



CITY OF VINCENT



# ANNUAL REPORT

2012-13



## "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 City'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 City 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 wellbeing 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.

#### Administration & Civic Centre

244 Vincent Street (corner Loftus Street) Leederville WA 6007  
PO Box 82, Leederville WA 6902

Tel: 9273 6000 Fax: 9273 6099  
Email: [mail@vincent.wa.gov.au](mailto:mail@vincent.wa.gov.au)

[www.facebook.com/cityofvincent](https://www.facebook.com/cityofvincent)  
[www.vincent.wa.gov.au](http://www.vincent.wa.gov.au)

The City's Plan for the Future and Strategic Plan 2011-2016 was developed in consultation with major stakeholders including the local community, Council Members and City employees. The Plan for the Future and Strategic Plan incorporates the City'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 City continues to promote and enjoy a lifestyle which encourages and celebrates social and economic sustainability.*

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

### Economic Development

*Progress economic development with adequate financial resources.*

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

### Community Development

*Enhance community development and well-being.*

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

*The City 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 City 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 City will maintain good leadership through positive management.*

*The City 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 2011-2016 (shown in italics with arrows at the front).



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## 2012/13 aims at delivering services and infrastructure across the entire community.



Mayor Hon. Alannah MacTiernan  
Elected: Oct 2011

Your City has had another busy year with a number of projects commencing and new initiatives introduced over the 2012-13 financial year. The focus is on projects and programmes that were able to be implemented in this financial year. We continued to deliver the traditional services and facilities through our regular programmes whilst also looking to the future to ensure that the long-term sustainability of Vincent is addressed via strategic planning.

### Major Projects

Stage 1 of the \$22 million Beatty Park redevelopment was completed in February 2013 – this saw new pools and a spectacular entrance, new gym facility, shop, crèche and cafe areas. Works will ensure that Beatty Park remains a modern leisure facility that meets the ongoing needs of patrons and is a viable long-term asset for our City.

At last, after seven years we now have a resolution for Hyde Park. The Restoration Masterplan was finalised, the contracts were signed and this significant environmental project was completed in May 2013. Funds will focus on improving water quality and assisting fauna and vegetation to flourish.

### Vincent's Town Centres & Urban Villages

We delivered improvements in the streetscapes of the City's Town Centres to foster development of Vincent's fêted 'Urban Villages', focused on Leederville, whilst to continuing to upgrade Beaufort Street, Mount Lawley; William Street, Perth; Oxford Street, Leederville and Angove Street, North Perth.

Community festivals are also big ticket items this year for our Urban Villages with funds being allocated towards the ongoing (and burgeoning) Beaufort Street, William Street and Angove Street festivals.



The new facility was officially opened on Friday 22 March; pictured is Dale Morrissy, Manager Beatty Park; Vincent CEO, John Giorgi; the Minister for Sport Recreation, Racing & Gaming, Terry Waldron; former Mayor of Vincent, Nick Catania; and Mayor Alannah MacTiernan



### Planning & Heritage

The North Perth Town Centre Masterplan, which provides the direction for the future planning and development, was adopted in February 2013.

Recognising Vincent's projected residential growth as a sought-after inner city municipality, the City continued the implementation of the Car Parking Strategy's key recommendations and associated Precinct Parking Management Plans.

Following Vincent Vision 2024, the City progressed the review of Town Planning Scheme No. 1 (TPS1), starting with an extensive review of the development controls and the zonings throughout Vincent. At the time of writing this report, the City was still awaiting the Western Australian Planning Commission (WAPC) to give consent to advertise.

### Sustainability & the Environment

As Mayor I am committed to actioning matters to improve our environmental and make our City green. The City adopted its Sustainable Environment Strategy 2011-2016 which sets out achievable actions for the City over the next five years. Areas covered include air and emissions, water quality and consumption, greening Vincent and the 'reduce, reuse, recycle' mantra of our Waste Management team. We are totally reviewing the way we manage the City's waste and have engaged consultants to review the City's Waste Management Strategy.

### Works & Infrastructure

The Infrastructure Works Programme covered a comprehensive range of projects to maintain and replace the City's existing infrastructure. A number of Traffic Management projects were implemented, a result of resident requests, and under the Commercial Precincts Upgrade Programme we improved the amenity of Beaufort Street to include new artwork and street furniture.

As part of this year's budget, the City funded road work improvement projects to Moir Street, Little Parry Street and the Beaufort/Brisbane Street intersection. The City continued to receive grant funding from both the State and Federal Governments through Main Roads, Black Spot and Roads to Recovery submissions.

### Parks & Recreation

Works began on the Hyde Park Water Playground (completed October 2012). The new playground, which has long been a much-loved feature of Hyde Park, now has a new limestone building to house pool filters; new pumps, filters and control system for the recycled water; refurbished universal access toilet; universal access paths leading to the water playground and new water features, including tipping bells and water cannons.



*Hyde Park Water Playground opening*

### Local Government Structural Reform

The Council made a submission to the independent review panel formed by the State Government to consider structural reform in the Metropolitan area as part of its consultation process, the Council conducted a deliberative democracy forum in February 2012, whereby residents and business proprietors formulated a position for the future of the City of Vincent. The CEO and Mayor also attended a forum of all metropolitan Mayors and CEOs to consider a joint position to submit to the State Government, The Council subsequently resolved that to support the Western Australian Local Government's position of 15-20 Local Governments in the Perth Metropolitan region.

### Appreciation to Councillors

On behalf of the residents and ratepayers of the City I would like to sincerely thank the Councillors for their significant contribution that they have made to the City.

### Appreciation to Chief Executive Officer and staff

On behalf of the Council, residents and ratepayers of the City, I would like to say thank you to Chief Executive Officer John Giorgi, Directors and the City's employees for their professionalism and dedication over the last twelve months.

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

Mayor Hon. Alannah MacTiernan



It is with pleasure that I again report on another busy and most successful year. The City has continued to consolidate its position as a leading local government of significance. This success is a direct result of a concerted effort to develop the City's practices and procedures in order to meet the diverse needs of its ratepayers, residents and visitors, and the many expectations placed upon it, together with the pursuance of major strategic objectives.

The following is a summary of highlights and significant achievements for the period 1 July 2012 -30 June 2013.



## Awards and Achievements

It is pleasing to report that the City continues to be recognised at a National and State level in a variety of areas. These included:

July 2012: The City was nominated as one of five finalists from a total of twenty-five submissions for the 2012 Australian Medical Association's (AMA) "Healthier WA Award".

November 2012: Beatty Park Leisure Centre Coordinator Aquatic & Operations, Jeff Fondacaro, was recognised by the Royal Life Saving Society of WA (RLSSWA) for his services to the aquatic industry.

November 2012: The Chief Executive Officer was recognised with a Certificate of Appreciation from the Local Government Managers Association at its State Annual Conference, "in recognition of his professional contribution and service to Local Government over many years and his commitment to the Objectives and ethics of Local Government Managers Australia". This Award follows the Western Australian Local Government Association's Certificate of Appreciation awarded in 2010 for the CEO's, "personal commitment, eminent service and contribution to the Association and Local Government".

June 2013: The City of Vincent was awarded the 'National Excellence' Award from 'Mobile Muster. Vincent is one of only five councils from around Australia that was recognised for its commitment to keep old mobiles out of landfill by correctly recycling them. This award is presented to the local government that has actively promoted and creatively engaged their community in mobile phone recycling, as well as activity to actually collect mobile phones and their accessories.

## Governance, Compliance and Organisational Management

### Governance and Compliance

It is pleasing to again to report that the City did not report any governance or compliance issues, as reported to the Department of Local Government (DLG) in the Annual Compliance Return 2013. In addition, all auditors' reports were positive and did not identify any major or significant concerns. It is considered that the governance and statutory compliance of the City is at a very high standard.

### Organisational Performance

Particular attention was given to:

Customer Service: additional recruitment of more suitable staff and training was provided to the Customer Service Centre Officers and other frontline officers. As a result, positive feedback has been received from Council Members and the community about improved customer service and complaints have almost been eliminated.

Planning and Building Services:

A review of the Planning and Building Services Section was carried out to address the matters raised about delays in processing, poor customer service, quality of information provided. A number of strategies were implemented to overcome the backlog of development applications, improve communication with Applicants and improve the information in agenda reports to the Council. At the time of writing this report, processing times for applications has been improved and complaints have almost been eliminated.



### Plans for the Future/Strategic Plan

As of the 1 July 2013, all Western Australian local governments are required to have in place a Strategic Community Plan and a Corporate Business Plan, supported by a Workforce Plan, Asset Management Plans and a Long Term Financial management Plan. The Strategic Community Plan forms the basis of the City's strategic direction and includes many of the Annual Capital Works programs and provides guidance for the City's Administration. The Plan for the Future/Strategic Plan was completely reviewed in early 2011 and adopted by the Council on 14 June 2011.

The Council adopted the following statutory Plans:

- Asset Management Plans (Council meeting: 25 June 2013)
- Long Term Financial Management Plan (Council meeting: 25 June 2013)
- Workforce Plan (Council meeting: 23 April 2013)

### Council Meetings and Business

The Council again experienced a heavy workload during the year. The number of reports submitted to the Council increased from 588 in 2011/12 to 597 in 2012/13, a 1.53% increase. The number of report recommendations adopted without change remained similar to the previous year at 63%. The number approved 'En-bloc' was consistent to previous years at 40.5% (39.62% in 2011/12). The number of report recommendations amended increased from 111 in 2011/12 to 136 in 2012/13, an increase of 22.5%. The number of motions submitted to the Council was 21, a decrease from the previous year (31). The duration of the Council meetings reduced slightly from 3 hours and 25 minutes in 2011/12 to 3 hours and 19 minutes in 2012/13.

### Council Policies

The annual review of the Council Policy Register continued: sixteen (16) were re-adopted without change, ten (10) were re-adopted with amendments and four (4) policies were rescinded. (Numerous Planning and Building policies were also reviewed during the year). Three (3) new policies were adopted.



City of Vincent Administration & Civic Centre

### Delegated Authority Register

The CEO carried out a comprehensive review of the Council's Delegated Authority Register which resulted in a more concise Register. This was adopted by the Council 10 July 2012.

### Local Laws

*The complete review of all local laws was carried out 'in-house' in 2009. The Local Government Act statutory eight (8) year review of all local laws will be required to be carried out in 2016. During the year, significant amendments were made to the following Council Local Laws:*

*Dogs;  
Local Government Property.  
Parking and Parking Facilities; and  
Standing Orders.*

### Code of Conduct

A comprehensive review of the Council's Code of Conduct was carried out 'in-house' in early 2013 and amendments were adopted by the Council on 9 April 2013.

### Relationship Declaration Register

The Council's Policy was adopted in December 2012 and up to 30 June 2013, 43 declarations were carried out. The register has proven to be very popular, as Vincent is the only local government in WA which provides this service.

### Local Government Structural Reform/Amalgamations

Several information sessions arranged by WALGA were attended by the Mayor and CEO in late 2012. On 30 July 2013, the Premier and Minister for Local Government announced the Government's proposal for local government structural reform. The number of local governments in the metropolitan area is proposed to be reduced from 30 to 14. At the time of writing this report, the Chief Executive Officer was heavily involved in the City's campaign and preparing reports to the Council concerning the City's submission to merge all of the City of Vincent into the City of Perth.

### Strategic Plan - Major Projects and Infrastructure Development

#### Beatty Park Leisure Centre

##### Redevelopment

The \$17.5 million redevelopment of the centre was successfully completed during the year. Council approved the tender for this project 23 August 2011 and work progressed well during the year. Steady progress was made, with particular care being given to ensure it was maintained within the approved budget and adopted timeframe. The geothermal project was successfully implemented and commissioned in March 2013.

The project was completed within the adopted budget; however, due to a major flooring problem in the main entrance, a four (4) week delay in the opening occurred. The City was compensated for this delay.



*Mayor Alannah MacTiernan, dignitaries, Councillors and Vincent staff enjoying the opening speeches*

#### 50th Anniversary Celebrations

A major celebration was held to commemorate the significant 50th Anniversary of the centre on 22 November 2012. The event was attended by Mayor, Councillors, politicians, dignitaries, past Olympians, residents and City employees. A book was published to commemorate the occasion.

#### Centre Re-opening

The indoor pool re-opened on 23 July 2012, with the new outdoor pools opening on 22 November 2012. The new gymnasium facilities opened on 22 March 2013 and have proved to be very popular. At the time of writing this report, the centre was operating above predicted expectations.

#### Leederville Masterplan

Reports were submitted to the Council 10 July 2012 and 4 December 2012. At the Council Meeting held on 27 March 2012, approval was granted to prepare a Structure Plan, using in-house resources. On 18 December 2012, the Council approved of a Management Committee to oversee the project. Slow progress has been achieved in this project during the year, with a focus on finalising a number of required studies for the Statutory Structure Plan.



#### Rectangular Sports Stadium and Redevelopment of new Eastern and Southern Stands

On 21 May 2010, the State Government announced a multi-million dollar redevelopment of the stadium. Numerous meetings were held with the various stakeholders, including the Minister for Sport and Recreation, Department, Rugby WA, Perth Glory Football Club and the City's Stadium Manager, Allia Venue Management. Construction commenced in late 2012 and the new stadium was officially opened by the Premier on 23 March 2013.

The majority of the works were completed in March 2013 and at the time of writing this report the pitch sub soil drainage system and playing turf was being replaced. This project is aimed to be completed by mid October 2013 (in time for the A-league 2013/14 season). In accordance with the lease with the State Government, the City no longer has any responsibility for costs at the stadium, again achieving significant cost savings to the City.

### Hyde Park Lakes Redevelopment

#### Lakes Redevelopment

The Council approved the construction tender at a Special Meeting of the Council held on 20 June 2012. Works commenced in July 2012 and were substantially completed in May 2013. At the time of writing this report, plantings were being finalised. The project has been completed within budget.



#### Water Playground and Gazebo

The Council approved of the upgrade of the water playground and this was opened to the public on 14 October 2012, with a 'Hydromania' fun day for families. In addition, a new large gazebo was constructed in May 2013. This facility has been extremely popular with the community.

#### Sustainability Achievements

A number of sustainability information sessions have proved to be popular. The City was successful in obtaining a significant Community Energy Efficiency Program grant of \$669,322 from the Federal Government to implement

a number of sustainability initiatives in the City. The main project will involve utilising the excess geothermal energy from the Beatty Park Leisure Centre.

### Festivals

The City continues its collaborative approach in delivering a diverse and vibrant festivals and events programme. The major Town Centres of Leederville, North Perth and Mt Lawley/Highgate were supported in organising iconic festival events unique to their respective cultural and creative identities.

## Regional Councils

### Tamala Park Regional Council

The joint owners - being the Cities of Joondalup, Perth, Stirling, Vincent and Wanneroo and the Towns of Cambridge and Victoria Park - formed a Regional Council to control the land (other than that leased to the Mindarie Regional Council). This Regional Council meets on a bi-monthly basis during the year and these meetings 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 30km from Perth's CBD. A total of 252-hectares is currently leased to the Mindarie Regional Council for use as a regional waste facility. The CEO attends a monthly meeting with the other member CEOs and consultants to assist in the progressing of the sales and subdivision. At the time of writing this report, a number of lots have been sold and the project is progressing very well.

### Mindarie Regional Council

The Mindarie Regional Council (MRC) - of which the City is a member along with the Towns of Cambridge and Victoria Park and Cities of Stirling, Perth, Joondalup and Wanneroo - purchased 100 hectares of land at Neerabup as a site to contain the proposed secondary waste treatment plant. The MRC meets on a bi-monthly basis and these were attended by the Chief Executive Officer and Mayor.

## Summary

In April 2010, as a result of the new tipping fee structure, the City of Stirling commenced Supreme Court action against the MRC and Member Councils. Regular progress reports on the matter were submitted to the Council. Numerous meetings and workshops have been attended to assist in the negotiations to finalise the City of Stirling's exit. It is pleasing to report that the dispute has now been resolved and the City of Stirling will remain as a Member of the Regional Council.

I am pleased that both staff and Council Members have worked together for the benefit of the City. I express my appreciation to Mayor Hon. Alannah MacTiernan (and former Mayor Nick Catania) and Councillors, to the Directors, Rob Boardman, Mike Rootsey, Rick Lotznicker and more recently to newly appointed Director, Carlie Eldridge, for their support during the year, and to the City's employees for their outstanding commitment and dedication in ensuring the future success of the City and making it a special place in which to live.



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



North Ward



CR JOHN CAREY  
Elected 2011 - 2015



CR WARREN MCGRATH  
Deputy Mayor  
Elected 2009 - 2013



CR JOSH TOPELBERG  
Elected 2009 - 2013



CR JOHN PINTABONA  
Elected 2011 - 2015

South Ward



CR ROSLYN HARLEY  
Elected 2011 - 2015



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



CR JULIA WILCOX  
Elected 2011



CR MATT BUCKELS  
Elected 2009 - 2013

Council Meetings

Council Meetings were held at 6.00pm on the second and fourth Tuesday of each month at the Administration and 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 2012 - 2013

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 Hon. Alannah MacTiernan	22	21	1	-	4	4	-	-
Cr Matt Buckels	22	19	2	1	4	2	-	2
Cr John Carey	22	19	1	2	4	4	-	-
Cr Roslyn Harley	22	17	4	1	4	3	-	1
Cr Dudley Maier	22	21	1	-	4	4	-	-
Cr Warren McGrath (Deputy Mayor)	22	21	1	-	4	3	-	1
Cr John Pintabona	22	22	-	-	4	4	-	-
Cr Joshua Topelberg	22	20	1	1	4	3	-	1
Cr Julia Wilcox	22	20	-	2	4	4	-	-

Council Forum Attendance 2012 - 2013

MEMBERS	NO. OF FORUMS ENTITLED TO ATTEND	NO. OF FORUMS ATTENDED	APPROVED LEAVE OF ABSENCE	APOLOGIES RECEIVED
Mayor Hon. Alannah MacTiernan	11	8	2	1
Cr Matt Buckels	11	10	-	1
Cr John Carey	11	7	1	3
Cr Roslyn Harley	11	7	2	2
Cr Dudley Maier	11	11	-	-
Cr Warren McGrath (Deputy Mayor)	11	8	2	1
Cr John Pintabona	11	8	-	3
Cr Joshua Topelberg	11	7	1	3
Cr Julia Wilcox	11	8	1	2



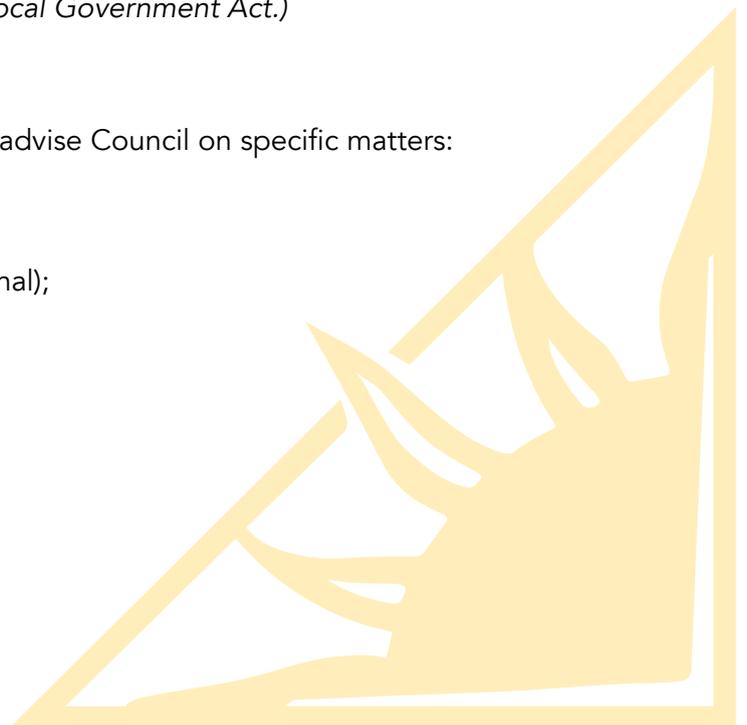
### Committees to which the City has Delegates or Representatives

- Audit Committee (Delegates: Mayor MacTiernan (Chair); Cr McGrath; Cr Maier and; Cr Topelberg. Deputy: Cr Pintabona.)
- Development Assessment Panel (DAP) - Local Government Metro West (Delegates: Mayor MacTiernan and; Cr Maier. Deputies: Cr Topelberg and; Cr McGrath.)
- Foyer Oxford Community Reference Group (Delegates: Cr Buckels and; Manager Community Development. Deputy: Cr Wilcox.)
- Leederville Gardens (Inc) Retirement Estate Board of Management (Delegates: Mayor MacTiernan (Chair); Cr Harley and; Cr Maier; Director Community Services - non-voting; Director Corporate Services – non-voting and; Manager Community Development – non-voting. Deputy: Cr Wilcox (Chair).)
- Local Government Association - Central Metropolitan Zone (Delegates: Deputy Mayor Cr McGrath; Cr Harley and; CEO – non-voting. Deputy: CEO – voting for both Delegates.)
- Medibank Stadium (Leederville Oval) Ground Management Committee (Delegate: CEO (Chair). Deputy: Director Corporate Services.)
- Metropolitan Regional Road Group (MRRG) Central Technical Sub-Group (Cities of Perth, Subiaco and Vincent) (Delegates: Cr Pintabona and; Manager Asset & Design Services. Deputy: Nil.)
- Mindarie Regional Council (Delegates: Mayor MacTiernan and; CEO – non-voting. Deputy: Cr Maier\*)  
\*NB: 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 Planning Services. Deputy: Cr Topelberg.)
- Stadium Advisory Committee (Delegates: Mayor MacTiernan and; CEO. Deputy: Deputy Mayor, Cr McGrath.)
- Swan River Trust (only matters relating to the City of Vincent) (Delegates: Cr Pintabona and; Director Planning Services or Director Technical Services. Deputy: Cr Buckels.)
- Swan River Trust - River Protection Strategy Advisory Committee (Delegates: Cr Buckels and; Manager Strategic Planning, Sustainability and Heritage Services. Deputy: Cr Pintabona.)
- Tamala Park Regional Council (Delegates: Mayor MacTiernan and; CEO – non-voting. Deputy: Cr Topelberg\*) \*NB: 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.)

### Advisory Groups

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

- Aboriginal Liaison and Reconciliation;
- Arts;
- Building Design and Conservation (Occasional);
- Garden Awards (Occasional);
- Healthy Vincent
- Integrated Transport;
- Local Business;
- Local History and Heritage;
- Safer Vincent Crime Prevention Partnership;
- School Principals' Liaison;
- Seniors;
- Sustainability;
- Universal Access; and
- Youth Advisory Council.



## Good Governance

### Audit Committee

The Audit Committee is formally appointed by the Council and assists Council and the City'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 City'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 Council Code, which was originally adopted at the Ordinary Meeting of Council of 26 August 1996, has been reviewed on a regular basis. The current Code was re-adopted on 9 February 2010.

There were two minor complaints against a Councillor for a breach of the Code of Conduct. One complaint was upheld, however was satisfactorily resolved. The other complaint was unjustified.

### 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 Staff 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 City 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 financial year 2010-2011, no disclosures relating to improper conduct were made to the City and no disclosures were referred to the Ombudsman.

### Privacy Rights and Legislation

The City views privacy compliance as an integral part of its commitment to accountability and integrity in all its activities and programmes. The City 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 City 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 City 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 City. It also provides the right of appeal in relation to decisions made by the City to refuse access to information applied for under the Act.

### Equal Opportunity

The City supports, and is committed to, the achievement of its diversity management and equal opportunity goals. That means the City 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 City 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 Technology 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.



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 City's operational areas
- Monitoring the progress of each of the City's operational areas towards attaining identified corporate goals, financial targets and non-financial performance indicators
- Implementation of Council decisions
- Overseeing and coordinating major projects.

The Executive Management Team meets formally each week.

