land and Building Asset Acquisition Reserve</b>			
Opening Balance 1 July 2010	215,741	212,085	371,612
Transfer from Accumulated Surplus	9,523	12,137	12,973
Transfer to Accumulated Surplus	0	0	(172,500)
Closing Balance 30 June 2011	225,264	224,222	212,085
<b>Leederville Oval Reserve</b>			
Opening Balance 1 July 2010	257,989	254,273	197,792
Transfer from Accumulated Surplus	56,387	56,685	56,481
Transfer to Accumulated Surplus	(118,202)	(118,202)	0
Closing Balance 30 June 2011	196,174	192,756	254,273
<b>Light Fleet Replacement Reserve</b>			
Opening Balance 1 July 2010	210,865	247,716	321,259
Transfer from Accumulated Surplus	109,307	110,554	113,877
Transfer to Accumulated Surplus	(190,400)	(186,752)	(187,420)
Closing Balance 30 June 2011	129,772	171,518	247,716
<b>Loftus Community Centre Reserve</b>			
Opening Balance 1 July 2010	8,316	8,231	6,797
Transfer from Accumulated Surplus	5,767	5,886	5,741
Transfer to Accumulated Surplus	(2,000)	(1,950)	(4,307)
Closing Balance 30 June 2011	12,083	12,167	8,231
<b>Loftus Recreation Centre Reserve</b>			
Opening Balance 1 July 2010	71,733	70,767	43,557
Transfer from Accumulated Surplus	63,166	93,862	61,710
Transfer to Accumulated Surplus	(116,350)	(132,758)	(34,500)
Closing Balance 30 June 2011	18,549	31,871	70,767
<b>Parking Facility and Equipment Reserve</b>			
Opening Balance 1 July 2010	166,445	105,389	104,035
Transfer from Accumulated Surplus	157,347	158,332	105,258
Transfer to Accumulated Surplus	(176,000)	(104,250)	(103,904)
Closing Balance 30 June 2011	147,792	159,471	105,389

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

	Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>Perth Oval Reserve</b>			
Opening Balance 1 July 2010	67,847	225,586	343,347
Transfer from Accumulated Surplus	142,995	153,732	172,540
Transfer to Accumulated Surplus	(116,370)	(89,164)	(290,301)
Closing Balance 30 June 2011	94,472	290,154	225,586
<b>Perth Oval Stage 2 Development Reserve</b>			
Opening Balance 1 July 2010	0	0	24,700
Transfer from Accumulated Surplus	0	0	254
Transfer to Accumulated Surplus	0	0	(24,954)
Closing Balance 30 June 2011	0	0	0
<b>Plant and Equipment Reserve</b>			
Opening Balance 1 July 2010	835,249	764,609	838,073
Transfer from Accumulated Surplus	86,867	91,147	241,320
Transfer to Accumulated Surplus	(144,000)	(108,691)	(314,784)
Closing Balance 30 June 2011	778,116	747,065	764,609
<b>Strategic Waste Management Reserve</b>			
Opening Balance 1 July 2010	65,383	64,383	61,171
Transfer from Accumulated Surplus	2,886	3,684	3,212
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2011	68,269	68,067	64,383
<b>Underground Power Reserve</b>			
Opening Balance 1 July 2010	156,234	153,856	146,179
Transfer from Accumulated Surplus	6,897	8,805	7,677
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2011	163,131	162,661	153,856
<b>Waste Management Reserve</b>			
Opening Balance 1 July 2010	616,001	604,634	695,671
Transfer from Accumulated Surplus	127,190	126,310	240,649
Transfer to Accumulated Surplus	(340,000)	(359,500)	(331,686)
Closing Balance 30 June 2011	403,191	371,444	604,634
<b>TOTAL RESERVES</b>	<b>6,086,704</b>	<b>9,324,749</b>	<b>9,040,177</b>

All of the reserve accounts are supported by money held in financial institutions and match the amount shown as restricted cash and restricted investments in Note 13 and Note 14(b) to this financial report.



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### for the year ended 30 June 2011

#### 12. ASSET REVALUATION RESERVES

Asset revaluation reserves arise on revaluation of the following classes of non-current assets.