## Executive Management Team

Director Technical Services



Rick Lotznicker,  
NZCE (Civil), Grad.Dip.Eng.,  
MIPWEA

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

Director Community Services



Robert Boardman,  
P.Grad Dip. Health Admin  
(Curtin), MAIEH, MLGMA

- Health and Compliance Services
- Ranger and Community Safety Services
- Community Development
- Library and Local History Services

Chief Executive Officer



John Giorgi,  
B.App.Sc. (Env Health),  
FEHA, FLGMA, JP  
Grad. certificate Public  
Sector Mgmt

- City Administration
- Mayor and Councillor Liaison
- Council Meetings
- Governance and Policies
- Civic Functions
- Corporate Planning
- Communications/Marketing
- Human Resources
- Citizenship

Director Corporate Services



Mike Rootsey,  
CPA, B.Bus,  
Post Grad (Accounting)

- Beatty Park Leisure Centre
- Financial Services
- Information Systems
- Customer Service Centre

Director Planning Services



Carlie Eldridge,  
BArch(Hons), MEnvPlan,  
GradCertMgmt,  
GradDipBus-LocalGov, PIA,  
LGMA

- Planning and Building Services
- Strategic Planning, Sustainability and Heritage Services



## Human Resources

Manager: Annie Smith

### Our Employees

The City continues to be committed to being an 'Employer of Choice' and recognises the important contribution to be made by an experienced and skilled workforce in achieving the City's goals. The City's premise is that to sustain a high level of performance, we 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 City 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 and well-being, safety, diversity and the implementation of programmes that support a work/life balance for its employees.

The City's Strategic Plan 2011-2016 states at Key Result Area 4.2.1 - Promote employee performance, recognition, reward, satisfaction and wellbeing, and provide a safe and positive workplace.



### Workforce Plan

» 4.2.1(a) Finalise, adopt and implement a Workforce Plan.

In 2012, the Department of Local Government (DLG) advised that in accordance with the Local Government Act 1995, all local governments were required to prepare and implement a Workforce Plan by 30 June 2013.

Workforce planning is a key component of the Integrated Planning and Reporting Framework which was introduced to WA local governments in 2011, underpinned by regulatory amendments. Together with strategic community planning, asset management and long term financial planning, it forms part of the integrated planning and reporting framework. The City's Workforce Plan was adopted by Council at its Ordinary Meeting held on 23 April 2013. In the Department of Local Government and Communities' 2013 Capability Survey, Vincent achieved an 81% state average for its Workforce Plan.

#### Purpose of the Workforce Plan

The purpose of the Plan is to provide each local government with a strategic focus to maximise human resource potential and can be defined as;

"A continuous process of shaping the workforce to ensure that it is capable of delivering organisational objectives now and in the future:" (Australian National Audit Office 2004).

### Equal Opportunity

» 4.2.1(d) Review and continue to implement the City's Equal Employment Plan.

The City 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 City's Equal Opportunity Management Plan 2012-2014 addresses the requirements of the Equal Opportunity Act 1994, and is available on the City's website. These requirements state that the City is to develop EEO and diversity goals and strategies based on the following three main outcomes:

- Our workplace is accountable and free from harassment
- Our workplace is free from unlawful discrimination
- The City has strategies for EEO groups to increase the participation in our workplace



### Recruitment

The City's employee turnover for 2012-2013 has reduced from 12.9% to 9.89%. The reduction is can be attributed to and indicative of the current economic climate (down turn in resources industry) and people electing for more stable and reliable employment.

The City has an adopted Attraction and Retention Strategy in order to remain competitive in the market place and retain professional employees which outlines the City's values, employment benefits, its commitment to equal employment opportunities, training and development, work/life balance, health and wellbeing of its employees and providing a safe work environment.

### Staff Development and Training

The need to identify relevant training programs is essential if the City is to have an effective and highly skilled workforce capable of meeting current and future challenges.

The City supports the development and use of structured career path plans and recognises the need for investment in training and education. Career path planning shall be incorporated into performance appraisal process to identify employees' interests and personal aspirations within local government.

Training (being the extension and/or enhancement of skills and knowledge to enable employees to be more effective in their jobs and/or to provide for future progression) is the joint responsibility of the City and the employee. The City encourages the planning for employee development that makes optimum use of employees' demonstrated skills, attitudes and aspirations for their career. The City has a comprehensive study leave and financial assistance policy.

During the year, a number of sessions in "Disability Awareness" Cultural Understanding and Awareness and Deafness Awareness were provided to all employees as well as various training courses, seminars, forums and conferences for individual employees.

### Recognition of Employees

The Employee Recognition Policy formally recognises and thanks commendable employees for their contribution during their employment with the City 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

» 4.2.1(c) Review and continue to implement the City's Occupational Safety and Health Plan.

The City'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 ongoing basis for all employees.

#### Occupational Safety and Health Management Plan

The aim of the Occupational Safety and Health Management Plan 2012-2015 Plan is to achieve 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 at the workplace.

#### Workers' Compensation

The number of employee claims this year decreased from nine (9) claims to eight (8) claims. All claims were of a minor nature, except one long term injury, which significantly increased the number of Lost Time Injury days, which increased from 83 to 367 days.



### Employee Assistance Programme

» 4.2.1(b) Ensure the organisation enhances and promotes Employee satisfaction, health, safety and wellbeing and promotes strategies to attract and retain employees and encourage career development.

All employees of the City have access to an Employment Assistance Programme. This programme provides free confidential counselling to employees, Council Members and their immediate families. The utilisation of this programme during this financial year is up from 2.6% to 7.53%, totalling fourteen (14) referrals overall. The increase could be attributed to the anxiety created by the forthcoming amalgamations.

### Wellness

» 4.2.1(b) Ensure the organisation enhances and promotes Employee satisfaction, health, safety and wellbeing and promotes strategies to attract and retain employees and encourage career development.

The City offers a number of health and wellbeing programmes to its employees. These are funded by the City and our insurers. This year the City also signed a corporate agreement with HBF. This agreement entitles staff members to higher discounts on their premiums and also provides the City with funding for health and wellbeing programmes.

### Industrial Relations

The City has continued to maintain an industrial dispute-free record, with no industrial disputes reported since the creation of the City on 1 July 1994.

### Overview of our Employees

Item	05/06	06/07	07/08	08/09	09/10	10/11	11/12	12/13
Full Time Equivalent Employees	192	196	196	196	186	186	186	192
Employee Turnover %	16.00	18.88	19.9	12.24	15.05	16.13	12.9	9.89
Absenteeism (sick leave only) – total no. of days	1,113	1,118	1,151	963	1,191	1,040	973	1611
Absenteeism (carer's leave only) – total no. of days				72	90	129	142	159
Absenteeism (carer's leave & sick leave) – average no. of days per employee	5.77	5.7	5.87	5.44	6.88	6.29	5.99	9.22
Number of Workers' Compensation Claims	9	8	17	12	11	10	9	8
Lost Time Injury days	0	0	14	13	107	13.8	83	367
Employee Assistance Programme – Utilisation (no. of referrals)	4	7	5	5	10	8	5	14

### 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	4
\$110,000-\$119,999	6
\$120,000-\$129,999	0
\$130,000-\$139,999	0
\$140,000-\$149,999	1
\$150,000-\$159,999	3
\$160,000-\$169,999	0
\$170,000-\$179,999	0
\$180,000-\$189,999	0
\$190,000-\$199,999	0
\$200,000-\$209,999	1

### Marketing & Communications

Marketing and Communications encompasses: traditional (print-based) and digital marketing (social media, e-newsletters); public relations; paid advertising; graphic design; branding; and promotions.

The aim of Marketing and Communications is to maintain and enhance the profile of the City through strategic marketing and communications advice, and marketing/promotional campaigns and initiatives.

- » 2.1.2 Promote partnerships and alliances with key stakeholders.
- » 3.1.1 Celebrate, acknowledge and promote the City's cultural and social diversity.
- » 3.1.3 Determine the requirements of the community and focus on needs, value, engagement and involvement.
- » 4.1.4 Focus on stakeholder needs, values, 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.

Vincent is diverse, hence various communication channels are utilised to engage and inform our various publics. The City distributes the What's On In Vincent newsletter – a quarterly hardcopy newsletter. It's sent to around 5,000 business post boxes and 15,000 residential letterboxes and contains news from every department.

The City employs various marketing strategies (flyers, posters, banners, etc), as well as regular paid newspaper advertising, and garners significant media coverage. These traditional channels are complemented by digital technology - the City's Facebook page and e-newsletters. These digital channels exist to drive traffic to our website and are an extremely efficient and cost-effective method to reach the community. Furthermore, those who have 'subscribed' or 'liked' are qualified, ie: interested in the City's news and offerings.

The Vincent Facebook was created 8 November 2012 – and has since gained over 1,000 fans ('likes'). This is a great response for a new local government page. As per best practice, a full Social Media Protocol was created before launching this page, which includes policies such as how to become an authorised contributor, how staff can contribute to our page, our 'rules of engagement' for our fans and how to deal with negative posts. To date the response has been ultimately positive with only a few minor incidents of negative comments (swiftly removed via regular monitoring).

The City has seven e-newsletters, each of which is designed to reach a specific segment of the community, namely: the chief City of Vincent e-news, plus youth, arts, health, green (sustainability), the library and history. As with Facebook, the e-newsletters are an extremely cost-effective and timely way for the City to reach its public(s).



Around 40 e-newsletters were sent (8/01/13-30/06/13) with minimal cost; the only cost for Facebook is time which is negligible due to the way we have set up our page. The focus will now be on increasing the amount

of subscriptions/likes, promoting the digital channels' effectiveness amongst staff to include them in their promotional efforts and creating a new Beatty Park e-news. The City's Style Guide is working well and starting to permeate a greater proportion of the City's communications – but further developments and ideas have been considerably put on hold due to possible amalgamations.

Media relations is a chief focus; the City has a high media profile continues to enjoy a close working relationship with local and state media outlets. Quick and clear responses are a priority and feedback from media is that we are a highly professional and responsive organisation. The City will continue to focus gaining excellent media coverage via public relations tools, such as media releases and canvassing.

### Elections

There were no elections held this year.

### Citizenships

The City 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, five Citizenship Ceremonies were held with a total of 185 recipients plus fourteen children. In addition, one recipients became Australian Citizens in one private Ceremonies conducted by the Mayor and Chief Executive Officer. A total of 200 residents became Australian Citizens.



*Hon. Julie Bishop, MP (Federal Member for Curtin); singer Billy Court; Mayor MacTiernan and Ingrid Cummings at the 2013 Australia Day Citizenship Ceremony*

Director: Rob Boardman

## 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.

### Youth

» 3.1.6 Build capacity within the community to meet its needs.

VLounge events have been occurring monthly on Friday evenings and becoming increasingly popular with approximately 30 attendees at each event. A strong branding has been created for VLounge and Youth Events and this is becoming well known within local schools.

A youth e-newsletter, 'Youth V-News', was identified as a key approach in effectively promoting youth events and programmes and now has 250 subscribers. As a method of evaluating and developing the 2012/2013 youth programme, a comprehensive youth survey was developed for parents and youth.



Primary schools were invited to encourage their students to submit art work to be entered into a competition, and the winning 22 designs were made into large street pole banners and displayed on Fitzgerald Street and Scarborough Beach Road.

The Kidsport programme is designed to increase participation in community sport and recreation throughout Western Australia by funding up to \$200 to those eligible per year. The City has issued 27 Kidsport grants in the 2012-2013 year. Youth development grants are available to eligible young people in the City up to a maximum of \$500 per financial year. In the 2012/13 financial year, five grants were given.

### Leisure and Recreation

» 3.1.5 Promote and provide a range of community events to bring people together and to foster a community way of life.

We supported the 'Walk Safely to School Day' at Aranmore Catholic Primary School with a donation of a healthy breakfast to students on hand to coordinate the breakfast. This project was very successful with around 300 students participating.



A series of spring walks - Step Out in Vincent - was held from September through to November 2012. The programme included seven tours around Vincent - all of which booked out. This programme has been running as an outcome of the Physical Activity Plan for two (2) years and has proved to be a very popular addition to the calendar.

As part of the Physical Activity Plan, free Tai Chi classes were provided to all City of Vincent residents, students, workers, passers by and interested parties at Oxford Street Reserve in Leederville; twice per week during the month of May.

## Seniors

### » 3.1.3 Promote health and wellbeing in the community.

As a part of Step Out in Vincent, the City worked in collaboration with the Loftus Community Centre to create a six-week seniors walking programme which was launched during Seniors Week in November 2012.

The City's Officers organised a free sing-a-long event led by Les Meade, a local Perth performer who does Karaoke-style performances for seniors. A free hot roast lunch was included; the event was extremely successful with over 200 people expressing interest with 180 attending.

The Seniors Bus Outings for Over 55s have been developed for active Vincent residents to negate social isolation and encourage general wellbeing. These outings utilise our community bus to transport senior residents on a variety of day trips. Also in 2013, the City began hosting a series of Information Sessions for Over 55's with various topics.

Taxi vouchers have continued to be provided to eligible senior residents and those with a disability where other transport options aren't available. When residents aren't eligible to receive taxi vouchers, the officer will make a referral to commonwealth care link so the resident is able to be assessed for HACC funded transport assistance. Ongoing referrals are made to various agencies including but not limited to: HACC, Volunteer Task Force, People Who Care senior residents and residents with disabilities domestic, garden and shopping assistance. Home visits are in place to accurately assess seniors for welfare assistance.

Referrals are made to the City of Stirling Meals on Wheels service via Commonwealth Care Link for eligible residents requiring assistance. The City provides funding to subsidise the service which reduces the fees for residents.

## Arts

### » 3.1.5 Promote and provide a range of community events to bring people together and to foster a community way of life.

The City of Vincent once again collaborated with the Film and Television Institute (FTI) for the City of Vincent Film Project. Film makers were invited to apply to make short films in three different categories relating to the City. A further film is directly commissioned from FTI to liaise with a particular community to produce a film. This year the topic of the community film was the City of Vincent's Artists in Residence project.

The films were screened in Banks Reserve following a Summer Concert, where between 350 and 400 people came along to view the films. The film makers, as well as many of those featured in the films were present, creating a festive atmosphere and making for an appreciative response from the audience.

The City worked with Strike X services to create an online film archive of the whole collection of the FTI film project. Eight years or 32 films from the project is now available on You Tube and are now linked from our website.

Local Vincent artist Mel McVee was commissioned to create the WALGA banner this year which had the theme of "future". The banner was displayed in St Georges Terrace as part of Local Government Week.

Forty-two entries were received by our residents and businesses in the first biennial Bincent awards. There were 15 Bincent winners in total.



The Percent for Art Scheme continues with applications from developers and artists. The Beaufort Street Enhancement Streetscape Plans were unveiled in September 2012 and since then the City has worked to install various art pieces.

The mural funding scheme aims to enliven our city with colour; the following murals were commissioned:

- Corner of Woodville & Angove North Perth - George Domahidy - \$1,000 contribution from the owner and \$3,000 contributed by the COV
- Unison Apparel, Adjacent to 140a Oxford Street - The Butcher Shop/Graphite Crew with special guest The Yok. \$1,500 contribution from Unison and \$3,000
- Soto café on Mary St by artist Konfusius received \$800 from the City

Three creative conversations took place on the themes of arts, spoken word and fashion, encouraging an open dialogue of industry professionals, and local residents. From the Fashion Soiree came the support from local boutiques to hold a fashion event. 'Constellations' will be the first Vincent fashion event and will take place in September 2013.

The City's inaugural Artist in Residence Programme was presented by Martin Keil and Henrik Mayer are German artists who are collectively known as REINIGUNGSGESELLSCHAFT (RG). The name translates approximately to

'cleaning service'. RG sees itself as an 'artistic venture that works at the point of intersection between art and society'. Rather than a traditional approach, RG are interested in a broader concept of Art involving a process of making connections between different spheres of life and this potentially changing our perception of the world.

From the dialogue sessions and other community encounters RG transformed their analysis into a future agenda for citizens that will be peppered across Vincent's public spaces in the form of new street name signs. The artists created 23 intriguing new street names that are presented at 29 main intersections all over the City.



### Festivals and events

» 3.1.5 Promote and provide a range of community events to bring people together and to foster a community way of life.

Four Summer Concerts were held to cater for all types of musical tastes in the City's parks. Funk & Soul, Pop & Rock, Hip Hop and the Blues featured across the concerts. One of the concerts also served as the screening for the City of Vincent Film Project. Weld Square was also used for an event for the first time, and the new 3 on 3 basketball court was utilised in the City's first 3 on 3 basketball tournament. This attracted many people to the event and proved to be so popular, 3 more mini tournament events were held through the recreation portfolio.

The City of Vincent organised a Harmony Week event which was a mini world food, music and film festival at Hyde Park.

The annual ANZAC Day commemorations were well attended with growing numbers. An estimated 1500 residents attended the 11am community service at Axford Park on 25 April. The commemorations were again developed in partnership with the Mount Hawthorn RSL with members marching and the President participating in the ceremony.



Mayor MacTiernan and 30 RSL members - ANZAC Day March at Axford Park.

## Sponsorship and grants

### » 3.1.6 Build capacity within the community to meet its needs.

Working closely with the event organisers of the City's external events included meetings, site visits and working group meetings. The externally organised events sponsored by the City were Beaufort Street Festival, Light Up Leederville Carnival, Hyde Park Rotary Fair, St Patrick's Day Parade & Family Fun Day, Angove Street Festival and International Jazz Festival.



Ongoing assessment of sporting sponsorship requests for sporty residents continue with 16 applications received for a total of 12 sponsorships to a total of \$4000. Seven (7) Cultural Development Seeding Grant applications were received in the 2012/2013 financial year with all being funded to a total of \$6000.

The City accessed the Community Sports and Recreation Facility Funding grant from the Department of Sport And Recreation for Loton Park Tennis Club (\$165,096) and also supported the application from Tennis Seniors Australia (\$25,000).

Community and non-government organisations continue to apply and be assessed for community welfare grants and donations up to a maximum of \$6000 per financial year; applications are open in July and November of each financial year.

In the 2012-2013 the City awarded various organisations Community and Welfare Grants and donations.



## Community Projects

### » 3.1.6 Build capacity within the community to meet its needs.

The Woodville Reserve Masterplan was approved by Council in early 2013 which included provisions for a Men's Shed, Multicultural Centre and Community Garden. The North Perth Community Garden Inc. (NPCG inc) has worked with the City's Officer to undertake all necessary planning and building approvals and has a water tank, garden shed and garden beds built on site. The Vincent Men's Shed is underway with the shed designs and build to be completed in the next six months.

The City has been granted a management order over 34 Cheriton Street, Perth which has historical links to the railways. Consultation and liaison with key stakeholders and other similar type organisations has been in progress to prepare a management and governance model for the centre. The City is also supporting the Norwood Neighborhood precinct to access an organisational development grant to undertake a business plan and to provide training around management and governance prior to the Centre being activated.

We've been working closely with Kyilla parents and community to set up farmers markets at Kyilla Park on Saturday mornings; this commenced 8 June and has been trading successfully since.

## NAIDOC Week

The City's NAIDOC week event was organised throughout NAIDOC week (7 – 14 July). The event was held at Weld Square on Sunday 14 July 2013.

### People with disabilities

» 3.1.4 Continue to implement the principles of universal access.

The City of Vincent hosted the International Day of People with Disability event at Oxford Reserve, Leederville on 3 December. The focus for the day was to break down disability barriers and celebrate abilities. To appreciate and acknowledge Vincent carers, a 'Carers Appreciation' activity was organised catering to different age groups and individuals.

The 'You're Welcome Project' is coordinated by the Disability Services Commission and it encourages local governments to publish information about their accessible facilities for people with disabilities. Currently, there are 108 different sites in Vincent published online. Each site contains detailed access information to reduce barriers for people with a disability (visit: [www.accesswa.com.au](http://www.accesswa.com.au)).

The Liberty swing is an accessible swing for children who use a wheelchair and is located at Hyde Park's accessible childrens playground. The keys are available from the City of Vincent if requested from locals or community groups.

### One Life Suicide Prevention Strategy

» 3.1.3 Promote health and wellbeing in the community.

The Strategy aims to transform attitudes regarding suicide and suicidal behaviour and presents a guide for policies and services to better meet the needs of people at risk. The Strategy also charts longer term vision to promote individual mental health and wellbeing and the need to enhance community capacity in approaches to suicide prevention.



The City has developed and is implementing in 2013-2014 financial year a Community Action Plan which highlights the key issues for the City and will focus on increasing the knowledge and awareness of mental health, personal wellbeing and suicide within the community. The City has been successful in getting additional funding of \$160,918 from Centrecare for this purpose.

We're also working in partnership with 'Act-Belong-Commit' to promote their evidence-based campaign which encourages people to take action to improve their mental health and wellbeing. Risks have been addressed associated with media reporting on the One Life strategy by referring to the Mindframe National media reporting guidelines.

A Suicide Prevention Forum was held in November 2012, where 25 community members and stakeholders attended to hear presentations by Youth Focus, Lifeline WA, the Mental Illness Fellowship of Western Australia and Tracey Kippin, One Life Ambassador. Presentations provided information regarding signs indicative of suicide risk, how to respond to risk concerns, the importance of self-care and supports available.

### Disability Access and Inclusion Plan Annual Report 2012-2013

Disability Access and Inclusion Plans (DAIPs) has been incorporated into the City of Vincent as a functional process since 2006 for the Disability Services Commission. Many of the strategies and objectives have been met already and planning procedures have been added or adjusted to suit the objectives and standards required.

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

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

- AUSLAN interpreter services are provided at key community events.
- Transport to events is offered to housebound library members.
- Promotional material is provided to library members in hard copy, fliers, via email and by large font signage throughout the library area.
- Library staff members are trained to address access issues as they arise.
- A portable accessible ramp is available for events and external use in the City.
- Transport is available through the Vincent community bus for events in the City.



- Transport support is available to events, with the development of an accompanying policy: Provision of transport assistance for aged people and people with disability (1.1.4).
- A portable ramp is available for events and functions.

#### 1.2 Develop programs that assist people with disability with financial assistance for accessing transport services.

- Services are provided for individuals with additional support requirements such as financial counselling, verge maintenance and high volume waste disposal
- 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.
- Advise local agencies, hospitals, government services and non-government services of transport assistance and follow through with referrals.

#### 1.3 People with disability that have limited mobility 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: The procedure states that any person with a disability or the elderly can have their bins picked up from their property and returned to the same location after emptying by our staff.
- A waste officer will enter private property and empty their bins and replace in the same location. There is an inventory of ratepayers requiring this service which officers action daily. In 2012 – 2013 financial year, there were 26 bins picked up for people with a disability or mobility issues.

#### 1.4 Investigate and provide various equipment to facilitate independent use of the library.

- Library services have been extended to include a charging station for powered mobility devices. There has been provision of large print stock and 'talking books', a home delivery service for house bound residents and periodic review of additional IT requirements in response to requests.
- Library staff labels all large print stock in a large font that is appropriate for use for those who need to use the large print. Ongoing procedures to ensure all large print items are labelled in large print font.
- Library staff members have contact with suppliers on an ongoing basis in regards to specialised equipment to assist people with a disability.
- IT investigates new accessible technologies on an ongoing basis. Implementations of new technologies are first assessed and subsequently actioned as required.



#### 1.5 Provide alternative services so that people with disability can access library materials and forums.

- The housebound service is a priority service, and will remain ongoing.
- Housebound members are personally invited and offered transport to the forums.
- Library stock is provided in large print, cassette and CD.
- The City has introduced the new Playaways (pod-like) format.

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

- The Safety Crime Prevention Plan (SCPP) includes specific reference to crime prevention and safety issues for people with disability.
- Universal Access Improvements and Disability Access and Inclusion Strategy has been cross referenced and added to the City's Safety 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 disability. New draft SCPP has been developed for 2010 – 2014 with action 2.1 referring to the UAAG.
- 'Vincent Light and Safe' is an initiative of the City of Vincent, Safer Vincent Crime Prevention Partnership and WA Police Service to assist disadvantaged residents and those with a disability with motion sensitive lighting and led lights to improve the levels of security and safety. Motion sensor lights were installed to 'at risk' community members.

- Recipients of motion sensor lights are victims of crime, the elderly, and people with disability or those who may be susceptible to crime and hold a valid Pensioner Concession Card or Health Care Card.
- The opportunity still exists to raise any UAAG identified community issues with SVCPP.

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

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

- The traffic management budget allocation includes provisions for developing traffic calming and pedestrian crossing solutions.
- Shelving of books and other items is being reviewed to facilitate access to stock on high and/or low shelves.
- Heavy, large books get redistributed on the shelves daily to increase accessibility.
- 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.*

- Systematic upgrade of all footpaths scheduled for completion in 2015, with an additional annual allocation to address specific Universal Access Ramp and / or Tactile Ground Surface Indicator requirements.
- Various Buildings and facilities have been upgraded to improve accessibility and a twenty (20) year program has been endorsed by the Council (Year 1 to 3 now completed) to identify all the remaining items including accessible toilets etc. Beatty Park Leisure Centre (BPLC) is a universally accessible and safe Centre that provides diverse activities.
- Access Consultants are used in building and development projects which relate to universal access.
- A budget allocation has been made to initiate a Universally Accessible Building Upgrade

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

- Beatty Park Leisure Centre redevelopment has included a range of design and equipment to improve accessibility such as graduated ramping into the pool at one end, a transfer slide board and hoist, a water wheelchair, and upgrade of the change room to include improved access, handrails and the provision of shower chairs.
- One of the social objectives that were agreed upon by the Beatty Park Leisure Centre (BPLC) 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 disability change rooms, wide walkways and a lift to increase accessibility. The heated pool is regularly used for people with minor physical disability as a form of hydrotherapy.
- An accessible outdoor pool ramp has been included in the BPLC redevelopment for the 50metre pool, complying with the Australian standards.

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

- Reception counters have been modified to improve access at Loftus Community Centre, Beatty Park as well as the Administration Building.
- Systematic changing of parking meters to comply with standards.
- A slide board is available at the BPLC to assist people with a physical disability to be transferred to and from the hoist.
- The BPLC has a water wheelchair with child attachments available for use.
- New handrails and shower chairs have been installed in the change rooms at the BPLC.
- Relevant funding to improve accessibility is carried out as grants become available.

2.4.1 Where required increase the number of ACROD bays and 2.5 accessible bays and 3.2 metre cab-size locations, monitor for appropriate use and ensure accessibility.

- The Parking Policy has been updated to require the provision of three (3) ACROD car parks with any parking upgrade project
- Policy 3.9.9 Introduction to Kerbside ACROD 2.5 Parking Bays in Residential Areas was reviewed and amended in April 2012.
- 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 City's car parks must meet or exceed the City's and Australian standards.
- When a car park is upgraded, re-lined and re-marked, the City will provide 3 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 City's Parking Facilities to ensure compliance with the City's Parking Facilities Local Law.

2.4.2 Maintain at a minimum 2 hours free parking for ACROD permit holders.

- At stadium venues, one (1) ACROD parking per one hundred (100) parking spots (legal ratio requirement is 1 in 300), and the bays are larger than minimum requirements;
- The recently agreed National Rules for parking by people with a disability has set a minimum period for all long term (more than 30 minutes time restriction) parking bays and has a minimum of 2 hours. ACROD parking bays of 2 hours. For short term bays (30 minutes or less) the minimum period is 30 minutes more than the time specified on the signs relating to the area.
- A car park locations guide is available on the City's website and notes all ACROD bays and locations in the City.

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 protection are not obstructed by signs, displays or vehicles.
- The City's Technical Services Section, when installing ACROD bays, 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 ongoing.

2.4.4 Provision of residential ACROD bays.

- Incorporated into all new and upgraded facilities, streetscape enlargements and carparks, and retro fitted to existing facilities and other locations upon request.
- Liaison with Community Development on the location and provision of bays.

2.5.1 Identify problem footpaths and pram ramps through staff and public consultation.

- As per Technical Services Division Procedures Manual; Procedure W006 refers to upgrading of footpaths. The council has adopted a long term slab replacement program. This program is reviewed annually. Requests received during the year are assessed, prioritised and considered at the budget preparation time. All access ramps are upgraded with this program as per Australian Standards; new footpaths are constructed in concrete or brick paving which is a better surface for universal access.
- 2012/2013 Footpath Upgrade Programme to the sum of \$350,000 allocated to upgrade of footpaths. This involves the removal of slab footpaths to a cast in situ concrete path with pram ramps constructed as per Australian Standards.
- There is an Annual Budget of \$25,000 for the installation of Universal Access Ramps and Tactile paving where required.
- Various streetscape improvements for user friendly pedestrian access for roadways with Black spot improvements.
- Traffic management budget of \$159,000 is available to improve traffic calming/ pedestrian crossing.



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.*

- The Rangers routinely enforce parking, footpath and pedestrian refuge accessibility. An alfresco dining program assigned brass plate boundaries to delineate clear footpath access requirements
- A policy was introduced for all internal staff and external in regards to alfresco dining and the amount of space that needs to be kept.
- Rangers ensure all outdoor eating area are compliant with conditions and inspect accordingly.

2.6 *Redevelop playground facilities in the City so they are accessible to children with disability.*

- Playgrounds have been systematically upgraded to include the introduction of a Liberty Swing and other accessible play equipment, the provision of additional footpaths, and the installation of additional rubber soft fall
- Year five (5) of the six (6) year Playground Upgrade Program has been completed which focuses on playground component replacement and the installation of rubber soft fall which improves accessibility issues.
- Footpaths constructed to all playground where practicable.
- Accessible playground at Hyde Park is now completed
- Liberty Swing flyers, keys and information are provided on request.



2.7 *Increase the amount of street and park furniture in the City's parks and reserves.*

- Park furniture has been systematically upgraded and increased to comply with Australian Standards
- The Council has recently adopted a five (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 disability.

*Objective 3: People with disability receive information from the City 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 disability.*

- Library staff follows the City's prescribed standards of publication.
- All library publications include the City's standard information relating to availability in a wide range of formats.
- Some signage in the library indicates the option for people with a disability 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 City'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 on City stationery.
- Promotional material includes standard text relating to the documents being available in alternative formats upon request. Promotional material is checked by the City's Public Relations Officer prior to distribution.
- A qualified deaf interpreter will be provided if requested.
- The Customer Service centre has a TTY service and staff members are trained to use this service.
- BPLC promotes the use of the TTY through the City's website, brochures and onsite.
- Audio Loop installed within Council Chambers and Civic function room.
- Consideration is made to the above strategy on an on-going basis. When new technologies become available these are assessed and implemented (where appropriate).



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

- The service directory for community information is updated regularly and can be accessed by officers internally.
- As a result of the City's partnership with the Disability Services Commission, The You're Welcome Project website [www.accesswa.com](http://www.accesswa.com) provides information in regards to accessible facilities and services available in the City. In 2012, 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 disability and their carers.
- Updates to services for people with disability are communicated in the monthly Community Development meetings and disseminated throughout departments if relevant.
- BPLC promotes the Angelfish program to increase awareness in the community for people with disability. This is initiated through media such as community newspapers, flyers, and the City of Vincent's newsletter and website.

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

- An agreement was reached that any upgrade or changes to the City of Vincent website must substantially comply with the W3C accessibility standards
- The IT services area will (where possible) accommodate external users to provide them with information in alternative format, which they may require. Alternative formats include larger font, a language other than English, Braille or audio tape.
- The new website launched in 2012 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 is available in alternative formats.



*Objective 4: People with disability receive a high level and quality of service from the staff of the City of Vincent to meet individual requirements.*

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

- Disability awareness and deaf awareness training has been recently undertaken by all staff, and is planned to be periodically repeated HR staff were involved in a panel discussion regarding employing people with a disability.
- Customer Service Staff receive reminders specifically regarding communication strategies when talking to a person with a disability.
- The training is compulsory for all staff members that interact with the community including staff at the Library and Depot.

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

- Disability awareness and deaf awareness training has been recently undertaken by all staff, and is planned to be periodically repeated HR staff were involved in a panel discussion regarding employing people with a disability.
- The City 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 increased participation from Equal Employment Opportunity groups to promote the workplace. The City had also adopted an Equal Employment Opportunity Policy that is communicated to staff during their staff training.

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

*5.1 Ensure that there are appropriate avenues for people with disability to state their complaints.*

- Complaints can be made through the assistance of the Community Development service area and the Universal Access Advisory Committee. A complaint form specifically for access in the City is available through the Disability Services Officer.
- Provision of alternative formats and interpreters for people with disability to assist in making a complaint is provided on all City of Vincent 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 Services Charter, Customer Feedback Form and Complaint Form.

*Objective 6: People with disability have opportunities to participate in any public consultation by the City of Vincent.*

*6.1 Target people with disability 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 disability.*

- The Universal Access Advisory Group (UAAG) is a group that contains 3 community members, 3 Council members and 3 internal staff at the City of Vincent. The Group regularly meets 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.

*Objective 7: Equitable access and inclusion to local businesses*

- The City has ongoing networking and liaison projects with businesses in major town centers which assist in developing awareness as well as promoting access and inclusion best practice within the Vincent community.



## Ranger and Community Safety Services

*Acting Manager: Michael Wood*

Ranger and Community Safety Services provide a wide range of programmes to the community and strives to achieve 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 continuation of the implementation of the Car Parking Strategy, ongoing Safer Vincent program, implementation of CCTV, proactive Ranger patrols to combat prostitution issues, promotion of responsible dog ownership and Emergency Risk Management planning.

### Parking Enforcement

» 2.1.4 Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment.

*The number of parking infringement notices issued during the 2012-2013 financial year was 32,083 with a total value of \$2,278,887. This shows a slight increase in the number of infringement notices issued and revenue generated.*

### Paid Parking – Car Parks and Kerbside Locations

» 1.1.6 Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment.

*There are 18 car parks under the control of the City, of which eight currently attract a day-time parking fee and five of these also attract a night-time fee. The City has progressively introduced a number of paid kerbside parking facilities in areas that were congested by vehicles parking all day. These areas include Money Street, Monger Street, Lindsay Street, Newcastle Street Beaufort Street and Forbes Road. The Leederville Hotel car park also came under the City's control in 2012/2013. The Parking Management Strategy and Precinct Parking Management Plans continue to be implemented.*

### Parking for Persons with a Disability

» 3.1.4 Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment.

The City reviews the parking facilities within its boundaries on an ongoing basis to ensure that adequate facilities are available for use by people with a disability. The City was an active participant in a Federal Government (Disability Parking Services for Persons with a Disability) Working Party which developed national guidelines for universal access requirements. The City's ACROD 2.5 Parking Bays processes have been used as a template throughout Australia. The guidelines have been adopted nationally and they incorporate many of the City's initiatives as the basis for its recommendations. This will result in the narrow ACROD Parking Bays being recognised as an 'Easy Access' Parking Bay 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 Take action to reduce the City's environmental impacts and provide leadership on environmental matters.

*There are approximately 3,666 dogs registered in Vincent. The City dealt with 517 complaints relating to dogs, with 46 relating to dog attacks. 25 of these attacks were on people and 21 on animals. During the year 45 infringement notices and 188 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 both infringement notices and warnings notices issued. A total of 73 dogs were impounded, with 64 being claimed, 6 being sold and 1 being euthanised. These figures are almost identical to those recorded in each of the past 2 years.*

### Litter Control

» 1.1.4 Take action to reduce the City's environmental impacts and provide leadership on environmental matters.

As a result of increasing complaints about bill posting and general litter, Rangers have been instructed to spend time in 'hotspot' areas. There has been a sustained level of infringement notices issued for litter offences (from 41 in 2011/12 to 41 in 2012/13) and there has been a slight increase in the number of warnings issued (from 21 in 2011/12 to 30 in 2012/13). A total of 397 litter complaints were received, which is an increase from the 2011-2012 year. A total of 41 infringement notices were issued for litter offences, including 'discarded cigarette butt' and 'illegal bill posting'.

### Road, Verge and Footpath Obstructions

» 1.1.4 Enhance and maintain the City's infrastructure, assets and community facilities to provide a safe, sustainable and functional environment.

Rangers undertook a total of 742 inspections related to road obstructions which include skip bins, road closures for developers and utility companies, property maintenance (window cleaning, exterior painting etc) and many others. As a result of the inspections, 618 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 Take action to reduce the City's environmental impacts and provide leadership on environmental matters.

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 15 complaints of this nature.

### Abandoned Vehicles

» 1.1.4 Take action to improve transport and parking in the city and mitigate the effects of traffic.

Abandoned vehicles have been a problem since the City commenced operations. It has become apparent, primarily because of the concentration of back-parking premises in Vincent, that some short-term visitors to the Perth area are purchasing an old vehicle at a very cheap price and then simply dumping the vehicle on the side of the road after use. During 2012-2013 there were 541 abandoned vehicle complaints investigated by Rangers, resulting in 43 vehicles being towed away and 498 being removed by the owners prior to being towed.

### Bush Fire Hazard

» 1.1.4 Take action to reduce the City's environmental impacts and provide leadership on environmental matters.

During the year 88 fire hazard complaints were received and investigated by Rangers. Compliance was obtained in all but one case. In the case of the non-compliant property, the City's contractor undertook the block clearance and the owner was invoiced for the cost.

### Safer Vincent

» 3.1.2 Promote and foster community safety and security.

The latest crime statistics have been gathered from the WA Police website, which continues to provide a positive report card of a 'Safer Vincent'. In Vincent, a total of 1,522 offences were recorded in June 2012-July 2013, which was 949 offences (38.42%) fewer than was recorded in 2010-11. The most commonly recorded offences were theft 'other' (other than assaults) which made up 65.7% of the total. Damage to property made up 14.2% of the total and residential burglary made up 12.8%. The Coordinator Safer Vincent, in conjunction with the Safer Vincent Crime Prevention Partnership, continues to deal with all community crime prevention concerns and has developed and implemented a number of comprehensive initiatives for the 2012-2013 year including:

#### Vincent Scooter Safe Locks

The completion and acquittal of WA Police funded 'Vincent Scooter Safe Locks' to scooter owners, as a way to reduce the incidence of theft of scooters. The project also involved a promotion campaign for up to 10,000



residents including utilising social media and Facebook, to raise the awareness of the need to lock all doors and windows, parking the car, or when home leaving for the day or when going to bed at night to raise awareness reduce opportunistic theft and burglary from homes and vehicles. This promotion will be ongoing till stocks run out (2013-2014). The City has distributed 24 Vincent Scooter Locks to residents this year.

#### *Nyoongar Patrol*

The City continues to provide co-funding for the invaluable work of the Nyoongar Patrol Service. The Nyoongar Patrol now operates their outreach service from new premises in City of Vincent and continues to work with some of our community's most at-risk people. Forrest Park, Weld Square, Robertson Park, Stuart Street Reserve continue to be areas where people with at-risk behaviours are presenting the most.



#### *Parks People Project Working Group (PPPWG)*

The group continues to meet regularly to support the coordination between agencies with a responsibility for at-risk people who frequent local parks and reserves. The PPPWG is now chaired independently by Shelter WA and continues to progress recommendations as outlined in the Perth Metropolitan Homeless Response Report 2011. Of the five recommendations from this report 'Urgent need of a night shelter' (Strategy 1) has been in part addressed by the WA State Government with the St. Vincent De Paul Society committing to a 10 bed facility with funding of 'Tom Fisher House' but, as this will house only 10 adults, there is a critical need for more accommodation like this. The development of visitor accommodation (Strategy 5) remains a challenging one

to implement with the significant difficulty in identifying a suitable space, funding and necessary government support and commitment required.

#### *Closed Circuit Television (CCTV)*

Significant funding, for the provision of CCTV services to the Mt Lawley, Highgate and Perth precincts, has been obtained from the WA State Government, Department of the Attorney General and this will continue to be implemented in the next financial year. During 2012/2013, the City has received 28 requests for recorded data, from the WA Police, for the CCTV footage from Leederville Precinct. Recorded images have been provided to WA Police for a range of incidents including serious assault, graffiti and anti social behaviour.

#### *Party Buses Code of Conduct*

The City continues to offer free registration to party buses operating within Vincent who agree to abide by a strict code of conduct. 109 buses have been registered to operate within the City in 2012-2013 year.

#### *Child Car Restraint Install/Checking Programme*

The free service continues to be very popular with residents and a good avenue for promoting aspects of the Safer Vincent message. During the past 12 months, 46 installations/checks were conducted by the A/Coordinator Safer Vincent.

#### *Vincent Graffiti Safe Wipes Citizen Packs*

This continues to be a positively received community resource, which assists both residents and businesses, by encouraging them to remove graffiti quickly, so as to deny the offenders the kudos of having their "tag" visible. The City distributed 52 packs to businesses and residents, during the 2012/13 period, to assist with fast removal of graffiti.

#### *Vincent Solar Light and Safe*

Nine motion sensor lights were distributed in 2012-2013, to victims of recent crime, or to persons who are deemed to be 'at risk'.

#### *Home and Business Data Dot Valuables Marking Kits*

10 kits were distributed to residents and businesses, within Vincent in 2012-2013.

#### *Constable Care*

This programme, which is presented in local primary schools, is designed to educate children on the importance

of safety and crime prevention. The programmes were again supported by the City of Vincent in 2012/2013.

#### *Street Prostitution in Highgate Area*

The City of Vincent embarked in close conjunction with WA Police with Ranger Patrols from 11 April 2013 to 16 June 2013 to deter street prostitution and 'kerb crawling' activities. Over 146 hours of patrols were completed. As per the Ordinary Meeting of Council held on 11 June 2013, the Council resolved to publish on its website only the names of persons convicted under section 5(1) of the Prostitution Act 2000, of 'seeking the services of a prostitute in a public place'. For the 2012/2013 financial year six convictions along with person's names were included on the City's website. Information will remain on the City's website for a period of six months from the date of conviction.

#### *Emergency Management*

» 3.1.2 *Promote and foster community safety and security.*

The Western Central Local Emergency Management Committee (WC LEMC) continues to develop strategies to identify and minimise emergency risks and to provide way to treat these risks, so as to mitigate the effects with representation on this committee by the A/ Manager of Ranger and Community Safety Services. No major incidents were reported in the 2012/2013 financial year. The State Emergency Service Northshore Unit housed in Mount Hawthorn, continues to be supported in kind by the City of Vincent and attended to 146 requests for assistance in the last financial period in the Vincent area.



## Health Services

Acting Manager: Elaine Clucas

The structure of Health Services was broadened last financial year to include the City's Compliance Services. Previously, compliance matters were dealt with by one officer, however, the number of matters requiring investigation has grown substantially over the last few years and it was decided to increase the resourcing of the area. The compliance team now comprises three officers who fit neatly alongside the health team.

When the structure is fully developed, a stronger focus can be placed on proactively dealing with compliance issues rather than those raised by the general public. The outcomes of compliance matters for 2012-13 have been reported in Planning Services.

### Health Services

*The primary function of Health Services is to protect human and environmental health through the delivery of programs targeted at ensuring compliance with statutory obligations (e.g. 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 specific to the needs of the Vincent community.*

#### Statutory Based Inspections Program

The City is required under legislation to routinely carry out inspections of a number of types of premises at designated frequencies. The City met the required number of inspections in all categories.

Outcomes of the inspections were generally very good; there is a follow-up inspection rate of about 25%. Most issues identified are of a minor nature and easily resolved. In cases where further action is required, the level of action taken is determined by the severity of the issue and the number of times the issue has arisen. The table below indicates the number of enforcement actions undertaken by Health Services.

Relevant Act	Enforcement actions taken
Statutory Notices	24 under Local Government Act, Health Act and Health Local Law
Food Act 2008	12 Improvement Notices, 3 Prohibition Orders, 3 Seizure Notices 39 Food Act Infringements 3 Prosecutions
Environmental Protection (Noise) Regulations 1997	2 Noise Infringements,
Health Act 1911	5 Prosecutions relating to lodging houses

#### Service Requests Program

Service requests, such as compliance matters, have been steadily increasing over the past few years. The amount of resourcing required to action service requests is difficult to determine as it varies depending on the complexity of the issue raised and often the willingness of parties to resolve the issue. Of the requests received during 2012/13, most relate to noise (35%) and substandard premises (23%).

#### Built Environment

Health Services continue to have an important role in the approving of developments and events. Liaison between relevant departments within the organisation is strong and constructive. Comments were provided for 556 development applications, 526 building licence assessments and 59 demolition licence assessments. 31 assessments were made of alleged unauthorised works. Events held within the City have many health and safety requirements which the EHOs are able to provide very practical advice on both with regards to legal and non-legal requirements. 216 special events permits were issued for events held throughout the City. Temporary Public Building maximum accommodation certificates were issued for twelve public events.

### *Proactive Public Health Program*

The statutory functions undertaken by Health and Compliance Services are underpinned by a variety of complementary proactive initiatives including:

- **Public Health Plan**

Currently being developed, it will provide strong guidance to the City on activities undertaken which promote better health outcomes for the community. The process thus far has included a thorough review of the City's strategic documents and an intense consultative process with internal and external stakeholders. In the next financial year, the outcomes of the consultation will be analysed and the results then used to develop actions and strategies for the final Plan.

- **The Vincent Liquor Accord**

This group has been very proactive and is well-attended by relevant authorities and local businesses. The meetings are quarterly and coordinated by Health Services. The notable achievements this year have the successful application for grant funding for no smoking signage in outdoor eating areas, and the establishment of a sub Accord group to develop more specific actions on behalf of the full Accord group.

- **MenuWise**

The award-winning MenuWise program still attracts food businesses; there are 19 businesses on the program now and it will undergo a review in 2013-14 focusing on other ways to broaden and market the package.

- **Food Sampling**

Health Services has continued to have a strong focus on food sampling. The City continues to participate in the state wide random food sampling programs and conducts its own spot checks of various food types. This year 137 food samples were taken from food businesses within Vincent, three of which were substandard requiring follow-up investigation.



- **Food Safety Training**

The online food safety training program is still seen as a very useful tool for food businesses to train their staff in house however, it has not been used to the level it could be. The program will be reviewed this year to ensure it remains aligned with legislation and then promoted via routine inspections in particular to those premises new to the City.

- **Infectious & Notifiable Disease Control**

Health Services arranged for the immunisation of staff and employee family members with 109 immunisations against Influenza, 14 for Hepatitis A/B.

## Library and Local History Services

Manager: Elizabeth Scott

» 3.1.5 (c) "Promote the City's Local History Centre to encourage local history and community participation."

The library has had another great year, with a strong focus on community services and technology developments. There is growth in the number of technology related enquiries, such as 'How do I use my iPad?' or 'How do I get eBooks?'

The library supports family literacy with displays to encourage reading for all generations, free author forums, and the installation of the innovative Literacy in the Park signage, in conjunction with United Way WA and Dyslexia Speld Foundation. As identified in the National State Libraries of Australasia 2013 Conference: "... libraries are intrinsically centres of learning where people can engage with knowledge and ideas and acquire the literacy skills essential for active participation in society."

This year there were 146,560 attendees who came to:

- borrow something: 195,243 loans
- use the internet: 14,841 bookings
- use the Wi-Fi: 6076 passes given out
- select something to read, watch or listen to: 76,168 items to choose from
- attend Storytime or Baby Rhyme Time: 8059 parents and children attended this year
- ask staff for assistance: 21,154 questions and answers
- enrol as a member: 2408 new members
- sit for an exam – senior staff invigilated for 3 tertiary students
- attend a free event: 584 attended forums and local history training

And some things that we don't count: to have a cup of coffee; read the paper; swot for exams; attend a book club; do some genealogy research; look at the library displays and local history photographs; get directions; catch up with a friend or to pick up a local paper.

### Technology

In June 2013 the library further utilized the benefits of Radio Frequency Identification (RFID) technology with the installation of the Smart Shelf and Mobile Stocktake Unit (MSU). The Smart Shelf allows self-service of reserved items whilst maintaining individual privacy, and the MSU enables efficient stock control through the use of a programmable hand held wand.

The use of RFID has resulted in increased efficiencies, and is significant in reducing staff manual handling issues. The Library Service also introduced the lending of eReaders to members, who may now borrow an eReader device and 'try before you buy'. This service in conjunction with the eBook and eAudiobook collection ensures that the Library is providing access to resources in a wide variety of formats.

The City of Vincent Library & Local History Centre expanded its services further into the digital realm with eBooks and eAudiobooks, available to download from the library's website. This service went Live on 22 May 2012 and was officially launched by the Mayor Hon. Alannah MacTiernan on Tuesday 5 June, 2012. This service allows library card holders to check out and download digital media anytime, anywhere by visiting the library's website.

In November 2011 the library modernised the way that customers can return items when the library is closed with the installation of a Radio Frequency Identification (RFID) after-hours return chute. The new and much improved after-hours return chute is extremely user-friendly as it is able to unlock once it detects library items placed near the front panel of the chute.