	Actual 2010-11 \$	Actual 2009-10 \$
<b>BUILDINGS</b>		
Opening Balance	0	0
Revaluation Increment	34,963,560	0
Revaluation Decrement	0	0
Closing Balance	<u>34,963,560</u>	<u>0</u>
<b>ROADS</b>		
Opening Balance	4,482,241	4,482,241
Revaluation Increment	3,802,727	0
Revaluation Decrement	0	0
Closing Balance	<u>8,284,968</u>	<u>4,482,241</u>
<b>FOOTPATHS</b>		
Opening Balance	1,664,684	1,664,684
Revaluation Increment	7,545,706	0
Revaluation Decrement	0	0
Closing Balance	<u>9,210,390</u>	<u>1,664,684</u>
<b>RIGHTS OF WAY</b>		
Opening Balance	895,736	895,736
Revaluation Increment	0	0
Revaluation Decrement	(271,500)	0
Closing Balance	<u>624,236</u>	<u>895,736</u>
<b>TOTAL ASSET REVALUATION RESERVES</b>	<u><b>53,083,154</b></u>	<u><b>7,042,661</b></u>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 13. CASH AND CASH EQUIVALENTS

	Actual 2010-11 \$	Actual 2009-10 \$
Cash on Hand	6,671	5,747
Cash at Bank	116,551	56,809
Short-Term Investments	10,416,402	10,834,846
	<b><u>10,539,624</u></b>	<b><u>10,897,402</u></b>

The following restrictions have been imposed by regulations or other externally imposed requirements:

	Actual 2010-11 \$	Actual 2009-10 \$
Reserves as shown in Note 11	9,324,749	9,040,177
Unspent Grants/Contributions in Note 5	31,340	12,151
Deposits and Income in Advance in Note 9(a)	536,508	1,787,743
Total Restricted	<u>9,892,597</u>	<u>10,840,071</u>
Total Unrestricted	647,027	57,331
	<b><u>10,539,624</u></b>	<b><u>10,897,402</u></b>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 14. NOTES TO THE STATEMENT OF CASH FLOWS

#### (a) RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO NET RESULT

	Actual 2010-11 \$	Actual 2009-10 \$
Change in Net Assets Resulting from Operations	110,547	1,013,167
Adjustment for items not involving the movement of Cash:		
Depreciation	7,548,492	7,488,037
Non-Cash Contribution	64,578	(2,458,852)
(Gain)/Loss on Sale of Property, Plant and Equipment	(76,416)	(44,989)
	<u>7,647,201</u>	<u>5,997,363</u>
Revenues Provided by:		
Government Grants for the Development of Assets	(1,162,099)	(1,208,546)
	<u>(1,162,099)</u>	<u>(1,208,546)</u>
Change in Operating Assets and Liabilities		
Increase/(Decrease) in Provisions	26,683	298,754
Increase/(Decrease) Income Received in Advance	(55,626)	7,613
Increase/(Decrease) in Accrued Expenses	(94,382)	93,544
Increase/(Decrease) in Creditors	276,683	575,281
Decrease/(Increase) in Debtors	(142,197)	1,558,100
Decrease/(Increase) in Prepayments	(15,005)	(22,605)
(Increase)/Decrease in Stock on Hand	(4,269)	14,932
Increase/(Decrease) in GST Movement	(29,172)	(18,506)
(Increase)/Decrease in Accrued Interest	134,004	182,784
	<u>96,719</u>	<u>2,689,897</u>
<b>Net Cash Provided by Operating Activities</b>	<b><u>6,581,821</u></b>	<b><u>7,478,714</u></b>

#### (b) RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, the Town of Vincent considers cash to include cash on hand and in banks and investments net of outstanding bank overdrafts and non-cash investments. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows:

	Actual 2010-11 \$	Actual 2009-10 \$
Cash on Hand	6,671	5,747
Cash at Bank	116,551	56,809
Short-Term Investments	10,416,402	10,834,846
	<u>10,539,624</u>	<u>10,897,402</u>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 15. SUPERANNUATION

The Town of Vincent complies with the minimum obligations under Federal law and contributes in respect of its employees to one of the following superannuation plans:

#### WA LOCAL GOVERNMENT SUPERANNUATION PLAN

The Council contributes, in respect of certain of its employees, to an accumulated benefit superannuation fund established in respect of all Councils in the State. In accordance with statutory requirements, the Council contributes to the WA Local Government Superannuation Plan ("the Plan") amounts nominated by the Council. As such, assets are accumulated in the Plan to meet members' benefits as they accrue. No liability of the Council has been recognised as at the reporting date in respect of superannuation benefits for its employees.