## Local History

### » 3.1.1 Celebrate and acknowledge the City's cultural and social diversity

Events in the Local History Centre have been attended by over 300 people, which have included:

- Historic Gardens of Perth exhibition by the WA Garden History Society displayed in the Centre for one month with an opening presentation by John Viska.
- Historian Alan James discussed writing his novel *The Knowing of Thomas James* as a method of recording a family scandal.
- We came by sea: migration to Western Australia presented by Nonja Peters.
- A series of family history talks and workshops by volunteer family history researcher Wendy Brown, including Family history – a beginner's guide; Ireland's Land System and Records; Family stories – family histories, and tutorials for our subscription websites Find My Past and Ancestry.
- Researching old newspapers presented by Julie Davidson, Senior Librarian, Local History.
- Australian Joint Copying Project presentation by Leonie Hayes and Trish Fairweather on records held in the State Library of Western Australia of value in researching family history.



The library improved public access to the Local History photograph collection with the installation of The Local History Image Library, using Picture Perfect software, which enables easy searches and access to more information relating to the image. The inaugural Local History Image Library of approximately 1500 photos was launched by the Mayor on 16 October 2012.

Tuesday 16 October 2012 was an exciting date as Mayor Hon. Alannah MacTiernan also presented the 2012 Local History Awards. Further details are available on our website.

The publication and launch of the City's third Local History book *Beatty Park – celebrating the first fifty years: 1962-2012* was a milestone during this period. The launch at Beatty Park on 22 November was part of Beatty Park's 50th anniversary celebration with the opening of the new swimming pool. The book and event received good promotion in the press and on television news. Local History staff also used images from the book to create exhibition posters for a history wall in Beatty Park.

The Local History e-newsletter *The News Quarterly*, featuring local history and family history articles, is now distributed using the Hello Starfish e-news system, resulting in an increased mailing list, with positive feedback from new subscribers. Copies of *The News Quarterly* can be viewed on our website.

The Collection	June 2013
Books and unpublished documents	1012
Journals	396
Newspaper items	11511
Vertical file documents	569
Photographs	3999 = archives *
Oral History Interviews/ transcripts	382
Maps	120

\* Archives are pre-digital City of Vincent photographs held in the Archival Storage Room, including the Public Relations Collection, Library Collection, *Visions of Vincent* and Annual Garden Awards.

### Specialised Services

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

#### Young People's Services

Young People's Services provides a range of activities to foster and support early literacy and family interaction in the community. The Better Beginnings program promotes reading to children from an early age. The specialist Librarian distributes Toolkits through the Child Health Centres, and provides professional discussion and promotion of the public library service. 428 toolkits were delivered and 183 parents attended.



Baby Rhyme Time and Storytime are opportunities for parents with young children to engage in songs, stories and craft together. Children gain experience interacting with others whilst developing concentration and fine motor skills. 5,062 parents and children sang at Baby Rhyme Time and 2,997 enjoyed Storytime.

Children's Book Week (CBW) promoted the theme Champions Read! Authors Ken Spillman and Rina Foti inspired students from local schools and Faerie Cara entertained at Storytime. The library also provided copies of all books that were shortlisted for the CBW Book of the Year. Young People's Services support and promote Western Australian Young Readers Book Award, the Premier's Summer Reading Challenge and Western Australian Premier's Book Award.

Local artist, Drew Straker, painted the mural for the new youth area.

The Young Adult area of the library underwent a dramatic renovation with the installation of new shelving, furniture, technology and a feature mural created by local artist Drew Straker. The changes have provided more shelving space, and the area is now clearly identifiable as a youth space.

#### Seniors Services

The library currently provides a Housebound Delivery Service to 86 individual members, plus residential care institutions. A total of 6654 items, including books, DVDs, music CDs, jigsaw puzzles and magazines were selected for and loaned in this program. The library acknowledges that most of the recipients of this service are seniors, and maintains close contact with them to ensure that their changing needs and expectations are met. The library celebrated Seniors Week with funding from the Council on the Aging (COTA) which enabled staff to take 16 housebound members on an outing with lunch to AQWA.

#### Other Library Events

The library hosted a variety of free forums throughout the year; including Fran Taylor, who did what generations of boys dreamed of and never achieved; she ran away to sea and became a Tall Ships sailor. She went on to write a book about her amazing experiences, *Wind in my Wings*. Other popular speakers included Annabel Smith, Natasha Lester and Phil Britten.

#### Community Languages

The library provides materials in a range of languages other than English. Members are also able to use the Inter Library Loans service to reserve additional reading matter in their home language.

#### Tax Help

The library supports this program in which a trained volunteer provides free assistance to people with simple returns, by hosting in a private area, and keeping booking records.

Director: Mike Rootsey

### Customer Service Centre

The Customer Service Centre is the first point of contact between external customers and the different service areas that operate within the City. All the members of the Customer Service team are committed to the provision of a high standard of customer service and aim to ensure that queries are handled efficiently and effectively.

This year the City has continued with its recently reviewed Customer Service Charter. This charter reflects the current expectations of the community and strives to ensure all are met when residents and guests call or visit the Customer Service Centre.

The Customer Centre employees are committed to meet the objectives and standards outlined in the City's Customer Service Charter.

» *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 members 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 processes and procedures are continually reviewed to ensure the Centre staff use industry best practice in the performance of their duties.

At last December's annual staff award function, the staff within the customer service centre won awards recognising their efforts in customer service to both the organisation and the community. Nominations for these have come both internally and externally and the feedback received thus far has been very positive. This has reiterated the effort the employees in this section are putting in to achieve the guidelines set out in the Customer Service Charter.



» *4.2.4 Attract and retain quality employees and encourage career development.*

There has been little movement in staff during the year within the customer service team, which has resulted in a strong, solid team, committed to working together to best serve residents and guests to Vincent alike.

In the past year the City has seen an increased number of persons utilising online services and completing a range of duties via our webpage. Even with this effective timesaving tool in place, the centre has still recorded consistent visitor statistics reflecting that many people still prefer the face-to-face service provided.

The centre itself has had some subtle changes in order to provide accessible information in an organised and clutter free environment. The Centre is improving in its efficiency as the processes and systems have been clarified particularly for the handling of development applications and building licenses. Increased systems training is proposed for staff and those that are currently employed within the Centre are committed to provide a high level of service to the community.

### Financial Services

Manager: Bee Choo Tan

Financial Services aims to continue to provide and improve financial management for the City of Vincent. The preparation of the annual budget and the annual financial statements are the major outcomes for the service area. The service area 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 results areas of Financial Management are highlighted in the Plan for the Future - Strategic Plan 2011-2016. The legislated financial performance ratios are specified in the Financial Statements for the year ended 30 June 2013.



The legislated financial performance ratios are specified in the Financial Statements for the year ended 30 June 2012.

### Statutory Reporting

- » 4.1. Provide Good Strategic Decision-making, Governance, Leadership and Professional Management.
- » 4.1.2(a) Continue to adopt best practise to ensure the financial resources and assets of the City are responsibly managed and the quality of services, performance procedures and processes is improved and enhanced.

The 2012/2013 Annual Budget was adopted at the Special Council Meeting on Tuesday 3rd of July 2012. The Council also adopted the monthly reporting variance of 10% on items more than \$10,000, in accordance with the Local Government Act and Regulations No. 34 and 35 of the Local Government (Financial Management) Regulations 1996. The Budget performance is closely monitored with material variances reported monthly to Council

The Local Government Act requires at least one budget review is conducted in a financial year; the City completed one at the end of December 2012 and was reported to Ordinary Council meeting on the 26 February 2013. The annual financial statements for the year ending 30th June 2013 received an unqualified report from the auditors.

In September 2011, the Australian Standard Board issued accounting standard AASB 13 Fair Value Measurement which set out a framework for measuring fair value. The Local Government (Financial Management) Regulations 1996 require all physical non-current assets to be valued on a fair value basis with 3 year time frame and a full implementation required by the 30 June 2015. This year under AASB 13 Fair Value Measurement and AASB

116 Property Plant and equipment, the City elected to revalue the Plant and Equipment and Furniture and Equipment by management valuation having regard for their current replacement cost, condition assessment, residual values and the remaining useful life.

### Rates

- » 4.1.2 Manage the organisation in a responsible, efficient and accountable manner.

Rates are the principal source of revenue for the City. The revenue generated from rates was \$23,825,952 this represents 53.87% of the total operating income. In 2012-2013 the City adopted a single general rate of 6.731 cents in the dollar of Gross Rental Value of the property and the minimum rates of \$655 was applied. The City's rates remain competitive in the metropolitan region.

The Ratepayers who paid their rates in full before the due date were eligible for the incentive prizes sponsored by Commonwealth Bank and other sponsors. The rates outstanding as at the 30th June 2013 were 0.53% of the collectable income compared to 0.24% in the previous financial year.



### Investments

- » 4.1.4 Plan effectively for the future.

The Reserve Bank of Australia has reduced the cash rates of 3.50% from June 2012 to 2.75% in June 2013 which has reduced the average return on investment for the City from 5.67% as at 30 June 2012 to 3.80% as at 30 June 2013. The softening in the financial market has resulted in a decrease in investment revenue achieving only 88.5 % of the budget interest revenue. The City's investments are secure and have been invested in accordance with the Council Investment Policy No.1.2.4.

### Corporate System

» 4.3 Promote and implement knowledge management and technology.

» 4.3.1(f) Develop and maintain a Corporate System in line with industry best practice and technology advancements.

A new chart of accounts which was designed based on Hierarchy structure to improve its financial and management reporting, was successfully implemented on 2 July 2012. New reporting software Business Intelligence System (BIS) and Excel Wizard were also introduced to produce better financial and management reports. BIS was also used in the preparation of the new 2013/2014 Budget which has improved efficiency in the budgeting process.

### Service Area Improvements

» 2.1.3 Develop business strategies that reduce the reliance on rates revenue.

This year Financial Services has focus on training and customer service. Induction and refresher courses are provide to new and existing staff to be more familiar with the Authority financial system and BIS management reporting tool. This focus is to improve efficiency and made management more accountable for their budgets.

The Highgate State Underground Power Debtors are in their sixth year. The current number of outstanding debtors is 337 residents who have selected the installment method of payment over ten (10) years. This represents 23.9% of the 1406 properties in the Underground Power area. The current collectible amount of \$389,568 represents 8.96% of the initial charge raised in October 2007.

### Audit

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

A Financial Management Review was undertaken in February 2013 under the section 5(2) c of the Local Government (Financial Management) Regulation 1996. The internal audit performed covered a review of the accounting and internal control procedures in operation as well as testing of transactions in the following areas: Purchase of Goods and Services, Payments, Stores and Depot and Tenders Register. The audit indicates that overall the controls in place are operating satisfactorily. It should be noted that this is the first internal Audit conducted by UHY Haines Norton since their appointment.

## Information Technology

Manager: Hunrhu Kek

The 2012/2013 year has seen Information Technology continue to ensure the reliability/integrity of the various council computer systems at the City of Vincent are maintained. The past year has seen the Information Technology section complete a number of major projects. These included:

- A major software upgrade to the City's Corporate "Authority" System to Version 6.7
- Ongoing enhancements to City of Vincent's website, including:
  - Further use of social media on the City's website ie. events, high profile topics
- Implementation of HP TRIM system has commenced. Power users have been established and a working group will be setup to review all the various workflows and oversee the implementation phase.
- Implementation of a new Free Vincent Wi-Fi Zone for the Leederville entertainment precinct. This service is in operation and will be launched shortly.
- The IT section worked closely with the appropriate parties on the Beatty Park Redevelopment project.
- The City's Intramaps (GIS) system enhancements are on-going, major milestones include,
  - Purchase/Implementation of NearMap aerial photography into the Intramaps system. On-going enhancements
  - On-going improvements to property matching
  - Upgraded from Intramaps 7 to Intramaps 2012
  - Converted Intramaps to use SQL server spatial query engine
- Ongoing Server enhancements include:
  - Installation of two (2) new ESX servers
  - Decommission of 3 older ESX machines
  - Upgrade RAM to a older ESX server



In the Beatty Park Redevelopment project, IT section was responsible for ensuring the integrity of all communications and computer systems were maintained and catered for in the new areas. The hard work carried out IT section helped ensure the successful launch of the new centre in March 2013.

The new free Vincent Wi-Fi will be launched late 2013. Wireless Access Points have been placed at strategic locations to help ensure wireless coverage in the area. The project has relied upon the cooperation from certain property owners and business owners in the area.



### Records Management

In 2012-2013 the Records Section has seen another increase in the number of documents being processed in this service area (see table below). This has been attributed to the creation of online forms via the City's website and the ever increasing use of emails as the preferred method of communicating. The dissemination of this information throughout the City is integral to the effective operation of the City and assists all service areas to meet their Customer Service Charter obligations. Processes are continually examined and improvements are implemented on an ongoing basis. The City is currently implementing a new Electronic Document and Records Management System (EDRMS) named HP TRIM®. The successful implementation of TRIM, will lead to a standardisation of electronic record keeping processes across the City of Vincent.

### Freedom of Information (FOI)

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

The number of FOI applications has once again increased, as compared with previous years (see table below). The complex nature of applications takes up a great deal of time and resources but the Records Section has always completed all requests well within statutory timeframes. Employees of the City are constantly encouraged to assist customers obtain the information they require without the need to lodge an application, therefore delivering more effective customer service.

Item	2008-09	2009-10	2010-11	2011-12	2012-13
Mail - Incoming	34,496	36,704	37,955	38,745	35,923
Mail - Outgoing	108,288	112,213	115,407	155,784	138,218
Faxes	4,401	3,633	3,105	2,416	1,722
Building Applications	558	687	646	597	655
Planning Applications	540	660	662	670	597
Documents Registered	9,940	10,503	11,318	12,167	12,470
Ombudsman Complaints	2	2	3	1	3
Freedom of Information	12	7	8	16	18

## Beatty Park Leisure Centre

Manager: Dale Morrissy

### Redevelopment

» 1.1.3 Enhance and maintain the character and heritage of the City.

» 1.1.6 Enhance and maintain the City's infrastructure to provide a safe, healthy, sustainable and functional environment.

The much anticipated Beatty Park Leisure Centre redevelopment was completed in early 2013 and officially opened 22 March 2013 by the Mayor Hon. Alannah MacTiernan. The indoor pools reopened in July 2012 and the outdoor pools opened 22 November 2012 to coincide with the 50th Anniversary of Beatty Park Leisure Centre (originally constructed for the 1962 VIIth British Empire and Commonwealth Games). A book on the first fifty (50) years was released at the opening celebrations for the outdoor pool at which a number of notable VIP's attended including seven (7) time World Champion marathon swimmer Shelley Taylor Smith.

The \$17.065 million dollar redevelopment of this iconic facility included:

- new larger gymnasium (750 M<sup>2</sup>) with state-of-the-art equipment
- new group fitness rooms with views over park
- new 50m x 10 lane outdoor pool (2 extra lanes)
- new 12m x 12m program pool
- new change-rooms and toilets
- 4 new family change-rooms
- new entry, café and retail facilities
- new crèche facilities
- refurbished indoor pool
- refurbished 30m outdoor pool
- geothermal pool and air heating system
- solar panels

The redevelopment will help ensure that the Centre remains a premier leisure and aquatic facility in our State and also a valuable asset for Vincent ratepayers.

### 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 and its Angelfish Programme, which provides one-to-one tuition for people with disabilities with the view to integration with the mainstream swim lessons, continues to be an industry leading initiative which achieves outstanding results.

The Centre's Swim School was affected by the closing of the pools but has bounced back with the reopening of the indoor facility in July 2012 and is once again leading by example being the first swim school in the state to move to a new direct debit payment system and ongoing enrolment process.

The Swim School Coordinator, Bev Christmass was invited to the Australian Swim Coaches' and Teachers' Association Convention held on the Gold Coast in April 2013 where she was invited to participate in the ongoing national development of swimming by being team leader of the Special Interest Group – SwimDISABILITY.

Aquatic Coordinator Jeff Fondacaro was rewarded for his service to the aquatic industry this year with a Royal Life Saving Commonwealth Service Award.



Elizabeth Bentley, Coordinator Health & Fitness, with some of the Beatty Park team in the new entrance.

## Health and Fitness Programmes and Services

» 3.1.2 Provide and develop a range of community programmes and community safety initiatives.



More than 100 classes are now offered per week. Yoga and Zumba were able to be added to the timetable with the addition of the extra group fitness studio and classes have been well attended. Membership has seen a rapid increase from 1,500 members in December 2012 to 2900 members in June 2013 with the new facilities encouraging new members to try out the Centre with overwhelmingly positive feedback. The layout and equipment in the new gym has drawn numerous comments on its range and quality and the outlook onto the Beatty Park reserve is an added bonus.

### Maintenance Programmes

» 1.1.6 Enhance and maintain the City'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 redevelopment required staff to reevaluate a number of maintenance contracts due to new and improved equipment and technology being integrated into the facility. A new Building Management System is allowing staff to monitor trends in equipment use and provides alarms and automated systems to safeguard equipment.

The addition of sustainability initiatives as part of the redevelopment will save the City of Vincent over 5,000 mega watt hours of energy each year - equivalent to the electricity used by 890 Vincent households over the same period. These initiatives include:

- Geothermal heating system which draws hot water from deep underground to heat all of the facility's swimming pools (with potential expansion to heat other nearby Vincent facilities in the future).
- One hundred and fifty 250W Suntech solar modules which contribute significantly to powering the Centre's electrical equipment.
- Presence Detectors which ensure lights in less frequently used areas are only on when needed.
- Super-efficient Airblade hand dryers save 80% on conventional hand dryer energy costs.
- Sensor showers and hand basins, waterless urinals and dual flush cisterns significantly reduce the water use of the facility.

### Public Education

» 3.1.2 Provide and develop a range of community programmes and community safety initiatives.

The Watch Around Water program, 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 considered industry best practice amongst WA facilities and numerous facilities in the Eastern States 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. The aquatic area also provides monthly data to the Royal Life Saving Society Injury Prevention Research Programme which aims to reduce injuries in aquatic facilities.

The turnstiles in the foyer and gymnasium provide a fast, easy to use system to allow members to quickly access the site without the need to report to reception and are fully accessible with RFID and barcode readers. Three (3) sets of state-of-the-art computerised lockers provide extra peace of mind and security for patrons visiting the busy facility and the infrastructure for a CCTV system with up to thirty five (35) cameras has been installed in the Centre with completion of the project expected early in the 2013/14 financial year.



### Retail Shop, Café and Crèche Service

- » 2.1.6 Develop business strategies that provide a positive triple bottom line return for the City.

The Café now offers two (2) separate seating and servery areas. One in the indoor pool area and the other in the new foyer/fitness section of the facility. Local suppliers have been engaged for a number of fresh and packaged items and the Café continues to be part of the City of Vincent's Menuwise kilojoule labelling program.

The Retail shop was still being fitted out during this year but the Swim School setup an accessories only store to cope with demand for goggles, caps and other swim accessories which proved very successful. The Crèche service continues to be highly regarded as a safe, friendly and secure venue for children. The hours of operation of the Crèche were increased in the latter part of the period to cope with increased demand and also extended to Saturdays.

### The Future of Beatty Park Leisure Centre

- » 1.1.3 Enhance and maintain the character and heritage of the City.
- » 1.1.6 Enhance and maintain the City's infrastructure to provide a safe, healthy, sustainable and functional environment.

With the completion of the redevelopment the City of Vincent is now able to provide the community with a high quality, accessible facility that is comparable with any new facility in the State and will ensure both the operational and financial viability of the Centre for the foreseeable future.

Director: Carlie Eldridge

The objective of the Planning Directorate 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 & Building Services

Acting Manager: Rasaratnam Rasiah

Planning and Building Services plans for the City's future through the assessment and management of development approvals and through undertaking development compliance to ensure that development integrates into our City, respects surrounding development and provides for compliant buildings. To also ensure that planning applications are determined within the prescribed statutory time frames. As of 2 August 2013, the new 2013 Residential Design Codes (R Codes) were gazetted. All applications received and existing planning applications that had not been determined by the above date will have to be assessed and compliant with the 2013 R Codes.

Planning Services

» 1.1 Improve and maintain environment and infrastructure.

Development Activity

A total of 556 Development Applications were received and comprised:

- 409 applications for development
- 77 change of land use applications
- 1 new home occupations
- 1 renewal home occupations
- 4 applications for demolition only of existing buildings
- 64 applications for demolition of existing buildings and redevelopment.

A total of 511 Planning Applications were determined during the year.

Development Compliance

Development Compliance

A total of 265 new Compliance Matters were received in the 2012/2013 period, as opposed to 156 being received for the same period the previous year. In light of this, the City resolved to increase the resources in Compliance, from one (1) officer to create a new Compliance Unit consisting of three (3) officers and designate the unit to sit alongside Health Services in the newly designated 'Health and Compliance Services Section' under Community Services, effective from 22 April 2013.

Of the 265 matters, 209 have been closed and 56 remain active. Compliance Matters can be highly emotive involving sensitive issues and often include neighbour disputes. They can be time consuming to resolve and require a high level of communication and skill to manage and resolve. Notwithstanding this, the majority of matters were resolved satisfactorily, however the following statutory notices were required to be issued:



Written Directions

Five (5) written directions (Section 214 of the Planning and Development Act 2005) were served, three (3) for unauthorised works and two (2) for unauthorised uses (lodging house and massage purposes). Three (3) of the written directions have been complied with and withdrawn, one (1) is subject of a review to the State Administrative Tribunal and one (1) is on hold pending a Planning Application.

Five (5) Planning Infringement Notices (Section 229 of the Planning and Development Act 2005 - \$500) were issued for minor offences. One (1) was not paid and the matter of the unauthorised sea container was referred to the Magistrates Court whereby the owner was fined \$10,030.00 (being a penalty of \$6,000.00 plus a daily penalty of \$4,030.00). In addition, costs were awarded to the City of Vincent for legal fees in the amount of \$1,852.15.

#### *Building Orders*

Fourteen (14) building orders (Section 110 of the Building Act 2011) were served, ten (10) for unsafe/dangerous structures, two (2) for unauthorised works, one (1) requiring renovation/repair works and one (1) requiring a building to be evacuated until an Occupancy Permit had been granted. Seven (7) of the unsafe/dangerous structures have been removed/rectified and the Orders revoked, and the remaining three are being addressed. Building Approval Certificates are being obtained for the two (2) unauthorised works orders, the renovation/repair order is being monitored and the order requiring the building to be evacuated has been revoked as the Occupancy Permit has been obtained.

### Building Services

» 1.1 Improve and maintain environment and infrastructure.

One year after the commencement of the Building Act 2011, the City can report that it has adapted with extreme proficiency. State wide the implementation of the act created a few teething problems but due to adequate preparation by the City and its diligent staff this was not reflected in the processing times for building applications.

As of 2 April 2012 when applying for a Building Permit, then you are required to make one of the following types of application to the local government / Permit Authority:

- Uncertified; or
- Certified.

The time to approve a compliant application depends on the type of application made. An uncertified application must be determined within twenty five (25) business days and a certified application within ten (10) business days.

#### *Building Activity*

A total of 645 Building Applications were determined during the year and comprised:

- 469 Building Licences
- 59 Demolition Licences
- 9 Sign Licences
- 57 Swimming Pool Licences
- 20 Strata Certificates
- 31 Building Approval Certificates for Unauthorised Works

Average value of approved constructions was \$313,968.20.

#### *Building Reviews*

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



## Strategic Planning, Sustainability &amp; Heritage Services

Manager: Tory Young/Daniella Mrdja

Strategic Planning, Sustainability and Heritage Services is a multi-faceted service section at the City, which provides a framework to plan for the future, adheres to recognising and celebrating Vincent's heritage, manages and promotes sustainable growth and behavioural change, and establishes mechanisms to enhance economic development.

» *1.1.1 Develop and implement a Town Planning Scheme and associated policies, guidelines and initiatives that deliver the community vision.*

The City's Local Planning Strategy, Town Planning Scheme No.2 Text and Maps and associated Precinct Policies were endorsed in draft format by Council at its Ordinary Meeting on 20 December 2011 and were sent to the Department of Planning on 23 December 2011. After many discussions with the Department throughout 2012, the Department's Officers prepared a report with a list of modifications to the 28 May 2013 WAPC Statutory Planning Committee Meeting. The Mayor, Cr Maier, DPS and MSPSHS attended the Statutory Planning Committee on 28 May 2013. The Mayor presented a deputation with the six main concerns the City has with the amendments to the Scheme. The City is currently awaiting the decision of the WAPC who will then provide their recommendation to the Minister.

New Precinct Policies have been prepared as part of Town Planning Scheme Review and have been forwarded to the WAPC as part of the Town Planning Scheme No.2.

Overall a comprehensive review of Planning and Building Policy Manual is currently being undertaken with the view of streamlining and reducing the Planning Policies that currently apply and to ensure that the remaining policies are easily implemented and adhere to best practice sustainability principles.

» *1.1.2 Enhance and maintain the character and heritage of the City.*

Key initiatives of the Heritage Strategic Plan that have been completed in 2012/2013 include: increase in applications for the Heritage Assistance Fund, Heritage Walks, Heritage Workshops, Heritage Calendar and review of the City's Heritage Policies.

» *1.1.3 Take action to reduce the City's environmental impacts and provide leadership on environmental matters.*

The Sustainable Environment Strategy 2011-2016 was adopted by the Council at OMC 28 June 2011 and an associated Implementation Plan to implement the high priority actions in the Strategy was reported to OMC 10 July 2012. The key actions are currently being implemented in accordance with the Implementation Plan.

During 2012-13, the City hosted multiple community/industry events with a strong focus on reducing non-renewable energy use and promoting renewable energy. Such events have included Energy Efficiency workshops, a Home-Smart workshop, a Sustainable Open House, Sustainable Design Expo and a Property Industry workshop.

The City has also continued its membership of the Switch Your Thinking (SYT!) program, which provides discounts on solar PV, related equipment and home sustainability audits for the City's residents; and has joined the Sustainable Energy Association of Australia to advocate for the wider adoption of renewable energy sources.

The geothermal production bore at Beatty Park became operational in 2012-13 and has replaced gas as the energy source for pool heating at that facility. A rooftop solar PV system further reduces reliance on non-renewable energy at that site.

In May 2013, the City was successful in securing Commonwealth funding through the Community Energy Efficiency Program for a further \$2million worth of energy efficiency projects including geothermal heating and ground source cooling and energy efficient light retrofits.

A Demand Side Management contract entered into by the City during 2012-13 is helping to further reduce energy use while generating income to invest in further energy efficiency measures.

» *1.1.5 Take action to improve transport and parking in the City and mitigate the effects of traffic.*

Key initiatives implemented in 2012/2013 include amendments to the Parking and Parking Facilities Local Law, installation of new areas of paid parking, the adoption of a Way Finding Signage Implementation Plan and the installation of way finding car parking signage. The review of the Parking and Access Policy No. 3.7.1 and the concept of 'Parking Benefit Districts' is currently being undertaken.

The Scarborough Beach Road Activity Project is near completion, with the City's Urban Design Framework adopted by Council at its Ordinary Meeting on 27 September 2011. The City remains in liaison with the Department of Planning, the Department of Lands and Regional Development and the City of Stirling with respect to road reservations of the Metropolitan Region Scheme. The overarching Scarborough Beach Road Activity Corridor Strategy has not yet been approved by the Minister, but it is expected that this signed off and released in September 2013.

The City's Officers have been liaising with the Department of Transport on a fortnightly basis regarding the locations for the MAX light rail, which is proposed to travel from Mirrabooka down Alexander Drive and Fitzgerald Street to Perth CBD. Following these conversations, the City's Officers have also been regularly meeting with the Department of Planning regarding the design of these stations and future planning surrounding these stations. These meetings will continue into 2013/2014.

» *2.1.1 Promote business development and the City of Vincent as a place for investment appropriate to the vision for the City.*

The City's Officers have completed the following in the implementation of the Economic Development Strategy:

- Developing business database and Business Network e-Newsletter to support two way communication between the City and its businesses. Coordinated training in the use of the Australian Business Register for the City's key staff.
- Improving the capacity of Town Centres through facilitating the formation of two new business/resident groups in Leederville and Mt Hawthorn and facilitating and assisting with new events for both Centres. Working with businesses and residents in William Street to facilitate same.
- Developing and promoting a Pop up Shop Scheme to activate empty shop spaces and streets in 5 Town Centres.
- Promoting and delivering a small business training and mentoring program at the City.
- Coordinated formation and meeting of City's new Local Business Advisory Group to increase business input.
- Developed and coordinated promotion of City's five Town Centres in Urban Village promotion campaign targeting local and broad ranging visitor/tourist markets.
- Developed Market Application and Guidelines to streamline application processes with the City.
- Represent the City and its Town Centres on Economic Development Australia WA Committee to increase opportunities and economic development networks for City and its businesses.



This has been incorporated into the economic analysis and forecasting in the City's Local Planning Strategy to inform Town Planning Scheme No. 2 and associated Policies.

This is also been developed further through a Retail Needs Assessment which was prepared for the Leederville Town Centre, by consultants Macroplan, and through other initiatives being developed by the City's Economic Development Officer, through liaison with businesses and business groups within the City's five Town Centres.

The City's Economic Development Officer has established relationships with businesses within each of the City's Town Centres, and is working towards implementing various initiatives to support and enhance the growth of the City's business communities. This has been illustrated through the creation of various business groups and street enhancement programs.

A number of activities and projects have been undertaken that promote the City's Town Centres as valid visitor destinations within Perth. The most significant has been taking a leading role coordinating an Urban Village promotional program with City of Perth and surrounding Councils. A promotional booklet and website information will target international, national and local tourist markets.

Assistance and support has also been provided to the development of new events in Leederville and Mount Hawthorn to promote and position the Town Centres with local and intrastate markets. Started work with William Street representatives to develop the Street as a unique visitor destination. Coordinating promotional opportunities in each Town Centre with Tourism WA's international Taste Master campaign. New opportunities will be leveraged through proposed place making planning to focus on each as a visitor destination in its own right. Represent and involve the City as Board Member of Forum Advocating Cultural and Eco Tourism.

» *2.1.2 Develop and promote partnerships and alliances with key stakeholders.*

Opportunities are always explored, as they arise.

The matter is also being considered as part of the Inter-Governmental Working Group which has recently been established comprising representatives from the City of Vincent, Subiaco and Perth, the Town of Cambridge, the Department of Transport, the Department of Planning, Main Roads WA, Western Power and the Water Corporation.

» *2.1.3 Develop business strategies that reduce reliance on rates revenue.*

This is been actively pursued through various initiatives being undertaken by the Economic Development Officer.

» *2.1.4 Implement the Leederville Masterplan and West Perth Regeneration Project.*

A structure plan is being prepared in house in accordance with the State Planning Policy No. 4.2 and Directions 2031.

Director: Rick Lotznicker

### Mindarie Regional Council

» 1.1.4 Minimise negative impacts on the community and environment.

The City together with six (6) 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 (RRF) 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 high quality compost. The majority of the City's waste was delivered to the RRF in 2012/2013. Another reason why the RRF was constructed was to prolong the life of the existing MRC landfill site located at Tamala Park in Mindarie.

### Engineering Operations

Manager: Con Economo

Engineering Operations is responsible for the construction, maintenance and cleaning of the City's infrastructure including roads, footpaths, drainage, rights of way, car parks and streetscapes. The service is also responsible for the collection of refuse from residential and commercial properties.

### Maintenance Operations

» 1.1.6 Enhance and maintain the City's infrastructure to provide a safe, healthy, sustainable and functional environment.

During 2012-2013 in excess of \$3.0 million was expended in maintaining the City's infrastructure to a safe and acceptable level of service. The works also included the installation of crossovers, street/parking signage, drainage, road line marking and installation of street furniture. The majority of works were undertaken by the City's day labour workforce and some by contractors under the City's supervision. Considerable work was also undertaken to improve drainage and road infrastructure.

### Capital Works Implemented during 2011-2012

» 1.1.6 Enhance and maintain the City's infrastructure to provide a safe, healthy, sustainable and functional environment.

#### Footpath Upgrade Program

Approximately \$480,000 to replace slab footpaths with cast in-situ concrete and brick paving throughout the City was expended during this period. The program resulted in approximately 2.6 kilometres of footpaths being upgraded with nineteen (19) individual projects across the City.

#### Road Resurfacing & Rehabilitation

During this period over \$600,000 was expended on the rehabilitation of the City's District Distributor roads as part of an ongoing road upgrade program. Four (4) District Distributor roads were upgraded as part of the Metropolitan Regional Road Program (administered by Main Roads WA) whereby the City contributed one-third of the cost and the State Government contributed the remaining two-thirds. As part of the Road Resurfacing program an additional \$300,000 was expended upgrading the City's local road network.

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

During 2012-2013 approximately \$173,000 was expended to upgrade a further four (4) local roads as part of this program, which is fully funded by the Commonwealth Government.

#### Right of Ways

In accordance with the adopted Right of Way (ROW) Acquisition and Upgrade Program, five (5) ROWs were upgraded. They were paved, kerbed and drained at a total cost of approximately \$385,000.

#### Capital Works

A large number of significant projects including traffic management, State-funded Black Spot safety

improvements and various streetscape upgrades were also implemented by Engineering Operations during this period. Drainage construction for a cost of approximately \$310,000 was implemented at various low points to address flooding issues by the installation of double soak wells as part of an ongoing program.

#### *Recoverable Works*

Engineering Operations undertook over \$1.0m of recoverable works for private developers, public utility authorities and residents. These works included the upgrade and repair of ROWs, footpaths, crossovers, roads and verges. The majority of this work was undertaken for the Perth Transport Authority (PTA) along Beaufort Street south of Brisbane Street for road widening for bus lanes associated with the conversion of Beaufort St from one (1) way to two (2) way as part of the City's Strategic Transport Agreement with the City of Perth and a number of other stake holders.

#### *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 during this period.

Drainage construction for a cost of approximately \$215,000 was implemented at various low points to address flooding issues by the installation of double soak wells as part of an ongoing program.

#### *Recoverable Works*

Engineering Operations undertook in excess of \$200,000 worth of recoverable works for private developers, public utility authorities and ratepayers. These works included the upgrade and repair of right of ways, footpaths, crossovers, roads and verges.

### Waste Management/Street Cleaning Operations

» 1.1.6 Enhance and maintain the City's infrastructure to provide a safe, healthy, sustainable and functional environment.

#### *Household Refuse Collection*

The City's day labour work force undertakes the collection and disposal of municipal solid waste. During this period in excess of \$3.0m was expended on the residential and commercial refuse collection service with the collection and disposal of approximately 13,500 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 1,000 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.

#### *Street Cleaning &/Precinct Cleaning*

A budget of in excess of \$638,000 was allocated to clean the City's precincts, roads, footpaths and car parks. A dedicated Precinct Cleaning Crew undertook this function each day, commencing in the high profile Leederville shopping precinct and working their way around the various precincts, car parks and hot spots. The City's large road sweeper attempts to clean every street three (3) to four (4) times annually. As part of this program, individual requests were also immediately addressed.

#### *Major Plant Replacement Program*

The City of Vincent fleet and plant for engineering has constantly being upgraded annually to ensure the delivery of a quality service to residents and ratepayers. As part of the above program \$450,000 for the purchase of a Small compactor 5 tonne rubbish truck and a maintenance vehicle for repairs of roads and footpaths was allocated in the 2012-2013 major Plant Replacement Program budget.

### Works Depot

The Works Depot houses all plant and equipment for Engineering Operations and Parks and Property Services and is also the base for the City's operational staff. The depot has a large stores area for day-to-day use of materials and in case of emergencies. More recently the City's Ranger Services relocated to the Depot and now also operate from this facility located in Osborne Park.

## Asset & Design Services

Manager: Craig Wilson

Asset and Design Services is a multi-faceted team which is responsible for the design and documentation of the City's infrastructure upgrade programs including drainage, rights of way (acquisition and administration), underground power, street lighting, signage and street furniture. Asset and Design Services also assesses 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.

In addition Asset and Design Services co-ordinates the City's recycling service and provides administrative support for the City's waste collection service as undertaken by Engineering Operations. In conjunction with the Department of Transport, the City appointed a TravelSmart Officer in 2012 whose primary role is to achieve a reduction in private and solo car use through the promotion and enhancement of walking, cycling and public transport usage within the City of Vincent. Asset and Design Services also administers the City's light vehicle fleet with an emphasis on cost control, vehicle safety and minimising carbon emissions.

### Capital Works Designed and Implemented during 2011-2012

» 1.1.6 Enhance and maintain the City's infrastructure to provide a safe, healthy, sustainable and functional environment.

#### *Cycling, Walking & Universal Access Improvements*

In 2012/13 the City completed a number of cycling, walking and universal access improvement projects in keeping with the Disability Access and Inclusion Plan, the existing Local Bicycle Network Plan and in anticipation of the City's new Bike Plan being adopted by Council in late 2013.



In excess of a 150 new bicycle parking spaces have been created in the various Town centres and 44 kerb ramps were upgraded to comply with Disability Access. In addition the City funded the installation pedestrian crossing phases (lanterns) at the intersections of Scarborough Beach Road and Oxford Street, Mt Hawthorn and Fitzgerald and Carr Streets, West Perth. Another pedestrian safety project was the installation of safety rated balustrade in Charles Street, North Perth on the corner of Albert Street to ensure that school children crossed with the crossing guard and not run out in front of traffic.

In the past year the TravelSmart Officer arranged a number of successful community programs and initiatives culminating in various Bike Week activities in October 2012. The TravelSmart Officer has also overseen the development of a new City of Vincent Bike Plan, out of which a number of cycling enhancement projects will undertaken in 2013/14. More information on the TravelSmart Program can be found City's web site at [www.vincent.wa.gov.au/TravelSmart](http://www.vincent.wa.gov.au/TravelSmart).

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

As part of the State 2012-2013 Metropolitan Regional Roads Program (MRRP), the City applied for and subsequently received funding to upgrade sections of five district distributor roads. The value of these projects was in the order of \$900,000, to which the City 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.

The largest road project the City has undertaken in the past year was the successful conversion of Beaufort Street to two-way traffic between Brisbane and Newcastle Streets. The project was co-ordinated with the City of Perth's works south of Newcastle Street and included a significant contribution from the Public Transport Authority in recognition of Beaufort Street being a primary bus route into the city. The value of the works was in the order of \$1.5million, a significant portion of which was to relocate services. Further works are planned in 2013/14 including the two-way conversion of remaining one-way sections of Brisbane and William Streets.



#### Drainage

In addition to the drainage improvements associated with the road rehabilitation and road resurfacing programs, the City 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 progressively being addressed.

#### Car Parking

The City undertook a number of minor and mid-sized parking improvement projects within the commercial/entertainment precincts and around schools. These included additional on-road parking in Woodville and Wasley Streets, North Perth and Mary, Harold and Stirling Streets, Highgate. 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 City'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 City Centres and Commercial Precincts. Design elements include varying combinations of new paving, street furniture, pedestrian crossing facilities, landscaping, public art, 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 programs.

#### Beaufort Street Enhancement Working Group

The City continued to engage 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. Some of the improvements undertaken in the past year included the 'living' bus shelters, new bins, bike racks, the bath tubs and bed planters and public art. Further improvements will include the major art piece to be installed on the corner of Barlee Street, public toilets and seating.

### Traffic Management and Safety

» 1.1.6 Enhance and maintain the City'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 including the Harold and Lord Streets Black Spot Improvement Project, the re-alignment and reversal of the traffic control at the intersection of Lindsay and Monger Streets, Perth, improvements to the intersection of Dunedin Street and Scarborough Beach Road, Mt Hawthorn and the upgrading of the Bourke and Loftus Street traffic signals to LED as a Black Spot funded project. There was also the previously mentioned traffic signal upgrades at Scarborough Beach Road and Oxford Street, Mt Hawthorn and Fitzgerald and Carr Streets, West Perth.

### State Underground Power Program

In 2009 the City was unsuccessful in its submission to Round 5 of the State Underground Power Program (SUPP) for a Major Residential Project (MRP). While the future of the program appears to be assured Round 6 MRP submissions are not likely to be called before end of 2013, with the level of contributory funding yet to be determined.

Notwithstanding, underground power continues to be implemented as a condition of commercial development approval where appropriate. Further, Western Power has previously advised the City that it has been successful in its submission for a Localise Enhancement Project (LEP) in the Brookman and Moir Streets heritage precinct. However before the project proceeds Western Power will engage an independent consultant to undertake a property owner's survey to determine the level of support for the project given the significant contribution required.

### Asset Management

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

Asset management is now recognised as a core function of local government and mandated in legislation, requiring all local governments to develop comprehensive Asset Management Plans, which links directly to the City's Long Term Financial Plan. The City has completed the process with its major Asset Management Plans (Transport, Property and Recreation) being adopted by Council in April 2013, while the Long Term (10 year) Financial Plan was adopted in June 2013.

### Waste Management

» 1.1.4 Minimise negative impacts on the community and environment.

#### Recycling Collection

To the end of June 2013 there were 12,634 'yellow top' 240L mobile recycling bins and 20 of the recently introduced 360L (commercial use only) recycling bins in service within the City, an increase of 2.3% over the previous year. Some 3,287 tonnes of recyclable materials was processed by the City's contractor, Perth Waste Green Recycling at its Bibra Lake facility, from both residential and commercial properties at a total cost of \$952,000. In addition, the City collected the following quantities of household recyclable items from collection points at the Administration & Civic Centre and Library & Local History Centre.

- 514 kg of dry cell batteries
- 32 kg of old mobile phones (MobileMuster)
- 191 kg of compact fluorescent light globes and fluorescent tubes, and
- 175 kg of printer cartridges.

Further, in recognition of the City's commitment to recycling the City of Vincent was awarded the 2013 MobileMuster National Excellence Award for Local Government. In addition the City introduced Event Recycling Bins for the City's public events such as street festivals and concerts in the park.

Another notable event was the City's second Household Hazardous Waste (HHW) Disposal Day held on 24 March 2013, which was fully funded through the Western Australian Local Government Association (WALGA). A total of 7,625 kilograms of HHW was collected the bulk of which, 5,380 kilograms, consisted of paint. The other significant items collected (by weight) were 780 kilograms of lead acid batteries and 460 kilograms of out date gas cylinders.



Mayor MacTiernan & CEO John Giorgi receiving the award.

*Bulk Verge Collections*

In 2012-13 the City's contractor carried out two green bulk verge collections and one general junk bulk verge collection. Following the success of the inclusion of 'e waste' in the 2012 general junk collection it was again included in 2013 collection resulting in 14.7 tonnes 'e waste' being diverted away from landfill, equivalent to offsetting 66.4 tonnes of carbon. This included hundreds of redundant CRT TV's and computer monitors, dozens of printers and computer hardware and all manner of electronic items. In total the bulk verge collections resulted in 805 tonnes of general junk or hard waste being collected from which a further 63 tonnes of scrap metal was recovered. The combined green waste collections resulted in 503 tonnes of green waste being mulched for landscaping use.

Parks & Property Services

Manager: Jeremy van den Bok

Parks Development

» 1.1.6 Enhance and maintain the City's parks, landscaping and natural environment.

The Hyde Park Lakes Restoration project has progressed significantly over the past 12 months with all construction works being completed and only minor landscaping and reinstatement of the park remaining. Additional funding has recently been approved to upgrade pathways and install interpretive signage.

This project has been a long time coming with the planning and approval stages taking considerable time and effort by numerous staff and contractors. However, already staff have witnessed ecological and environmental benefits with the improvement in water quality, higher lake levels and increased biodiversity.

The treatment train or bio-filtration system which has been constructed is now fully operational and this will ensure that a large proportion of sediment and heavy metals previously entering the lake system through stormwater in-flow are collected and trapped before they are deposited into the lakes. Overall, the installation will provide a significant difference to the health and the condition of the lakes and it has provided yet another interesting landscape feature within this iconic inner City park.



The Redevelopment of Weld Square was also completed towards the end of the financial year with Stage III works including the installation of park furniture, exercise equipment, outdoor ping pong table and electric BBQ.

Capital Works Undertaken During 2012-2013

» 1.1.4 Enhance and maintain the City's infrastructure, assets & community facilities to provide a safe, sustainable and functional environment.

Other capital works completed throughout the 2012-2013 year included:

- Water Meters on groundwater bores (Stage 2)
- Central Control Irrigation system (Stage 2)
- Jack Marks Reserve – lighting improvements
- Brigatti Gardens – lighting improvements
- Braithwaite Park – relocate electric BBQ
- Hyde Park water playground

Environmental Projects

'Cash for Cans' was a hugely successful project which aimed to increase awareness around recycling and container deposit. The Cash for Cans project was extended to six (6) primary schools within Vincent, each earning an award of up to \$2,000.



Environmental Grants for schools and community groups were offered again during the year and a diverse range of projects were received. These included sustainable garden projects, improved recycling systems and educational programs to assist in careful resource management. Each school or community group received up to \$2,000 each.

Ongoing maintenance works around wetland areas in Smith Lake Reserve and Robertson Park have continued and restoration works are in progress around the 'Swan Waters' adjacent to the Tony Di Scerni pathway near Banks Reserve.

The Eco-zoning program continues, whereby turfed areas are removed and replaced with native vegetation in an effort to further conserve groundwater use. This year both Ellesmere Street Reserve and Woodville Reserve will be completed and planted up as part of National Tree Day.

### Conservation/Restoration Projects

» 1.1.4 Minimise negative impacts on the community and environment.

Walters Brook Restoration Project is progressing slowly. A contractor has been engaged and works are likely to commence in October 2013 when river water levels recede. A Section 18 'Consent to use the Land' is being sought and once received from the Department of Indigenous Affairs further approvals will be required from the Swan River Trust.

The revegetated banks and general design layout will provide precious food sources and shelter for native fauna as well as successfully supporting and enhancing local ecosystems. This project will work well with works being undertaken to design/create a Nature Based Playground in close proximity.

### Building Projects and Property Maintenance

Works were completed on the Beatty Park Leisure Centre Redevelopment in the 2012/2013 financial year with the Projects Officer providing valuable assistance in completion of this significant project. The car park and garden works are to be completed in the 2013 /2014 financial year.

Works commenced on the restoration of the house at 34 Cheriton Street with roofing and standard electrical works being completed to date. This remedial work was required to allow for Central Institute of TAFE students to access the site to assist in the restoration project. A tender to complete the majority of the works is expected to be advertised in August 2013.

The new Hyde Park gazebo located near the recently completed water playground was installed and the existing smaller gazebo was relocated west of the new gazebo.

The 20-Year Universally Accessible Facilities Programme and Asbestos Removal Programs are continuing in accordance with the council's adopted program schedule.

### Operations – Maintenance

"1.1.6 Enhance and maintain the City's parks, landscaping and natural environment"

#### Street Trees

Over 10,500 street trees are located within the City and the management all street trees, including pruning, watering and planting, is the responsibility of Parks Services. A total of 277 street trees were planted throughout the City of Vincent during 2012-2013. 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

The City's annual weed control of footpaths/kerbs/medians was undertaken in October 2012 and May 2013, exemptions from this spraying can be applied for by contacting Parks Services. The City fertilises all active

sports reserves up to three (3) 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 City's playgrounds are inspected and maintained regularly in accordance with the relevant Australian Standards. The City's playground upgrade program has now been completed; however consideration is being given to upgrading existing playground areas to include areas of nature play. Banks Reserve is one such playground and a design has been completed and a tender will be advertised for construction during the 2013/14 financial year.

#### Graffiti Control

The Council 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 2012 to 30 June 2013:

Suburb	Reports 08-09	Reports 09-10	Reports 10-11	Reports 11-12	Reports 12-13
East Perth	12	14	19	10	10
Highgate	109	88	189	99	133
Leederville	346	271	395	188	279
Mount Hawthorn	263	213	298	132	184
Mount Lawley	284	259	259	339	339
North Perth	580	387	351	371	415
Perth	563	497	698	527	733
West Perth	125	91	134	84	198

Of the above reports 1,863 were on private property, 427 were on the City's property and the remainder being on other service authorities' infrastructure. A total of 8,433m<sup>2</sup> of graffiti was removed at a total cost of \$160,242.

#### Vandalism

The City experiences acts of vandalism from time to time and costs associated with repairs and reinstatement of recreational areas/buildings and car parks for the 2012-2013 financial years were:

Location	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
Sportsgrounds	\$10,245	\$26,304	\$27,886	\$28,839	\$21,659	\$12,731
Parks	\$32,792	\$32,922	\$38,542	\$32,329	\$23,157	\$25,165
Road Reserves	Nil	Nil	\$5,750	\$1,186	\$2,370	\$7,688
Car parks	\$1,085	\$972	\$1,317	\$515	\$245	\$6,576
Council Buildings	\$49,462	\$16,579	\$11,204	\$15,293	\$8,083	\$15,955

#### Halls and Reserves Bookings

The total revenue generated for the year from halls bookings was \$248,507 and the total revenue generated from the hiring of reserves was \$91,240.