#### CITY OF PERTH SUPERANNUATION FUND

The Council contributes, in respect of certain former City of Perth employees, to a defined benefit superannuation plan. In accordance with statutory requirements, the Council contributes to the City of Perth Superannuation Fund ("the Fund") amounts determined by the plan actuary in respect of contributory members. In respect of non-contributory members, the Council contributes at the minimum Award/SGC contribution rate. As such, assets are accumulated in the Fund to meet members' benefits as they accrue.

At 1 July 2009 the City of Perth Superannuation Fund was transferred to Australian Super for future management. The Town's Director Corporate Services is the representative for the three Towns on the Australian Superannuation—City of Perth Superannuation Plan Consultative Committee.

The latest available audited financial report of the plan as at 30 June 2010, which was not subject to audit qualification, indicated that the assets of the plan are sufficient to meet accrued benefits.

The increased employer contribution rate of 17% has been retained for the 2010-2011 financial year.

The amount of statutory superannuation contributions paid by the Council during the reporting period was \$1,091,955. During the 2009-2010 year the contributions were \$1,053,935.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 16. CONTINGENT LIABILITIES

#### MINDARIE REGIONAL COUNCIL (MRC)

An Ordinary Council Meeting was held at Town of Vincent on the 10 August 2010 and the Council adopted a resolution to Confidential Item 14.1:

“Consents to the proposed withdrawal of the City of Stirling from the MRC subject to, and conditional upon, compliance with and agreement on, those matters required by the Mindarie Regional Council Establishment Agreement (as amended) and Section 699(3) of the *Local Government Act 1960*;

Negotiates in good faith with the City of Stirling, the MRC and the other participants in the MRC during the period until 30 April 2011, as to the adjustment of the Assets and Liabilities of the MRC, consequent upon the City of Stirling withdrawing from the MRC;

Authorises the Chief Executive Officer to negotiate with the MRC and other participants in the MRC as to the adjustment of the Assets and Liabilities of the MRC (as specified in clause (iv) above) and provide a further report for the consideration of the Council; and

Advises the MRC and the other member Councils of its decision.”

On 25 September 2007 a Council Meeting was held at Town of Vincent to accept the Deed of Guarantee to satisfy the financial security requirements relating to the tender currently under review by the Mindarie Regional Council for the construction of a Resource Recovery Facility at Neerabup. The Town’s maximum exposure under the Deed of Guarantee is \$7.33 million. The Deed of Guarantee will only crystallise if:

- Mindarie Regional Council is unable to meet the payments and there is a Mindarie Regional Council default under the Resource Recovery Facility Agreement (RRFA);
- There is a Force Majeure Event.

Force Majeure Events will be limited due to insurance and can be narrowed down to the following:

- War risks, confiscations, nationalisation
- Nuclear attacks, radiation, contamination by radio activity from nuclear waste etc
- Sea damage, tidal wave or high water or storm surge
- Spontaneous combustion, fermentation or any process involving application of heat.





## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 17. BORROWINGS (Continued)

#### Unspent Debentures

Council had no unspent debenture funds as at 30 June 2011 nor is it expected to have unspent debenture funds as at 30 June 2012.

#### Overdraft

Council has not utilised an overdraft facility during the financial year, although an overdraft facility of \$2,000,000 with the Commonwealth Bank does exist. It is not anticipated that this facility will be required to be utilised during 2011-2012.

### 18. OPERATING LEASE COMMITMENTS

At the reporting date, the Town of Vincent had the following obligations under non-cancelable operating leases (these obligations are not recognised as liabilities):

	<b>Actual 2010-11 \$</b>	<b>Actual 2009-10 \$</b>
Not longer than 1 year	144,873	151,916
Longer than 1 year and not longer than 2 years	141,872	125,470
Longer than 2 years and not longer than 5 years	159,850	106,750
Longer than 5 years	0	0
	<b>446,595</b>	<b>384,136</b>

At the reporting date the Town of Vincent had no obligations for other finance lease commitments.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 19. TRUST FUNDS

The following Bonds and Deposits, that were not included in the Trust Funds in 2009-2010, have been transferred into the Trust Funds under section 6.9(1b) of the *Local Government Act 1995*. Funds over which the Town has no control and which are not included in the financial statements are as follows:

	Actual 2010-11 \$	Actual 2009-10 \$
<b>Key Deposits</b>		
Balance as at 1 July 2010	15,658	0
Receipts	148,590	0
Payments	(143,048)	0
Balance as at 30 June 2011	<u>21,200</u>	<u>0</u>
<b>Ground Bonds</b>		
Balance as at 1 July 2010	3,330	0
Receipts	3,800	0
Payments	(3,500)	0
Balance as at 30 June 2011	<u>3,630</u>	<u>0</u>
<b>Hall Deposits</b>		
Balance as at 1 July 2010	43,761	0
Receipts	77,450	0
Payments	(79,850)	0
Balance as at 30 June 2011	<u>41,361</u>	<u>0</u>
<b>Work Bonds</b>		
Balance as at 1 July 2010	1,339,663	0
Receipts	945,011	0
Payments	(720,742)	0
Balance as at 30 June 2011	<u>1,563,932</u>	<u>0</u>
<b>Unclaimed Monies</b>		
Balance as at 1 July 2010	22,749	21,423
Receipts	861	3,813
Payments	(267)	(2,487)
Balance as at 30 June 2011	<u>23,343</u>	<u>22,749</u>
<b>Planning Application Bond</b>		
Balance as at 1 July 2010	45,000	0
Receipts	5,000	0
Payments	(2,500)	0
Balance as at 30 June 2011	<u>47,500</u>	<u>0</u>
<b>Beatty Park Bond</b>		
Balance as at 1 July 2010	250	0
Receipts	250	0
Payments	(250)	0
Balance as at 30 June 2011	<u>250</u>	<u>0</u>
<b>Total Trust Balance</b>	<u><u>1,701,216</u></u>	<u><u>22,749</u></u>

As the Town performs only a custodial role in respect of these monies and because the monies cannot be used for Council purposes, they are excluded from the financial statements.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 20. OTHER FINANCIAL ASSETS

#### INTEREST IN JOINT VENTURE

##### (a) Mindarie Regional Council

The Mindarie Regional Council (MRC) was formally constituted in December 1987. The Town of Vincent, along with the Cities of Perth, Wanneroo, Joondalup, Stirling and Towns of Victoria Park and Cambridge, is a member of the MRC. The primary function of the MRC under the constitution agreement is for the orderly and efficient treatment and/or disposal of waste.

The Town of Vincent has a one-twelfth (1/12) equity in the land and assets of the refuse disposal facility as per the constitution amendment (dated 25 November 1996) that recognises the Town as a member of the MRC.

The Town's interest in the joint venture calculated by the MRC as at 30 June 2011 is 8.33% representing its share of the net assets of \$2,303,526.

Town's interest in the assets and liabilities of MRC is as follows:

	Actual 2010-11 \$	Actual 2009-10 \$
<b>Interest in the Joint Venture as at 30 June</b>	<b>2,303,526</b>	<b>2,337,531</b>
<b>Represented by share of Joint Venture entity's financial positions:</b>		
Current Assets	1,412,642	1,440,209
Non-Current Assets	3,425,214	3,479,260
<b>Total Assets</b>	<b>4,837,856</b>	<b>4,919,469</b>
Current Liabilities	599,444	511,993
Non-Current Liabilities	1,934,886	2,069,945
<b>Total Liabilities</b>	<b>2,534,330</b>	<b>2,581,938</b>
<b>Net Assets</b>	<b>2,303,526</b>	<b>2,337,531</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (b) Tamala Park Regional Council

The Tamala Park Regional Council (TPRC) was formally constituted in February 2006. The Town of Vincent, along with the Cities of Joondalup, Wanneroo, Stirling, Perth and the Towns of Cambridge and Victoria Park, is a member of the TPRC. The seven participants are joint owners of Lot 118 Mindarie, which is an area of 432 hectares situated in the local authority district of Wanneroo. Part of the land is used by the Mindarie Regional Council as a refuse landfill.

The TPRC has been established for the specific purpose of creating an urban development of 165 hectares immediately north of the area leased to the Mindarie Regional Council.

The Town's interest in the joint venture calculated by the TPRC as at 30 June 2011 is 8.33% representing its one-twelfth (1/12) share of the net assets of \$1,395,974.