#### Garden Competition

The City's 18th Annual Garden Competition was held during September/October 2012. 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.

Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Entries	87	84	117	117	111	116	95	107	102	102

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
- City Planning and Development Control
- Building Management and Control
- Health Services
- Parks and Sports Grounds
- Road Reserve Infrastructure
- Waste Management
- Community Development.



The City 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	11/12	12/13
<b>Workload Indicators</b>					
Average number of residents per Council Member	2,989	2,989	3,466	3,466	3,466
Size of local government	sq 11.3 km	sq 11.3 km	sq 11.3 km	sq 11.3 km	11.3sqkm
Average population per square kilometre	2,689	2,689	2,761	2,761	2,761
<b>Efficiency Indicators</b>					
Governance expenses as a percentage of operating expenditure	5.16%	6.40%	5.55%	6.0%	4.8%
Average governance expenses per Council Member	\$204,579	\$273,702	\$243,022	\$279,070	215,152
Average amount of Council expenses per Council Member	\$107,784	\$112,150	\$114,149	\$132,671	\$173,339
<b>Effectiveness Indicators</b>					
Voter participation at elections	N/A	29.60%	N/A	36.24%	Mayor: 29.2% Council: 31.6%
Number of elector initiated meetings	1	0	0	0	0
Number of complaints against an Council Member for alleged breach of the City's Code of Conduct	1	1	2	2	1

## Statistical Information

<b>Governance</b>	<b>08/09</b>	<b>09/10</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>
Governance as a percentage of operating expenditure	5.16	6.40	5.55	6.0	4.8
Average governance expenditure per Council Member – total governance	\$204,579	\$273,702	\$243,022	\$279,070	\$251,152
Members of Council only	\$107,784	\$112,150	\$114,149	\$132,671	389 , \$173
<b>Elector Initiated Meetings</b>					
Number of meetings	1	0	0	0	0
<b>Complaints to the Ombudsman</b>					
Number of complaints	2	2	3	1	3
<b>Freedom of Information Requests</b>					
Number of requests	12	7	8	16	18

## Statistical Information – Decisions of Council

<b>Item</b>	<b>08/09</b>	<b>%</b>	<b>09/10</b>	<b>%</b>	<b>10/11</b>	<b>%</b>	<b>11/12</b>	<b>%</b>	<b>12/13</b>	<b>%</b>
Items Considered	581	-	546	-	507	-	588	-	597	-
Recommendations Adopted	451	77.62	408	74.72	373	73.57	367	62.41	136	22.78
Recommendations Amended	87	14.97	107	19.59	98	19.32	111	18.87	136	22.78
Recommendations Not Adopted	13	2.24	19	3.47	17	3.35	18	3.06	4	0.67
Items carried En Bloc	214	36.83	235	43.04	201	39.64	233	39.62	242	40.57
Items Deferred	28	4.82	32	5.86	28	5.51	50	8.50	42	7.03
Notices of Motion	5	-	9	-	19	3.74	31	5.28	21	3.52
Corrected Officer Recommendation	-	-	55	10.07	26	5.12	16	2.72	23	3.85
Average Public Attendance	30	-	20	-	19		17	-	20	
Average Public Questions/Speakers	12	-	5	-	8		9	-	9	
Average Meeting Time	2 hours & 41 minutes		3 hours & 50 minutes		3 hours & 15 minutes		3 hours and 25 minutes		3 hours and 19 minutes	

## ASSET ACQUISITION AND REPLACEMENT

## ACTIVITY

To provide for the acquisition and replacement of City 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 City-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	11/12	12/13
<b>Effectiveness Indicators</b>					
Percentage of Capital Expenditure financed by external funding	17.7	14.7	17.7	64.2	12.0
Percentage of Assets programmed for replacement actually replaced	67	82	97	85	64
Ratio of Capital Expenditure to Total Depreciation	102%	90%	87%	59%	50%



BEATTY PARK LEISURE CENTRE OPERATIONS

**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.

*^ Figures not calculated for 2011/12 due to redevelopment  
# 50m pool closed until November 2012. 30m pool closed until Jan 2013. Café, Retail shop closed until March 2013.*

KEY PERFORMANCE INDICATORS	09/10	10/11	^11/12	12/13#
<b>Workload Indicators</b>				
Number of full-time equivalent employees in the Leisure Centre	51	46		52
Number of recreation and leisure centre users per week	15,596	15,403		11,106
Number of swimming pool users per week	7,785	7,854		4,731
Number of activity users per week (swim school, circuit, aerobics, aqua fitness, personal training, massage)	1,867	1,949		1,333
<b>Efficiency Indicators</b>				
Net cost of operating Leisure Centre per user	\$0.34	\$0.38		\$1.89
Net cost per full-time equivalent employee	\$5,511	\$6,677		\$21,016
Operating cost per hour open to the public	\$1,096	\$1,077		\$1,055
<b>Effectiveness Indicators</b>				
Leisure Centre total operating hours per week	98.25	98.25		98.75
Leisure Centre's written complaints per 1000 capita	1.0%>	1.0%>		1.0%>
Royal Life Saving Safety Audit	94.76	96.97		Not conducted

## Statistical Information

Attendance Figures	08/09	09/10	10/11	11/12	12/13
<b>Category</b>					
Adult Swim *	153,438	145,660	140,319	27,660	102,248
Child Swim *	52,598	53,397	51,849	6,902	35,944
Student Swim *	12,997	10,097	9,126	2,955	4,914
Pensioner/Senior Swim *	24,140	28,464	26,987	9,144	16,096
Sauna/Spa/Steam Room/Swim *	12,856	13,375	13,363	4,467	5,537
Pensioner Sauna/Spa/Steam Room/Swim *	2,891	3,384	3,103	924	1,084
Student Sauna/Spa/Steam Room/Swim *	-	1,636	1,121	360	420
Trainer Swim *	12,566	13,951	10,621	3,175	3,990
Family Swim (2 adults and 2 children)	15,176	15,500	18,013	8,520	20,664
Baby Toddler – free	52,105	51,975	54,225	7,200	31,349
Spectator	86,837	95,863	104,894	24,581	75,319
In-term Swim and VacSwim	58,004	53,967	64,492	No Classes	23,810
Carnival	21,600	18,100	15,200	No Carnivals	3,500
Special Events	650	615	700	-	2,100
Birthday Party participants	2,203	2,177	2,724	228	345
Swim School – parent baby	14,400	15,591	17,036	5,307	11,103
Swim School – pre-school	20,250	23,001	25,111	8,512	16,655
Swim School – school age	31,450	34,077	36,767	11,860	24,427
Swim School – adult	2,420	2,867	2,733	691	1,666
Swim School – one-to-one	1,690	1,276	1,677	1,687	1,665
Swim School – school holiday	2,575	3,105	3,385	No Classes	No Classes
Swim School – RLSS In-term	2,060	2,430	2,130	No Classes	No Classes
Member entry	158,706	178,104	164,832	96,111	164,936
Casual Gym	3,775	3,946	4,010	2,765	5,077
50+FIT	731	848	801	486	340
Aerobics *	7,636	6,819	5,884	4,665	6,559
Circuit Gym *	834	479	439	429	291
Aqua Fitness *	3,873	4,198	3,101	585	3,083
Massage	872	1,114	883	851	727
Personal Training	2,227	2,175	1,425	1,068	1,500
Crèche	8,453	9,367	7,349	4,175	6,671
RPM*	652	1,308	1,191	1,154	1,333
Meetings/Functions/Courses	10,220	12,130	5,480	500	4,200
<b>TOTAL</b>	<b>793,215</b>	<b>810,996</b>	<b>800,971</b>	<b>^236,966</b>	<b>#577,553</b>

## LIBRARY SERVICES

## ACTIVITY

Providing a comprehensive library and local history service for the community in well-equipped and modern surroundings at the City of Vincent Library and Local History Centre.

## OBJECTIVES

To provide the Vincent community 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	2009-2010	2010-2011	2011-2012	2012-2013
<b>WORKLOAD INDICATORS</b>				
Number of Library loans per annum	198,869	194,153	192,289	195,243 *
Total registered members	16,030	12,433	14,513	16,812
Total number of requests per annum per member	0.86	0.68	0.73	0.71
<b>EFFICIENCY INDICATORS</b>				
Total number of requests satisfied	9,449	8,725	10,686	11,956
Total members served per staff member Full Time Equivalent	14.24	9.34	12.30	14.25
Total loans per staff member Full Time Equivalent	15,443	16,723	18,123	18,419
Library Operating Expenditure per member	\$79.11	\$109.64	\$91.29	\$90.41
<b>EFFECTIVENESS INDICATORS</b>				
Number of loans per member	12.41	15.62	13.24	11.61
Total hours per week of access	55	55	55	55
Hours of access outside normal office hours	15	15	15	15
Current Membership as a percentage of local government population	35.4%	39.85%	46.00%	53.29%
Average number of users of internet terminals per week	365	326	292	285

\* Loans this year include 1788 e-Loans

## Statistical Information

ITEM	2009-2010	2010-2011	2011-2012	2012-2013
Adult membership	13,493	8,897	11,789	13,581
Child membership	2,537	2,346	2,724	2,994
Total membership	16,030	12,443	14,513	16,812
Percent of resident membership	39.43%	56.89%	61.36%	60.05%
Number of Housebound members	66	86	90	86
Average monthly transactions	31,864	21,207	30,853	31,718
Number of Library Board stock per capita	1.25	1.17	1.18	1.2
Library Board recommended standard	1.25	1.25	1.25	1.25
Number of items issued	198,869	194,153	192,289	195,243
Library gross expenditure	\$1,268,137	\$1,363,159	\$1,324,940	\$1,520,041
Cost per issue	\$6.37	\$7.02	\$6.89	\$7.79

LAW AND ORDER SERVICES

**ACTIVITY**

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

**OBJECTIVE**

To provide the residents, ratepayers and business proprietors of the City 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	10/11	11/12	12/13
Workload Indicators			
Expenditure per property serviced by Ranger Services	\$245.36	\$273.63	\$284.17
Total annual complaints received per capita	0.83	1.09	1.19
Number of reports received to which Rangers Services response is warranted	25,955	29,498	32,434
<b>Efficiency Indicators</b>			
Rangers Service Revenue per Full Time Equivalent	-\$126,234	-\$109,399	-\$159,898
Average response time to reports received	*hours 2	*hours 2	*hours 2
Responses handled per Full Time Equivalent	3083	3411	3705
<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	27,746	34,112	37,048

\* Dog attacks actioned immediately

\* Serious parking complaints – initial response as soon as possible

\* Dependent on severity of complaint

Number of Complaints	10/11	11/12	12/13
Litter	357	313	397
Dogs General	272	291	350
Dogs Noise	110	137	121
Dogs Attacks	36	44	46
Bush Fire/Burn off	174	287	188
Other	1799	1519	1352
Total No of Non-Parking Complaints	3051	2591	2454
<b>No of Infringement Notices Issued</b>			
Dog Act	69	45	45
Litter Act	14	41	41
Number of dogs impounded	78	72	73
Number of dogs claimed	65	64	64
Number of dogs sold	5	6	6
Number of dogs euthanised	3	1	1

CAR PARKS AND PARKING CONTROL

**ACTIVITY**

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

**OBJECTIVES**

To provide the residents, ratepayers and business proprietors of the City with effective and cost-efficient car parking facilities.

To provide suitably maintained car parks to ensure safety and security of patrons.

KEY PERFORMANCE INDICATORS	10/11	11/12	12/13
<b>Workload Indicators</b>			
Parking revenue as a percentage of overall revenue	13.21%	15.56%	15.32%
Total number of infringements issued per annum	33,331	33,437	32,083
Total number of infringements issued per capita	1.17	1.07	1.03
Number of Premises Assessed for Eligibility for Parking Permits	1394	1413	1728
No of Properties Assessed for Road Closure/Obstruction Permits	902	496	742
Number Road/Footpath Obstruction Permits Issued	511	437	618
<b>Efficiency Indicators</b>			
Number of infringements issued per Full Time Equivalent (FTE)	3703	3715	2139
Parking Revenue generated per Full Time Equivalent (FTE)	\$246,785	\$244,129	\$253,210
<b>Effectiveness Indicators</b>			
Percentage of revenue over total expenditure for car parks and parking control	136%	143%	151%
Number of complaints received by Ranger Services regarding parking in the City of Vincent	18,540	20,117	23,722
Number of complaints received re. parking control service	3	3	6

Statistical Information  
Revenue

<b>Inspectorial Control</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>
Modified Penalties	\$2,118,729	\$2,197,159	\$2,278,887
Fees and Charges	\$248	\$1,995	\$1,505
Sale of Parking Signs/Permits	\$2,073	\$2,229	\$7,468
Other Revenue	\$1,547	\$10,720	\$6,644
<b>TOTAL</b>	<b>\$2,122,597</b>	<b>\$2,212,103</b>	<b>\$2,294,504</b>

<b>Car Parks</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>
Frame Court	\$1,091,407	\$888,178	\$816,232
Brisbane Street	\$285,386	\$218,553	\$198,440
Raglan Road	\$35,294	\$82,184	\$112,073
The Avenue	\$647,428	\$656,563	\$767,373
Oxford Street	\$713	\$10,467	\$64,648
Chelmsford Road	\$61,555	\$61,403	\$68,456
Loton Park	\$86,473	\$87,958	\$50,725
The Stadium	\$10,713	\$17,382	\$99,949
Barlee Street	\$55,737	\$79,281	\$76,194
<b>TOTAL</b>	<b>\$2,274,706</b>	<b>\$2,101,969</b>	<b>\$2,254,090</b>

Kerbside Parking	10/11	11/12	12/13
Various Kerbside Locations	\$697,268	\$1,693,790	\$2,192,175

Parking Revenue Total	\$5,094,571	\$6,007,862	\$6,740,769
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<b>EXPENDITURE</b>	<b>10/11</b>	<b>12/13</b>	<b>12/13</b>
Inspectorial Control	\$2,053,111	\$2,260,975	\$2,246,544
Car Parks	\$523,322	\$618,290	\$711,852
Kerbside Parking	\$163,700	\$331,810	\$538,535
<b>Parking Expenditure Total</b>	<b>\$2,740,133</b>	<b>\$3,211,075</b>	<b>\$3,496,931</b>

Net Revenue - Parking	\$2,354,438	\$2,796,787	\$3,243,838
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## CITY 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	10/11	11/12	12/13
<b>Comparative Indicators</b>			
Net planning and regulatory costs per capita	\$53	\$61	\$17
Number of planning applications determined through the year*	553	535	511
Development applications	497	464	432
Survey strata title applications	21	20	27
Subdivision referrals	43	45	38
Change of land use applications	82	64	77
Home occupation applications	1	7	2
Requests for City Planning Scheme amendments	0	1	3
<b>Efficiency Indicators</b>			
Percentage of planning applications determined under delegated authority	71	82	81
Development applications	88	83	83
Survey strata title applications	95	100	96
Subdivision referrals	100	100	95
Change of land use applications	88	75	75
Home occupation applications	67	57	50
Average net cost of processing planning applications	\$1,395	\$1,505	\$955
Average planning application processing time	45 days	52 days	52 days
Development applications	48 days	52 days	52 days
Survey strata title applications	15 days	25 days	28 days
Subdivision referrals	18 days	21 days	24 days
Change of land use applications	54 days	53 days	57 days
Home occupation applications	55days	29 days	38 days
Percentage of applications processed within statutory time frame	69	63	64

<b>Effectiveness Indicators</b>			
**Percentage of appeals per application decision	1.9	3.1	1.23
Percentage of successful appeals per appeal lodged	7.6	15.8	0
Percentage of mediated appeals	61.5	63.2	0

\*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 City planning scheme amendments.

## Statistical Information

<b>Planning Applications</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>
Planning applications	-	-	-
Change of use applications	82	64	77
Development not involving demolition	234	112	409
Home occupation	1	0	1
Home occupations – renewals	2	7	1
Demolition excluding redevelopment	8	13	4
Demolition including redevelopment	335	339	64
Total	662	535	556
<b>Planning Appeals – Tribunal</b>			
Total number	13	19	7
Appeals dismissed	0	0	0
Appeals upheld	1	3	0
Appeals dismissed/mediated	8	12	0
Appeals withdrawn	0	0	3
Appeals pending	4	4	4

<b>Approved Developments</b>			
Single houses	48	45	49
Grouped dwellings	58	43	51
Multiple dwellings	256	98	114
Aged/dependent person dwellings	1	0	19
Total Number of dwellings	363	186	233
Dwellings subject to alterations/additions	181	298	122
Home occupations	1	7	1
Mixed-use developments	11	6	8
Comprising:			
shop	1	6	4
office	28	19	10
eating house	2	1	2
show room	1	2	0
education establishment	1	0	0
group dwellings	1	0	2
multiple dwellings	256	213	169
light industry	0	0	0
unlisted use	0	0	0
Hall inc. dining	0	0	0
Hostel	0	0	0
Commercial	4	54	34

The difference in the Net planning and regulatory costs per capita for 2012/2013, is that previously the strategic planning services was not a separate section by itself, and was under one section together with statutory planning, hence the difference in the cost.

The Average net cost of processing planning applications has also decreased, is due to expenditure decreasing as a result of strategic planning services now being a separate section by itself.



## BUILDING MANAGEMENT AND CONTROL

## ACTIVITY

To manage and maintain the City's building assets to meet the required standards in accordance with the City's 5-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 City's building assets and to ensure the City'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	10/11	11/12	12/13
<b>Workload Indicators</b>			
Number of building applications per year	634	683	645
Average value of building applications per year	\$272,986.42	\$374,124.21	\$313,968.20
Building control revenue to expenditure ratio	0.55	0.43	0.40
<b>Efficiency Indicators</b>			
Average number of working days to decide building application	38days	days 33	days 10/25
Percentage of building Permit applications processed within 10/25 days	62	70	100
Percentage of private swimming pools inspected during the year (4-year inspection programme) (Statistics provided by the Royal Life Saving Society)	57	67	0
Net private swimming pool inspection costs per inspection (GST inclusive)	\$33.00	\$31.00	\$33.00
<b>Effectiveness Indicators</b>			
Percentage of appeals per building Permit application decision	Nil	Nil	Nil
Percentage of successful building appeals lodged	Nil	Nil	Nil
Percentage of pools inspected that require second or subsequent inspection to ensure compliance (Statistics provided by the Royal Life Saving Society)	10	9	No inspections

## Statistical Information

<b>Building Permits</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>
Building Permits	444	514	469
Demolition Permits	74	52	59
Sign Permits	20	17	9
Swimming Pool Permits	59	53	57
Strata Certificates	17	14	20
Building Approval Certificates for Unauthorised Works	20	33	31
<b>Total</b>	<b>634</b>	<b>683</b>	<b>645</b>
Value of Approved Constructions	\$142,498,911	\$255,526,846	\$275,634,721
<b>Private Pool Inspections</b>			
Number of pools inspected	408	674	0
Number of pools requiring re-inspection	39	201	57
Percentage of pools requiring re-inspection	10	66	100



## 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	11/12	12/13
<b>Expenditure</b>					
Health Service expenditure as a percentage of total operating expenditure	2.2	2.1	2.1	2.2	2.4
Health expenditure per head of population	\$26.57	\$30.40	\$26.60	\$29.60	\$34.42
<b>Workload Indicators</b>					
Number of premises inspections required per annum					
• Food Premises	871	660	707	771	782
• Public buildings	130	104	#72	116	129
• Public swimming pools samples	372	338	336	264	300
• Lodging houses	42	42	46	44	84
• Skin penetration premises (registered)	13	2	4	11	11
• Offensive trades	22	18	18	10	8
• Annually variable statistics					
• Number of special event permits	81	172	95	176	216
• Number of development and building licence applications assessed for HIA	610	1,020	1,177	1104	1141
• Number of greywater system applications assessed	3	3	3	3	4
• Number of property and business orders and requisitions processed	1,554	3,281	788	851	945
• Number of customer request actioned	297	167	362	329	360
• Number of complaints received against Health Services per annum	0	0	1	0	2
• Food samples	173	128*	95	99	137
• Number of food units used	1,878	835	540	450	**
• Staff immunisation	122	131	106	257	123

# New risk rating system implemented

\* New sampling scheme

\*\* Food Units no longer used as LHAAC entered into new contract and assessment scheme with AgriFoods

<b>Number of compliance actions initiated</b>					
• Notice/directions issued under the Health Act 1911, City of Vincent Health Local Law 2004 and Food Act 2008	49	38	45	17	24
• Notice/Directions issued under the Local Government Act 1995 and Local Government (Miscellaneous Provisions) Act 1960	13	10	19	9	5
• Noise infringement notices issued	13	6	6	2	2
• Food premises infringement notices issued	*	20	12	19	39
• Noise abatement directions issued	7	0	1	37	0
• Environmental pollution notices issued	0	0	0	0	0
• Directions given for non-compliant swimming pool samples	5	11	9	7	14
• Directions given for unsatisfactory food analysis	17	35	21	5	5
• Prosecutions	1	3	1	0	3
<b>Effectiveness Indicators</b>					
Percentage (%) of total inspection target completed during the year (by group)					
• Food premises	67	99.7	97	130	145
• Public buildings	75	67	138	123	128
• Public swimming pools	91	100	90	96	109
• Lodging houses	100	60	89	104	117
• Skin penetration premises	15	50	100	100	0
• Offensive trades	59	89	100	80	62
Compliance Rates (outcomes expressed as a percentage)					
• Notice/directions issued under the Health Act 1911, City of Vincent Health Local Law 2004 and Food Act 2008	82	86	89	82	62
• Notice/Directions issued under the Local Government Act 1995 and Local Government (Miscellaneous Provisions) Act 1960	85	100	37	66	100
• Noise infringement notices issued	70	100	100	100	100
• Food premises infringement notices issued	-	100	100	73	100
• Noise abatement directions issued	71	N/A	100	100	N/A
• Environmental pollution notices issued	-	-	-		N/A
• Directions given for non-compliant swimming pool samples	-	100	100	100	100
Directions given for unsatisfactory food analysis	-	71	100	100	100
Prosecutions	100	100	100	N/A	N/A

## 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	11/12	12/13
<b>Workload Indicators</b>					
Hectares of parks, gardens and recreation grounds per thousand capita passive and active	3.93	3.94	3.39	3.39	3.39
Annual cost of parks and recreation grounds maintenance per rateable property	\$121.45	\$138.25	\$137.57	\$152.98	\$166.94
Number of passive reserves	39	39	39	39	39
Number of active reserves	21	21	21	21	21
Number of trees planted per year	250	81	145	251	489
<b>Efficiency Indicators</b>					
Annual maintenance cost per hectare for parks and recreation grounds	\$18,163	\$20,976	\$21,326	\$23,737	\$25,903
Annual maintenance cost per hectare for street tree and verge maintenance	\$8,911	\$10,081	\$10,472	\$12,182	\$11,121