Town's interest in the assets and liabilities of TPRC is as follows:

	<b>ACTUAL 2010-11 \$</b>	<b>Actual 2009-10 \$</b>
<b>Interest in the Joint Venture as at 30 June</b>	<b>1,395,974</b>	<b>1,426,549</b>
<b>Represented by share of Joint Venture entity's financial positions:</b>		
Current Assets	1,241,366	1,272,420
Non-Current Assets	167,797	167,814
<b>Total Assets</b>	<b>1,409,163</b>	<b>1,440,234</b>
Current Liabilities	12,102	13,110
Non-Current Liabilities	1,087	575
<b>Total Liabilities</b>	<b>13,189</b>	<b>13,685</b>
<b>Net Assets</b>	<b>1,395,974</b>	<b>1,426,549</b>

### (c) Change in Equity

Interest in the joint ventures by Council in both Mindarie Regional Council (MRC) and Tamala Park Regional Council (TPRC) is accounted for by applying the equity. Under this method of accounting, interest on the jointly-controlled regional council is initially recorded at cost and adjusted thereafter for the post-acquisition change in Council share of net asset of the jointly-controlled regional council. Accordingly, a post-acquisition change of \$34,005 was booked for MRC and post-acquisition change of \$30,573 for TPRC for the 2010-2011 financial year.



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### for the year ended 30 June 2011

#### 21. FEES AND CHARGES BY PROGRAMME

	Actual 2010-11 \$	Actual 2009-10 \$
Governance	231,100	265,147
Law, Order and Public Safety	49,588	68,776
Health	29,197	32,162
Education and Welfare	311,538	304,022
Community Amenities	157,040	137,310
Recreation and Culture	7,111,394	6,621,794
Transport	4,623,360	4,240,643
Economic Services	72,267	61,924
Other Property and Services	1,020,302	1,035,125
General Administration	103,056	88,038
	<b>13,708,842</b>	<b>12,854,941</b>

#### 22. GRANTS, SUBSIDIES AND CONTRIBUTIONS

	Actual 2010-11 \$	Actual 2009-10 \$
Grants, subsidies and contributions are included in the operating revenues in the Statement of Comprehensive Income		
<b>By Nature and Type</b>		
Grants, Subsidies and Contributions – operating	1,241,273	1,208,546
Grants, Subsidies and Contributions – non-operating	1,162,099	1,381,081
	<b>2,403,372</b>	<b>2,589,627</b>

	Actual 2010-11 \$	Actual 2009-10 \$
<b>By Programme</b>		
General Purpose Funding	612,626	858,935
Governance	3,818	0
Law, Order and Public Safety	385,140	130,762
Health	1,023	1,836
Education and Welfare	10,565	1,865
Community Amenities	6,069	27,171
Recreation and Culture	449,679	251,610
Economic	2,874	2,927
Transport	900,636	1,282,921
Other Property and Services	29,383	29,357
Administration	1,559	2,243
	<b>2,403,372</b>	<b>2,589,627</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

for the year ended 30 June 2011

### 23. MEMBERS' FEES AND ALLOWANCES

	Revised Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>Annual Meeting Fee (Section 5.99)</b>			
Mayor & Councillors (8)	70,000	69,416	68,645
	<u>70,000</u>	<u>69,416</u>	<u>68,645</u>
<b>Annual Allowance (Section 5.98 (5)(b))</b>			
Mayor	56,820	56,726	46,812
Deputy Mayor	14,070	14,205	11,820
	<u>70,890</u>	<u>70,931</u>	<u>58,632</u>
<b>Prescribed Expense Reimbursement (FM Reg 44)</b>			
Telecommunication Allowance	11,375	4,111	9,214
Travelling Expenses	1,500	2,636	2,023
Child Care	1,000	0	0
Stationery/Printing	1,000	1,404	2,696
Other Expenses	2,000	4,063	3,956
	<u>16,875</u>	<u>12,214</u>	<u>17,889</u>
<b>Total</b>	<u><b>157,765</b></u>	<u><b>152,561</b></u>	<u><b>145,166</b></u>

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 24. STATEMENT OF RATING INFORMATION

	Rateable Value \$	Rate in Dollar Cents	Original Budget 2010-11 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>RATE REVENUE</b>					
<b>Gross Rental Values</b>					
General Rate 15,308 Assessments	272,347,476	7.43	20,208,999	20,235,421	18,924,180
Minimum Rate 997 Assessments @ \$599	8,649,081	@599	598,200	597,203	573,144
Interim and Back Rates	3,290,431	7.43	314,100	244,479	244,312
<b>Total General Rates Levied</b>	<b>284,286,988</b>		<b>21,121,299</b>	<b>21,077,103</b>	<b>19,741,636</b>
Ex Gratia Rates 21 Assessments	395,331	7.43	62,000	29,373	58,943
	<b>284,682,319</b>		<b>21,183,299</b>	<b>21,106,476</b>	<b>19,800,579</b>
Less Rates Written Off			(30,000)	(4,876)	(48,428)
<b>Total Amount Made Up From Rates</b>			<b>21,153,299</b>	<b>21,101,600</b>	<b>19,752,151</b>
Plus Non-Payment Penalties					
Instalment Interest @ 5.5%			107,200	111,373	104,496
Penalty Interest @ 11%			81,000	72,763	61,156
Administration Charge \$8 per instalment			121,000	125,624	107,030
Legal Costs Recovered			6,000	26,265	12,356
			<b>21,468,499</b>	<b>21,437,625</b>	<b>20,037,189</b>

Council issued rates on 19 July 2010, with payment to be made either in full by 23 August 2010 or by four instalments as provided for in the *Local Government Act 1995*. Administration charges and interest are applied for the final three instalments.

The due dates for each instalment were:

- First Instalment                    23 August 2010
- Second Instalment                25 October 2010
- Third Instalment                    5 January 2011
- Fourth Instalment                 9 March 2011

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 25. FINANCIAL RISK MANAGEMENT

Council's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Council's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council.

The Council held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	Actual 2010-11 \$	Actual 2009-10 \$	Actual 2010-11 \$	Actual 2009-10 \$
<b>Financial Assets</b>				
Cash and Cash Equivalents	10,539,624	10,897,402	10,539,624	10,897,402
Receivables	3,295,715	2,977,395	3,295,715	2,977,395
	<b>13,835,339</b>	<b>13,874,797</b>	<b>13,835,339</b>	<b>13,874,797</b>
<b>Financial Liabilities</b>				
Payables	4,542,258	5,587,433	4,542,258	5,587,433
Borrowings	14,043,033	14,224,752	9,994,366	9,071,655
	<b>18,585,291</b>	<b>19,812,185</b>	<b>14,536,624</b>	<b>14,659,088</b>

Fair value is determined as follows:

- Cash and Cash Equivalents, Receivables, Payables – estimated to the carrying value which approximates net market value.
- Borrowings – estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

#### (a) Cash and Cash Equivalents

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash and investments portfolio. Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk – the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash and investments are also subject to interest rate risk – the risk that movements in interest rates could affect returns. The weighted effective average interest for all the cash and cash equivalent for the year was 4.66% (2009-10 was 4.04%).

Another risk associated with cash and investments is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### SENSITIVITY ANALYSIS

	30 June 2011 \$	30 June 2010 \$
Impact of a 1.0% movement in interest rates on cash and investments		
- Equity	105,000	109,000
- Income Statement	<u>105,000</u>	<u>109,000</u>

#### (b) Receivables

Council's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. Council manages this risk by monitoring outstanding debt and employing debt recovery policies.

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is monitored against benchmarks for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Council's credit risk at balance date was:

	30 June 2011 \$	30 June 2010 \$
Percentage of Rates and Annual Charges		
- Current	88%	90%
- Overdue greater than twelve months	12%	10%

	30 June 2011 \$	30 June 2010 \$
Percentage of Other Receivables (exclude Underground Power Charge)		
- Current	66%	85%
- Overdue	34%	15%



## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### (c) Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of Council's Payables and Borrowings are set out in the Liquidity Sensitivity Table below:

				30 June 2011	30 June 2010
				\$	\$
Percentage of Rates and Annual Charges					
- Current				88%	90%
- Overdue greater than twelve months				12%	10%
	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total Contractual Cash Flows	Carrying values
	\$	\$	\$	\$	\$
<b>2011</b>					
Payables	4,542,258	0	0	4,542,258	4,542,258
Borrowings	1,573,833	8,383,736	9,592,617	19,550,186	14,043,033
	<b>6,116,091</b>	<b>8,383,736</b>	<b>9,592,617</b>	<b>24,092,444</b>	<b>18,585,291</b>
<b>2010</b>					
Payables	5,587,433	0	0	5,587,433	5,587,433
Borrowings	2,031,139	7,551,333	10,946,474	20,528,946	14,224,752
	<b>7,618,572</b>	<b>7,551,333</b>	<b>10,946,474</b>	<b>26,116,379</b>	<b>19,812,185</b>