## Statistical Information

Reserve Booking Statistics	07/08	08/09	09/10	10/11	11/12	12/13
<b>Braithwaite Park</b>						
Number of Bookings	17	19	21	62	21	34
Number of Users	2,566	1,300	2,355	5,532	1,925	1,967
Revenue	\$1,066	\$1,183	\$1,170	\$2,201	\$2,381	\$3,369
<b>Hyde Park</b>						
Number of Bookings	180	90	120	150	185	281
Number of Users	23,695	38,039	55,103	24,700	63,300	12,523
Revenue	\$3,964	\$7,952	\$12,098	\$19,053	\$21,929	20,684
<b>Banks Reserve</b>						
Number of Bookings	15	16	19	105	83	122
Number of Users	3,080	1,342	4,450	3,203	4,174	3,884
Revenue	\$3,627	\$5,549	\$8,198	\$5,974	\$5,099	\$5,280
<b>Beatty Park Reserve</b>						
Number of Bookings	265	246	264	263	264	421
Number of Users	11,680	10,286	11,920	14,815	10,480	10,938
Revenue	\$4,820	\$5,358	\$6,432	\$5,856	\$5,105	\$7,635
<b>Woodville Reserve</b>						
Number of Bookings	32	85	67	50	25	27
Number of Users	1,180	1,633	2,720	1,650	630	526
Revenue	\$12,342	\$13,114	\$2,269	\$15,533	\$8,887	\$1,472
<b>Britannia Road Reserve</b>						
Number of Bookings	464	722	546	844	1,165	941
Number of Users	68,983	88,803	88,941	70,886	74,718	131,390
Revenue	\$10,190	\$15,560	\$13,816	\$18,676	\$27,864	\$23,852
<b>Charles Veryard Reserve</b>						
Number of Bookings	197	213	200	283	278	392
Number of Users	6,893	9,705	15,574	9,880	17,966	19,708
Revenue	\$10,458	\$12,704	\$4,106	\$4,990	\$6,620	\$9,349
<b>Les Lilleyman Reserve</b>						
Number of Bookings	229	290	341	221	606	458
Number of Users	7,683	6,904	20,898	11,918	7,705	7,359
Revenue	\$3,229	\$3,579	\$4,106	\$2,433	\$6,373	\$4,999
<b>Birdwood Square</b>						
Number of Bookings	106	110	65	491	393	312
Number of Users	4,432	3,425	7,671	17,421	8,590	7,815
Revenue	\$2,472	\$1,769	\$2,212	\$5,328	\$5,509	\$5,805
<b>Forrest Park</b>						
Number of Bookings	324	350	300	340	315	234
Number of Users	35,418	37,432	19,350	19,194	31,646	24,763
Revenue	\$2,333	\$2,475	\$2,465	\$2,994	\$2,547	\$3,232

## Statistical Information

Hall Booking Statistics	07/08	08/09	09/10	10/11	11/12	12/13
<b>North Perth Town Hall</b>						
Number of Bookings						
Main Hall	356	697	760	566	754	690
Lesser Hall	359	430	694	568	566	314
Number of Users						
Main Hall	15,033	22,258	37,809	26,660	17,242	20,788
Lesser Hall	8,421	10,553	15,085	18,644	9,913	5,878
Total Revenue	\$24,000	\$50,716	\$47,173	\$66,734	\$70,750	\$67,140
Total Expenditure	\$20,682	\$41,218	\$71,967	\$50,705	\$131,230	\$129,558
Net Return	\$3,318	\$9,498	\$23,720	\$16,029	-\$60,480	-\$62,417
<b>Mount Hawthorn Community Centre</b>						
Number of Bookings						
Main Hall	172	336	374	552	309	506
Lesser Hall	455	900	557	464	509	527
Number of Users						
Main Hall	8,988	11,506	23,340	21,924	10,992	16,333
Lesser Hall	29,590	26,667	23,113	28,340	25,332	27,725
Total Revenue	\$36,650	\$48,726	\$63,394	\$51,533	\$56,735	\$70,370
Total Expenditure	\$57,326	\$74,987	\$75,326	\$83,254	\$85,985	\$138,115
Net Return	-\$20,676	-\$26,261	-\$11,932	-\$31,721	-\$29,250	-\$67,745
<b>Banks Reserve Pavilion</b>						
Number of Bookings	197	425	283	241	248	275
Number of Users	5,456	6,188	4,990	8,700	5,410	4,527
Total Revenue	\$7,500	9,518	\$13,343	\$13,386	\$19,727	\$22,108
Total Expenditure	\$19,030	\$25,044	\$29,083	\$28,971	\$28,255	\$52,621
Net Return	-\$11,530	\$15,526	-\$15,740	-\$15,585	-\$8,528	-\$30,513
<b>Menzies Park &amp; Pavilion</b>						
Number of Bookings	214	164	414	582	448	448
Number of Users	6,586	5,657	8,740	12,196	12,800	21,718
Total Revenue	\$7,850	\$7,900	\$10,532	\$9,799	\$10,500	\$10,430
Total Expenditure	\$80,980	\$72,578	\$109,212	\$126,610	\$118,385	\$69,998
Net Return	-\$73,130	-\$64,678	-\$98,680	-\$116,811	-\$107,885	-\$50,568
<b>Royal Park Hall</b>						
Number of Bookings	205	786	450	490	533	529
Number of Users	10,141	15,196	23,501	16,550	21,930	15,401
Total Revenue	\$10,919	\$46,157	\$50,726	\$58,260	\$55,920	\$34,832
Total Expenditure	\$44,610	\$78,559	\$83,103	\$75,756	\$77,610	\$65,766
Net Return	-\$33,691	-\$32,402	-\$32,377	-\$17,496	-\$21,690	-\$30,934

## 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.

## 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	11/12	12/13
<b>Workload Indicators</b>					
Road preservation expenditure ratio	0.16	0.17	0.24	0.30	0.44
City resources roadwork expenditure per rateable property	\$177.09	\$208.57	\$116.43	\$119.34	\$171.34
Proportion of total expenditure applied to sealed roads	11.83%	14.75%	9.25%	9.47%	8.61%
<b>Efficiency Indicators</b>					
Percentage of utilisation and road-making plant	85.39	87.64	87.64	88.99	89.89
Percentage of road asset network assessed for a set condition	7.14	10.17	14.29	100.00	7.14
Percentage of road construction completed within the year	79.37	86.67	75.47	69.51	61.40
Average cost of verge or streetscape maintenance per hectare	\$91.50	\$76.95	\$181.03	\$117.55	\$44.84
<b>Effectiveness Indicators</b>					
Road condition ratio	0.49	0.50	0.50	0.48	0.43
Percentage of road capital expenditure to road depreciation	4.35	3.15	2.74	2.93	2.41
Road preservation performance ratio	0.87	0.94	0.94	80.	89.

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	11/12	12/13
<b>Workload Indicators</b>					
Waste management revenue to expenditure ratio	0.03	0.03	0.04	0.03	0.05
Number of residential waste collections per week	14,020	14,423	14,951	14,000	14,599
Total tonnes of waste to landfill per annum	15,352	15,030	14,622	7,324	7,534
<b>Efficiency Indicators</b>					
Waste collection cost per tonne	\$235	\$317	\$293	\$339	\$322
Waste collection cost per service	\$226	\$277	\$258	\$286	\$278
Net recycling cost per tonne	\$257	\$254	\$239	\$263	\$290
Total annual waste management expenditure per capita	\$118	\$144	\$137	\$150	\$149
<b>Effectiveness Indicators</b>					
Number of complaints per thousand capita	6.24	3.24	3.36	1.58	0.79
Percentage of missed services per week	0.01	0.01	0.01	0.01	0.01

\*Waste actually landfilled – remainder to RRF

## Statistical Information

<b>Rubbish Collection</b>	<b>08/09</b>	<b>09/10</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>
Rateable properties	16,300	16,326	16,326	16,603	16,733
Residential properties serviced	14,020	14,423	14,951	14,793	15,172
Commercial Properties serviced by the City (includes churches, schools, halls and some vacant blocks that are under development)	1,804	1,273	1,496	1,785	1,666
Commercial Properties not serviced by the City	418	N/A	N/A	N/A	N/A
Total domestic and commercial rubbish tipping costs	\$731,665	\$1,570,848	\$1,301,218	\$1,589,503	\$1,773,159
Total tonnes domestic and commercial rubbish collected	13,727	13,331	14,622	13,333	14,599
<b>Recycling – Domestic</b>					
Paper	N/A	789	949	789	2,146
Co-mingled	N/A	2,636	2,418	2,636	1,141
Total Tonnage	3,128	3,425	3,367	3,425	3,287
<b>Recycling – Commercial</b>					
Paper	N/A	N/A	N/A	N/A	N/A
Co-mingled	N/A	N/A	N/A	N/A	N/A
Total Tonnage	N/A	N/A	N/A	N/A	N/A
<b>Public Tidy Bins/Parks</b>					
Tipping cost per tonne	\$59.40	\$72.60	\$105.00	\$128.58	\$137
Tipping costs	\$33,481	\$31,670	\$49,609	\$63,463	\$65,262
Tonnes	564	508	477	494	519
Collection cost	\$139,831	\$167,295	\$232,312	\$193,973	\$179,774
Collection cost per tonne	\$248	\$329	\$487	\$393	\$346
<b>Bulk Verge Collection</b>					
Contractor's cost per annum	\$229,196	\$236,430	\$238,342	\$263,015	\$279,893
Tipping costs per annum	\$53,810	\$70,876	\$91,242	\$57,591	\$125,558
Hard waste collected	567	620	721	730	805
Green waste collected	500	573	314	507	503



## COMMUNITY DEVELOPMENT

## ACTIVITY

To progress the City'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 Vincent's community.
- To promote community development, and celebrate cultural and social diversity.
- To provide opportunities for people in Vincent's community to enhance their quality of life.
- To facilitate an effective communication flow between the community and the City.

KEY PERFORMANCE INDICATORS	10/11	11/12	12/13
<b>Workload Indicators</b>			
• Participant numbers in events	15,500	45,678	78,486
• Number of events serviced	56	41	139
<b>Efficiency Indicators</b>			
• Client feedback on services provided	See below	See below	See below
<b>Effectiveness Indicators</b>			
• Evaluation surveys on events (Likert scale with 1 being for badly organised and 5 for well organised)	99% rated the organisation of the events as 4 or 5  99% of those surveyed would like to attend the event again.	96% rated the organisation of the events as 4 or 5  97% of those surveyed would like to attend the event again.	98% rated the organisation of the events as 4 or 5  99% of those surveyed would like to attend the event again.



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 City 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 City 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 City did not received any allegations of non-compliance with the principles of Competitive Neutrality.

### Structural Reform of Public Monopolies

The City does not operate any Public Monopolies within the CPA definition and accordingly there is no reporting requirement. The City did not privatise any activities during 2012-2013.

### 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 City 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 ongoing commitment and feature regularly at Council Meetings.



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



*Planning of the layout for Hyde Park.*

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 Cities 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.

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 City 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.



*The National Bank on Fitzgerald Street. (Near North Perth Bendigo Bank).*

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 City 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 City'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 City 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 was proclaimed the City of Vincent.

The City of Vincent is named after Vincent Street, which is a major road through the centre of the City. It is also the location of the City's Council Chambers and Administrative and Civic Centre.

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 City, 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 City 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.

## Statistics

Area	11.3 square km of which 106.4 hectares comprises parks and gardens
Population	31,549 est. (2011 Census QuickStats)
Rateable Properties	16,133
Number of Electors	21,113
Number of Council Employees	192 (FTE)
Number of Wards	Two
Total Budget	\$45,143,870

## Number of Elected Members

Mayor and eight Councillors

## Distance from Perth City

The Administration and 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

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

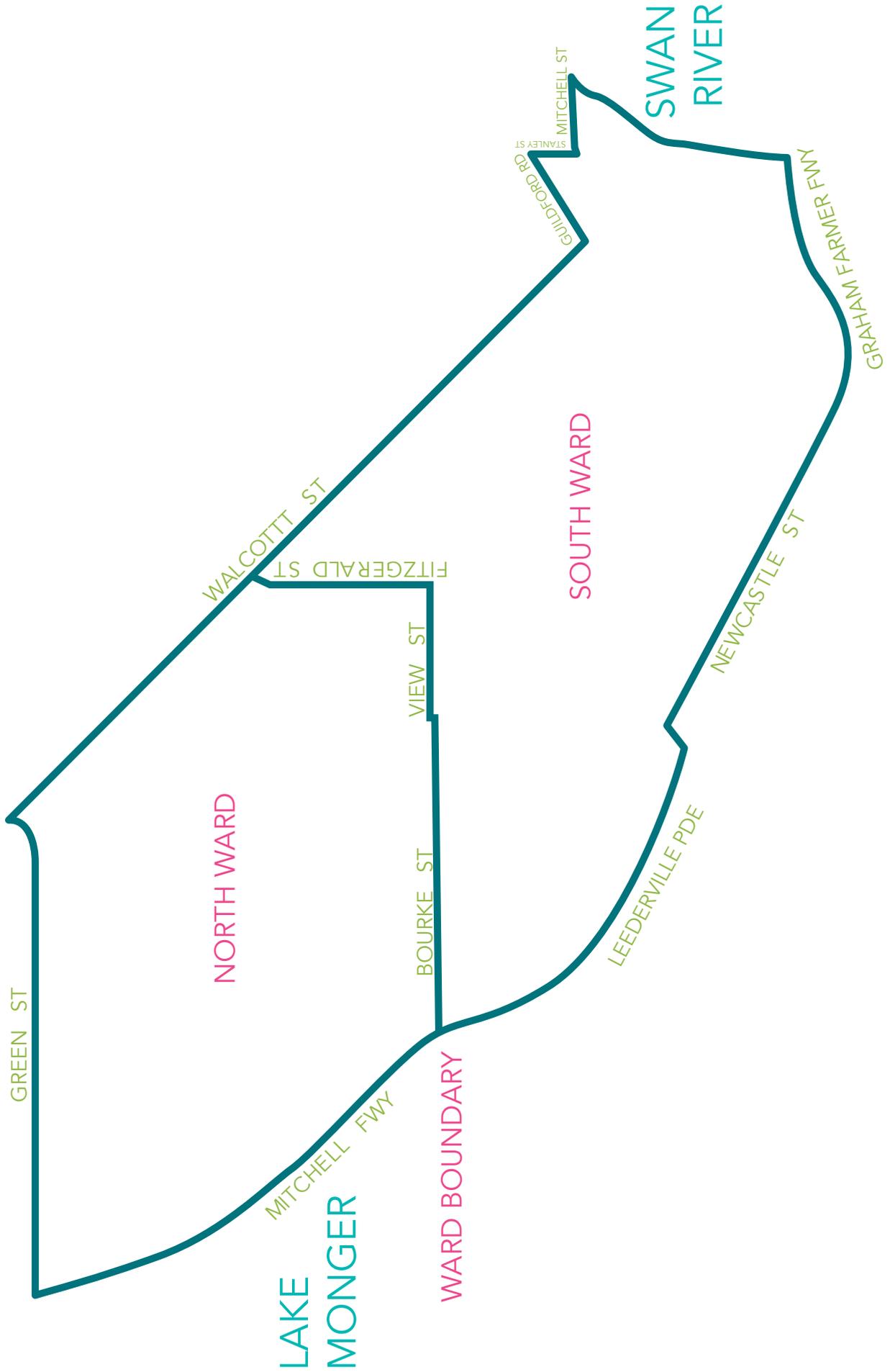
## Facilities

**Library:** City 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).





## CITY OF VINCENT

In late 1995 a public competition was conducted to design and create the City'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 DIAMOND SHAPE

symbolises strength and prosperity.

### THE SUN

Symbolises warmth and energy, reflecting the pleasant lifestyle in this area.

### THE TREE BRANCH

Symbolises Vincent's outdoors; the lush, well-kept parks and gardens, plus a strong commitment to a clean, healthy and safe environment.

### THE BIRD

Symbolises peace, harmony and friendliness which prevails throughout the City.

### THE CORNICE

Symbolises the architectural and historic features of the area, including its many character houses and buildings, some of which were built in the late 1890s and early 1900s.

### THE COLOUR VALUES

Vincent Maroon conveys Vincent's heritage aspects and represents action, youth and vitality. The direct opposite colour is the Heritage Green which symbolises strength, reliability and the environment.

### CITY OF VINCENT VALUES:

DIVERSITY

HARMONY

STRENGTH

RELIABILITY

WARMTH

FRIENDLINESS

PLEASANTNESS

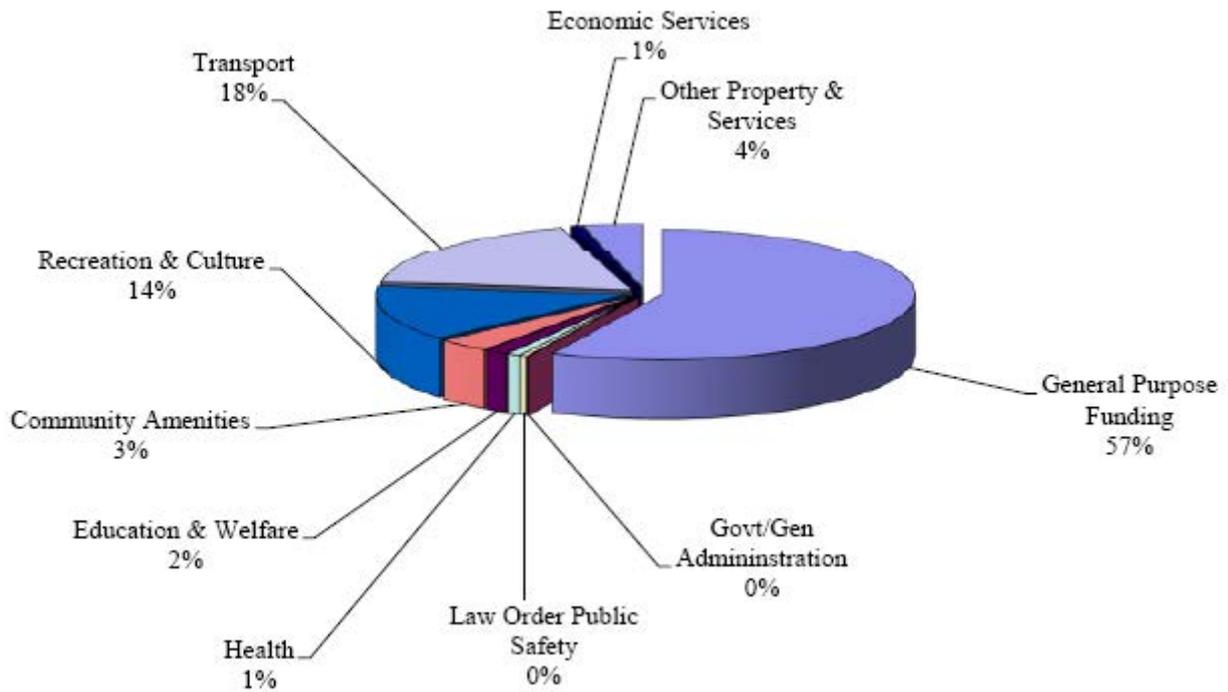
ENERGY

VITALITY

SUSTAINABILITY

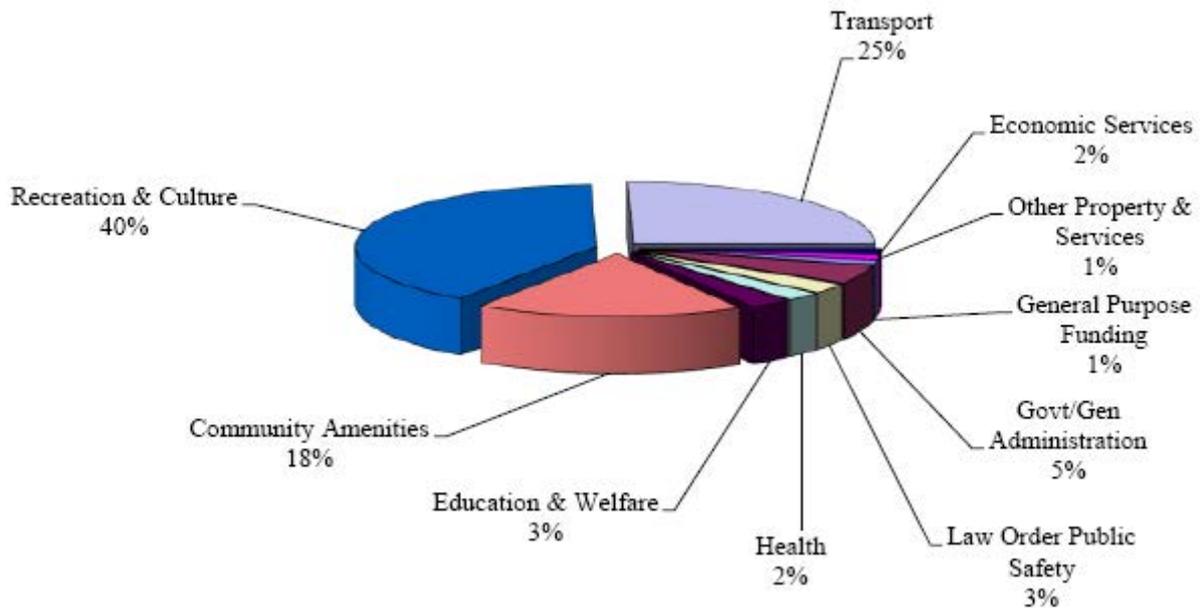
PROSPERITY

Operating Revenue 2012-2013



Income Type	Amounts (\$)
General Purpose Funding	26,407,182
Govt/Gen Administration	36,318
Law Order Public Safety	212,851
Health	390,623
Education & Welfare	694,569
Community Amenities	1,576,817
Recreation & Culture	6,284,134
Transport	8,551,564
Economic Services	299,262
Other Property & Services	1,773,268
<b>Total</b>	<b>\$46,226,588</b>

Operating Expenditure 2012-2013



Expenses Type	Amounts (\$)
General Purpose Funding	539,358
Govt/Gen Administration	2,263,127
Law Order Public Safety	1,248,138
Health	1,085,800
Education & Welfare	1,313,527
Community Amenities	8,422,997
Recreation & Culture	18,839,646
Transport	11,889,464
Economic Services	720,537
Other Property & Services	590,563
<b>Total</b>	<b>\$46,913,157</b>

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## **INDEPENDENT AUDITOR'S REPORT**

### **TO: RATEPAYERS OF CITY OF VINCENT**

We have audited the financial report of the City of Vincent, which comprises the Statement of Financial Position as at 30 June 2013 and the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity and 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 information and the Statement by Chief Executive Officer.

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

Management is responsible for the preparation and fair presentation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards, the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal controls as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

#### **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 Council'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 Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, 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 accounting bodies.



**INDEPENDENT AUDITOR'S REPORT (Cont'd)****Auditor's Opinion**

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

- (a) gives a true and fair view of the financial position of the City of Vincent as at 30 June 2013 and of its financial performance for the year ended on that date; and
- (b) complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards.

**Report on Other Legal and Regulatory Requirements**

In accordance with the Local Government (Audit) Regulations 1996, we also report that:

- (a) There are no matters that in our opinion indicate significant adverse trends in the financial position or financial management practices of the Council.
- (b) There are no matters indicating non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law were noted during the course of our audit.
- (c) The asset consumption ratio and the asset renewal funding ratio included in the annual financial report (Note 30 of the annual financial report) are supported by verifiable information and reasonable assumptions.
- (d) All necessary information and explanations were obtained by us.
- (e) All audit procedures were satisfactorily completed in conducting our audit.

**Matters Relating to the Electronic Publication of the Audited Financial Report**

This auditor's report relates to the financial report of City of Vincent for the year ended 30 June 2013 included on the City of Vincent's website. Management is responsible for the integrity of the City of Vincent's website. The auditor's report refers only to the subject matter described above. It does not provide an opinion on any other information which may have been hyperlinked to/from these statements. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

  
 \_\_\_\_\_  
**MACRI PARTNERS**  
**CERTIFIED PRACTISING ACCOUNTANTS**  
**SUITE 2, 137 BURSWOOD ROAD**  
**BURSWOOD WA 6100**

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

**PERTH**  
**DATED THIS 13<sup>th</sup> DAY OF NOVEMBER 2013.**



**CITY OF VINCENT  
STATEMENT BY CHIEF EXECUTIVE OFFICER  
FINANCIAL YEAR ENDED 30TH JUNE 2013**

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**Local Government Act 1995  
Local Government (Financial Management) Regulations 1996**

The attached financial report of the City of Vincent being the annual financial report and supporting notes and other information for the financial year ended 30 June 2013 are in my opinion, properly drawn up to present fairly the financial position of the City of Vincent at 30 June 2013 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.