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs. Council manages this risk by borrowing long-term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest rate risks:

	<1 years	>1 >5 years	>5 years	Total	Weighted Average Effective Interest Rate
	\$	\$	\$	\$	%
<b>Borrowings</b>					
<b>Year Ended 30 June 2011</b>					
<b>- Fixed Rate</b>					
Debentures	826,057	4,373,144	8,843,833	14,043,034	6.42%
Weighted Average Effective Interest Rate	7.54%	6.96%	5.31%		
<b>Year Ended 30 June 2010</b>					
<b>- Fixed Rate</b>					
Debentures	1,275,721	3,338,682	9,610,349	14,224,752	6.60%
Weighted Average Effective Interest Rate	7.54%	6.96%	5.31%		

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

### 26. INVENTORIES

	Actual 2010-11 \$	Actual 2009-10 \$
Stock held at the Depot	133,028	130,045
Retail Stock – Beatty Park	70,240	68,954
	<b>203,268</b>	<b>198,999</b>

### 27. TRADING UNDERTAKINGS, MAJOR TRADING UNDERTAKINGS AND MAJOR LAND TRANSACTIONS

No trading or major undertakings and no major land transactions have been undertaken by the Town for the year ending 30 June 2011.

### 28. ECONOMIC DEPENDENCY

A significant portion of revenue is received by way of grants from the State and Federal Governments. The total of grant revenue from government sources is disclosed in Note 22.

### 29. FINANCIAL RATIOS OF THE ACCOUNTS

	2011	2010	2009
Current Ratio	0.38:1	0.34:1	0.92:1
Debt Ratio	10.4%	14.2%	13.2%
Outstanding Rates Ratio	0.47%	0.27%	0.44%
Rates Coverage Ratio	55.3%	53.5%	51.5%
Debt Service Ratio	5.5%	5.3%	5.5%
Untied Cash to Trade Creditors Ratio	0.59:1	0.04:1	0.52:1
Gross Debt to Revenue Ratio	36.4%	37.1%	37.0%
Gross Debt to Economically Realisable Assets Ratio	12.1%	17.3%	17.2%

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2011

The ratios are calculated as follows:

Current Ratio	$\frac{\text{(Current Assets – Restricted Assets)}}{\text{(Current Liabilities – Liabilities associated with Restricted Assets)}}$
Debt Ratio	$\frac{\text{Total Liabilities}}{\text{Total Assets}}$
Outstanding Rates Ratio (exclude Pensioners)	$\frac{\text{Rates Outstanding}}{\text{Rates Collectable}}$
Rates Coverage Ratio	$\frac{\text{Net Rates Revenue}}{\text{Operating Revenue}}$
Debt Service Ratio	$\frac{\text{Debt Service Cost}}{\text{Available Operating Revenue}}$
Untied Cash to Trade Creditors Ratio	$\frac{\text{Untied Cash}}{\text{Unpaid Trade Creditors}}$
Gross Debt to Revenue Ratio	$\frac{\text{Gross Debt}}{\text{Total Revenue}}$
Gross Debt to Economically Realisable Assets Ratio	$\frac{\text{Gross Debt}}{\text{Economically Realisable Assets}}$



## TOWN OF VINCENT

In late 1995 a public competition was conducted to design and create the Town's corporate logo. The joint winners of the competition were Renato Perino and Paul Glasson. The logo was adopted by the Council on 12 February 1996.

The logo concept has been developed combining some of the elements that characterise the diversity of the area. These include:

**THE SUN** – symbolising warmth and energy, reflecting the pleasant lifestyle in this area.

**THE TREE BRANCH** – symbolising the lush, well-kept parks and gardens and a strong commitment to a clean, healthy and safe environment, which are aspects of the Town's outdoors.

**THE BIRD** – symbolising peace, harmony and friendliness which prevails within the Town.

**THE CORNICE** – symbolising the architectural and historic aspect of the area, the cornice features on many character houses and buildings – many of which were built in the late 1890s and early 1900s.

**THE DIAMOND SHAPE** – symbolising strength and prosperity.

The colour values of maroon/deep red are closely associated with the heritage and represent action, youth and vitality which symbolises the Town. The direct opposite colour is green/blue and represents strength and reliability.