Signed as authorisation of issue on the 16th day of November 2013



**John Giorgi, JP  
Chief Executive Officer**

**CITY OF VINCENT  
STATEMENT OF COMPREHENSIVE INCOME  
BY NATURE OR TYPE  
FOR THE YEAR ENDED 30TH JUNE 2013**

	Note	Revised Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12 \$
<b>REVENUE</b>				
Rates	23	23,979,798	23,825,952	22,410,088
Operating Grants, Subsidies and Contributions	21	1,185,090	1,567,459	1,760,026
Fees and Charges	20	16,550,540	15,304,231	11,883,323
Interest Earnings	3(c)	1,390,870	1,243,366	1,586,700
Other Revenue	3(a)	2,208,370	4,794,925	1,321,121
		<b>45,314,668</b>	<b>46,735,933</b>	<b>38,961,258</b>
<b>EXPENDITURE</b>				
Employee Costs		(19,972,339)	(20,737,967)	(18,337,415)
Materials & Contracts		(13,850,211)	(14,495,855)	(12,287,318)
Utilities Charges		(1,753,515)	(1,983,195)	(1,957,686)
Insurance Expenses		(804,280)	(794,498)	(526,295)
Interest Expenses		(1,261,870)	(1,199,652)	(1,086,812)
Depreciation of Non-Current Assets	3(d)	(8,638,100)	(8,906,059)	(8,478,987)
		<b>(46,280,315)</b>	<b>(48,117,226)</b>	<b>(42,674,513)</b>
Non-Operating Grants, Subsidies and Contributions	21	<b>5,826,041</b>	<b>2,163,779</b>	<b>8,762,083</b>
Profit on Asset Disposal	4	213,840	138,285	91,401
Loss on Asset Disposal	4	0	(343)	(89,862)
		<b>213,840</b>	<b>137,942</b>	<b>1,539</b>
Joint Venture Operations	19(c)	0	535,076	(166,921)
		<b>0</b>	<b>535,076</b>	<b>(166,921)</b>
<b>NET RESULT</b>		<b>5,074,234</b>	<b>1,455,504</b>	<b>4,883,446</b>
<b>Other Comprehensive Income</b>				
Changes on revaluation of non-current assets	11	0	1,460,807	2,041,884
<b>Total Other Comprehensive Income</b>		<b>0</b>	<b>1,460,807</b>	<b>2,041,884</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>5,074,234</b>	<b>2,916,311</b>	<b>6,925,330</b>

This statement to be read in conjunction with the accompanying notes

**CITY OF VINCENT  
STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAMME  
FOR THE YEAR ENDED 30TH JUNE 2013**

	<b>Revised Budget 2012/13 \$</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
<b>REVENUE</b>			
General Purpose Funding	26,519,098	26,407,182	25,491,699
Governance	39,500	9,875	32,381
Law, Order and Public Safety	139,210	208,535	164,551
Health	349,620	372,805	296,357
Education and Welfare	334,965	694,569	265,368
Community Amenities	1,072,700	1,571,486	1,277,846
Recreation and Culture	7,186,805	6,275,873	3,959,742
Transport	7,950,200	8,551,564	6,600,837
Economic Services	391,920	293,446	402,678
Other Property and Services	192,245	1,144,253	174,871
General Administration	1,960	1,933	39,363
	<b>44,178,223</b>	<b>45,531,521</b>	<b>38,705,693</b>
<b>EXPENDITURE Excluding Finance Costs</b>			
General Purpose Funding	(562,355)	(539,358)	(644,299)
Governance	(2,223,385)	(2,260,373)	(2,546,266)
Law, Order and Public Safety	(1,223,195)	(1,248,138)	(1,146,436)
Health	(1,176,595)	(1,085,800)	(942,881)
Education and Welfare	(1,264,165)	(1,235,125)	(1,113,397)
Community Amenities	(8,525,650)	(8,422,997)	(8,294,514)
Recreation and Culture	(17,415,095)	(17,743,923)	(14,191,674)
Transport	(10,720,595)	(11,863,937)	(9,957,005)
Economic Services	(819,955)	(720,537)	(966,529)
Other Property and Services	(54,135)	(590,220)	(1,477,645)
General Administration	103,125	(2,754)	(51,490)
	<b>(43,882,000)</b>	<b>(45,713,162)</b>	<b>(41,332,136)</b>
<b>FINANCE COSTS</b>			
Education and Welfare	(78,805)	(78,402)	(87,489)
Recreation and Culture	(1,157,455)	(1,095,723)	(954,172)
Transport	(25,610)	(25,527)	(45,151)
	<b>(1,261,870)</b>	<b>(1,199,652)</b>	<b>(1,086,812)</b>
<b>NON-OPERATING GRANTS,SUBSIDIES AND CONTRIBUTION</b>			
Law, Order and Public Safety	0	85,228	0
Education and Welfare	282,000	0	0
Recreation and Culture	2,855,000	1,217,670	0
Transport	2,689,041	860,881	7,975,719
Economic Services	0	0	786,364
	<b>5,826,041</b>	<b>2,163,779</b>	<b>8,762,083</b>
<b>PROFIT/(LOSS) ON DISPOSAL</b>			
Governance	220	5,153	0
Law, Order and Public Safety	19,335	4,316	0
Health	15,780	17,818	0
Community Amenities	7,635	5,331	(35,180)
Recreation and Culture	61,810	8,263	35,994
Economic Services	5,325	5,815	725
Other Property and Services	90,815	71,889	0
General Administration	12,920	19,357	0
	<b>213,840</b>	<b>137,942</b>	<b>1,539</b>



**CITY OF VINCENT  
STATEMENT OF COMPREHENSIVE INCOME  
BY PROGRAMME  
FOR THE YEAR ENDED 30TH JUNE 2013**

		<b>Revised Budget 2012/13 \$</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Other Property and Services (Joint Ventures Operations)	19(c)	0	535,076	(166,921)
		<b>0</b>	<b>535,076</b>	<b>(166,921)</b>
<b>NET RESULTS</b>		<b>5,074,234</b>	<b>1,455,504</b>	<b>4,883,446</b>
<b>Other Comprehensive Income</b>				
Changes on revaluation of non-current assets	11	0	1,460,807	2,041,884
<b>TOTAL OTHER COMPREHENSIVE INCOME</b>		<b>0</b>	<b>1,460,807</b>	<b>2,041,884</b>
<b>TOTAL COMPREHENSIVE INCOME</b>		<b>5,074,234</b>	<b>2,916,311</b>	<b>6,925,330</b>

This statement to be read in conjunction with the accompanying notes



**CITY OF VINCENT  
STATEMENT OF FINANCIAL POSITION  
AS AT 30TH JUNE 2013**

	Note	Actual 2012/13 \$	Actual 2011/12 \$
<b>CURRENT ASSETS</b>			
Cash and Cash Equivalents	12	7,770,132	18,325,967
Other Assets	7	29,817	102,279
Trade and Other Receivables	6	3,722,363	3,010,498
Inventories	25	301,457	185,529
<b>TOTAL CURRENT ASSETS</b>		<b>11,823,769</b>	<b>21,624,273</b>
<b>NON-CURRENT ASSETS</b>			
Trade and Other Receivables	6	196,495	759,303
Financial Assets	19	5,010,616	3,532,581
Property, Plant, Equipment and Infrastructure Assets	9(a)	202,602,472	192,130,458
<b>TOTAL NON-CURRENT ASSETS</b>		<b>207,809,583</b>	<b>196,422,342</b>
<b>TOTAL ASSETS</b>		<b>219,633,352</b>	<b>218,046,615</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	8(a)	4,940,339	4,472,888
Provisions	8(b)	2,763,284	2,554,282
Current Portion - Long Term Borrowings	16	1,092,353	2,006,844
<b>TOTAL CURRENT LIABILITIES</b>		<b>8,795,976</b>	<b>9,034,014</b>
<b>NON-CURRENT LIABILITIES</b>			
Long Term Borrowings	16	19,100,589	20,236,316
Provisions	8(b)	300,318	256,127
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>19,400,907</b>	<b>20,492,443</b>
<b>TOTAL LIABILITIES</b>		<b>28,196,883</b>	<b>29,526,457</b>
<b>NET ASSETS</b>		<b>191,436,469</b>	<b>188,520,158</b>
<b>EQUITY</b>			
Retained Surplus		127,086,186	116,211,760
Reserves – Cash/Investment Backed	10	7,764,438	17,183,360
Revaluation Surplus	11	56,585,845	55,125,038
<b>TOTAL EQUITY</b>		<b>191,436,469</b>	<b>188,520,158</b>

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

CITY OF VINCENT  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30TH JUNE 2013

	Note	RETAINED SURPLUS	RESERVES CASH/ INVESTMENT BACKED	REVALUATION SURPLUS	TOTAL EQUITY
		\$	\$	\$	\$
<b>Balance as at 1<sup>st</sup> July 2011</b>		119,186,925	9,324,749	53,083,154	181,594,828
<b>Comprehensive Income</b>					
Net Result		4,883,446	0	0	4,883,446
Changes on Revaluation of Non-Current Assets	11	0	0	2,041,884	2,041,884
<b>Total Comprehensive Income</b>		<b>4,883,446</b>	<b>0</b>	<b>2,041,884</b>	<b>6,925,330</b>
Transfer from / (to) Reserves		(7,858,611)	7,858,611	0	0
<b>Balance as at 30<sup>th</sup> June 2012</b>		<b>116,211,760</b>	<b>17,183,360</b>	<b>55,125,038</b>	<b>188,520,158</b>
<b>Comprehensive Income</b>					
Net Result		1,455,504	0	0	1,455,504
Changes on Revaluation of Non-Current Assets	11	0	0	1,460,807	1,460,807
<b>Total Comprehensive Income</b>		<b>1,455,504</b>	<b>0</b>	<b>1,460,807</b>	<b>2,916,311</b>
Transfer from / (to) Reserves		9,418,922	(9,418,922)	0	0
<b>Balance as at 30<sup>th</sup> June 2013</b>		<b>127,086,186</b>	<b>7,764,438</b>	<b>56,585,845</b>	<b>191,436,469</b>

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



**CITY OF VINCENT  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30TH JUNE 2013**

	Note	Revised Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12 \$
<b>Cash Flows From Operating Activities</b>				
<b>Receipts</b>				
Rates		23,979,798	23,908,143	22,443,082
Operating Grants, Subsidies & Contributions		1,077,550	4,280,369	1,797,200
Fees and Charges		16,557,340	16,245,203	12,268,565
Interest Earnings	3(c)	1,390,370	1,243,366	1,586,700
Goods and Services Tax		1,200,000	2,294,292	1,807,054
Other Revenue		1,428,665	210,992	1,143,132
<b>Total Receipts</b>		<b>45,633,723</b>	<b>48,182,365</b>	<b>41,045,733</b>
<b>Payments</b>				
Employee Costs		(19,972,339)	(20,484,773)	(18,068,231)
Materials & Contracts		(13,850,211)	(13,248,738)	(13,459,794)
Utilities		(1,753,515)	(2,456,209)	(2,340,109)
Insurance		(804,280)	(983,995)	(629,104)
Interest Expense		(1,261,870)	(1,199,652)	(1,214,944)
Other Expenditure		(2,830,570)	(2,423,642)	(448,163)
<b>Total Payments</b>		<b>(40,472,785)</b>	<b>(40,797,009)</b>	<b>(36,160,345)</b>
<b>Net Cash Flows From Operating Activities</b>	13(b)	<b>5,160,938</b>	<b>7,385,356</b>	<b>4,885,388</b>
<b>Cash Flows From Investing Activities</b>				
<b>Payments</b>				
Purchase of Land & Buildings		(11,428,513)	(7,489,329)	(987,180)
Purchase of Infrastructure Assets		(14,263,414)	(8,001,463)	(3,158,218)
Purchase of Plant and Equipment		(1,795,537)	(1,358,217)	(514,390)
Purchase of Furniture and Equipment		(310,640)	(206,920)	(112,678)
Work in Progress (Uncompleted Works)		0	(1,093,730)	(9,101,840)
	9(b)	<b>(27,798,104)</b>	<b>(18,149,659)</b>	<b>(13,874,306)</b>
<b>Receipts</b>				
Disposal of Plant & Equipment	4	358,000	222,466	157,414
Grant and contribution for the Development of Assets		5,826,041	2,163,779	8,762,083
		<b>6,184,041</b>	<b>2,386,245</b>	<b>8,919,497</b>
<b>Net Cash Flows From Investing Activities</b>		<b>(21,614,063)</b>	<b>(15,763,414)</b>	<b>(4,954,809)</b>
<b>Borrowings</b>				
Borrowings		0	0	7,930,994
Repayment of Borrowings	16	(978,853)	(1,089,036)	(692,052)
Net increase in Bonds and Deposits		0	(460,720)	(11,200)
<b>Net Cash Flows From Financing Activities</b>		<b>(978,853)</b>	<b>(1,549,756)</b>	<b>7,227,742</b>
<b>Net Increase/(Decrease) In Cash Held</b>		<b>(17,431,978)</b>	<b>(9,927,814)</b>	<b>7,158,322</b>
<b>Cash At Beginning of year</b>		<b>21,425,584</b>	<b>17,697,946</b>	<b>10,539,624</b>
<b>Cash and Cash Equivalents at End of Year</b>	13(a)	<b>3,993,606</b>	<b>7,770,132</b>	<b>17,697,946</b>

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

**CITY OF VINCENT  
RATE SETTING STATEMENT  
FOR THE YEAR ENDED 30TH JUNE 2013**

	Note	Original Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12 \$
<b>OPERATING REVENUE (Excluding Rates)</b>				
General Purpose Funding		2,539,300	2,581,230	3,081,611
Governance		39,500	15,028	32,381
Law, Order and Public Safety		139,210	212,851	164,551
Health		349,620	390,623	296,357
Education and Welfare		334,965	694,569	265,368
Community Amenities		1,072,700	1,576,817	1,217,666
Recreation and Culture		7,186,805	6,284,134	4,065,736
Transport		7,950,200	8,551,564	6,601,562
Economic Services		391,920	299,262	403,403
Other Property and Services		192,245	808,603	35,262
General Administration (Allocated)		1,960	21,290	1,506
		<b>20,198,425</b>	<b>21,435,971</b>	<b>16,165,403</b>
<b>LESS EXPENDITURE</b>				
General Purpose Funding		(562,355)	(539,358)	(644,299)
Governance		(2,223,385)	(2,260,373)	(2,546,266)
Law, Order and Public Safety		(1,223,195)	(1,248,138)	(1,146,436)
Health		(1,176,595)	(1,085,800)	(942,881)
Education and Welfare		(1,342,970)	(1,313,527)	(1,200,886)
Community Amenities		(8,525,650)	(8,422,997)	(8,329,694)
Recreation and Culture		(18,572,550)	(18,839,646)	(15,145,846)
Transport		(10,746,205)	(11,889,464)	(10,002,156)
Economic Services		(819,955)	(720,537)	(966,529)
Other Property and Services		(54,135)	(590,562)	(1,477,645)
General Administration (Allocated)		103,125	(2,754)	(51,490)
		<b>(45,143,870)</b>	<b>(46,913,156)</b>	<b>(42,454,128)</b>
		<b>(24,945,445)</b>	<b>(25,477,185)</b>	<b>(26,288,725)</b>
<b>NET OPERATING RESULT EXCLUDING RATES</b>				
<b>NON CASH EXPENDITURE AND REVENUE</b>				
Provision Employee Benefit (Non Current)		0	44,191	(28,795)
Deferred Rates (Non Current)		0	9,649	(4,980)
Write Back Non-Cash Items Depreciation		8,638,100	8,906,059	8,478,987
(Profit)/Loss on Asset Disposals		(213,840)	(137,942)	(1,539)
Contributions/Grant for the Development of Assets		5,886,041	2,163,779	8,762,083
		<b>(10,635,144)</b>	<b>(14,491,449)</b>	<b>(9,082,969)</b>
<b>ACQUISITION OF NON-CURRENT ASSETS</b>				
Purchase Buildings Assets		(11,289,000)	(7,489,329)	(987,180)
Purchase Infrastructure Assets		(13,916,365)	(8,001,463)	(3,158,218)
Purchase Plant & Equipment		(1,757,000)	(1,358,217)	(514,390)
Purchase Furniture & Equipment		(310,640)	(206,920)	(112,678)
Work In Progress (Uncompleted Works)		0	(1,093,730)	(9,101,840)
Proceed from Disposal of Assets		358,000	222,466	157,414
Proceeds of New Loan		0	0	8,065,000
Joint Venture Operations		0	(535,076)	166,921
Repayments Loan Capital		(978,853)	(1,089,036)	(692,052)
Transfer to Reserves		(2,804,150)	(4,943,541)	(17,224,762)
Transfer from Reserves		14,898,860	14,362,463	9,366,151
		<b>(15,799,148)</b>	<b>(10,132,383)</b>	<b>(14,035,634)</b>
		<b>(26,434,292)</b>	<b>(24,623,832)</b>	<b>(23,118,603)</b>
<b>DEMAND FROM RESOURCES</b>				
<b>ADD SURPLUS/(DEFICIT) 1 JULY 12 B/FWD</b>		<b>2,454,494</b>	<b>(3,005,281)</b>	<b>(2,296,766)</b>
<b>LESS SURPLUS/(DEFICIT) 30 JUNE 13 C/FWD</b>		<b>0</b>	<b>(3,803,161)</b>	<b>(3,005,281)</b>
<b>AMOUNT TO BE MADE UP FROM RATES</b>	23	<b>(23,979,798)</b>	<b>(23,825,952)</b>	<b>(22,410,088)</b>

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



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**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 pronouncement 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 effect 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**

Monies held in the Trust Fund, which Council holds in a custodian role, are excluded from the Financial Statements, but a separate Statement of those monies is disclosed in Note 19.

(c) Property, Plant and Equipment and Infrastructure

Each class of fixed assets is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

**Initial Recognition**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(c) Property, Plant and Equipment and Infrastructure (Continued)

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the Council and the cost of the item can be measured reliably. All other repairs and maintenance are recognised as expenses in the statement of comprehensive income in the period in which they are incurred.

***Application of Fair Value to Local Government Financial Reporting***

Regulation 17A of the Local Government (Financial Management) Regulations 1996 mandates the measurement of non-current assets at Fair Value effective from 1 July 2012.

The table provides the phased-in implementation of fair value in accordance with the timeframe below:

<b>Financial Year</b>	<b>Asset Group - Resources</b>
2012/13	Plant & Equipment and Furniture & Equipment
2013/14 or 2014/15 (alternate year to infrastructure)	Land and Buildings
2013/14 or 2014/15 (alternate year to Land and Buildings)	Infrastructure
2014/15	All other class of assets

Thereafter, in accordance with the regulation, each asset class must be revalued at least every 3 years.

The Council has commenced the process of adopting Fair Value in accordance with the Regulations. Relevant disclosures, in accordance with the requirements of Australian Accounting Standards, have been made in the financial report as necessary.

***Land Under Control***

In accordance with Local Government (Financial Management) Regulation 16(a), the Council is required to include as an asset (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

The Council does not have any crown land which comes under this regulation.

***Land Under Roads***

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 *Land Under Roads* and the fact Local Government (Financial Management) Regulation 16 (a) (i) prohibits local governments from recognising such land as an asset.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(c) Property, Plant and Equipment and Infrastructure (Continued)

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a) (i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local FM Reg 4 (2) Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

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

**Revaluation**

When performing a revaluation, the Council uses a mix of both independent and management valuations using the following as a guide:

Revalued assets are carried at their fair value being the price that would be received to sell the asset, in an orderly transaction between market participants at the measurement date (Level 1 inputs in the fair value hierarchy).

For land and buildings, fair value will be determined based on the nature of the asset class. For land and non-specialised buildings, fair value is determined on the basis of observable open market values of similar assets, adjusted for conditions and comparability at their highest and best use (Level 2 inputs in the fair value hierarchy).

With regards to specialised buildings, fair value is determined having regard for current replacement cost and both observable and unobservable costs. These include construction costs based on recent contract prices, current condition (observable Level 2 inputs in the fair value hierarchy), residual values and remaining useful life assessments (unobservable Level 3 inputs in the fair value hierarchy).

For infrastructure and other asset classes, fair value is determined to be the current replacement cost of an asset (Level 2 inputs in the fair value hierarchy) 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 (Level 3 inputs in the fair value hierarchy).

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the revalued amount 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.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(c) Property, Plant and Equipment and Infrastructure (Continued)

In addition, the amendments to the Financial Management Regulations mandating the use of Fair Value impose a further minimum of 3 years revaluation requirement. As a minimum, all assets carried at a revalued amount, will be revalued at least every 3 years.

***Transitional Arrangement***

During the time it takes to transition the carrying value of non-current assets from the cost approach to the fair value approach, the Council may still be utilising both methods across differing asset classes.

Those assets carried at cost will be carried in accordance with the policy detailed in the Initial Recognition section as detailed above.

Those assets carried at fair value will be carried in accordance with the Revaluation Methodology section as detailed above.

***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

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the assets carrying amount is greater than its estimated recoverable amount.



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(c) Property, Plant and Equipment and Infrastructure (Continued)

Gains and losses on disposal are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amount included in the revaluation surplus relating to that assets are transferred to retained earnings.

***Capitalisation Threshold***

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

(d) Intangible Assets

Easements

The Council has determined that under AASB 138, easements are valued on an historical cost basis, because it is unlikely that an active market in easements exists to allow for fair value measurement. Due to acquisition of easements at NIL values, no easements have been included in the financial report.

(e) 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 12 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 12 months from the reporting date represents the present value of the estimated future cash outflows to be made by the employer resulting from the employee's service to balance date. Those cash flow are discounted using market yields on national government bonds with terms of maturity that match the expected timing of cash flows.

(f) Trade and other receivables

Collectability of trade receivables is reviewed on an ongoing 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.

(g) Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the company, are classified as finance leases.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(g) Leases (Continued)

Finance leases are capitalised recording an asset and a liability at the lower amounts equal to the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual value. Leased payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease payments for operating leases, where substantially all the risk and benefits remain with the lessor, are charged as expenses in the period in which they are incurred.

Lease incentives under operating leases are recognised as liability and amortised on a straight line basis over the life of the lease term.

(h) 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.

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.

(i) 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 12 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.



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(j) Interest in Joint Venture

The Council is participant with 6 other Councils, namely the Cities of Joondalup, Wanneroo, Stirling, Perth and the Towns of Cambridge and Victoria Park.

The Council's interest in Joint Venture is accounted for by applying the equity method of accounting in the financial report. Under this method of accounting interest in a joint 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.

(k) 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 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.

(l) Trade and Other Payables

They represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City 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 30 days of recognition.

(m) 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. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the Statement of Financial Position.

Cash flows are presented on a Gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(n) Borrowing Costs

Borrowings costs are recognised as an expense when incurred except where they are directly attributed to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(o) Financial Instruments

**Initial recognition and measurement**

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transactions costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately

**Classification and subsequent measurement**

Financial assets are subsequently measured at fair value, amortised cost using the effective interest rate method or cost. Fair value represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

- (i) the amount at which the financial asset or financial liability is measured at initial recognition;
- (ii) less principal repayments;
- (iii) plus or minus the cumulative amortisation of the differences, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method; and
- (iv) less any reduction for impairment.

The effective interest method is used to allocate interest income or interest expense over the related period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

The Council does not designate any interest in subsidiaries, associates or joint venture entities as being subject to the requirements of accounting standards specifically applicable to financial instruments.

*(i) Financial assets at fair value through profit or loss*

Financial assets are classified at 'fair value through profit or loss' when they are either held for trading for the purpose of short term profit taking, derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(o) Financial Instruments (Continued)

*(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 are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period. (All other loans and receivables are classified as non-current assets).

*(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets that have fixed maturities and fixed or determinable payments, and it is the Council's intention to hold these investments to maturity. They are subsequently measured at amortised cost.

Held-to-maturity investments are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period. (All other investments are classified as current assets).

If during the period the Council sold or reclassified more than a significant amount of the held-to-maturity investments before maturity, the entire held-to-maturity investments category would be tainted and reclassified as available-for-sale.

*(iv) Available for sale financial assets*

Available-for-sale financial assets are non-derivative financial assets that are either not suitable to be classified into other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Available-for-sale financial assets are included in non-current assets, except for those which are expected to mature within 12 months after the end of the reporting period. (All other financial assets are classified as current assets).

*(v) Financial Liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

*(vi) Fair Value*

Fair value is determined based on current bid prices of all quoted investments. Valuation techniques are applied to determine the fair value of all unlisted securities, including arm's length transactions, reference to similar instruments and option pricing models.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(o) Financial Instruments (Continued)

**Derivative Instruments**

Derivative instruments are measured at fair value. Gains and losses arising from changes in fair value are taken to the statement of comprehensive income unless they are designated as hedges.

**Impairment**

At each reporting date, the Council assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether impairment has arisen. Impairment losses are recognised in the statement of comprehensive income.

**Derecognition**

Financial assets are derecognised where the contractual rights to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed is recognised in profit or loss.

(p) Provisions

Provisions are recognised when the Council has a present legal or constructive obligation as a result of past events, for which it is probable that an outflow of economic benefits will result and that can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(q) Impairment

In accordance with Australian Accounting Standards the City'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 impairment test is carried out on the assets by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other standard.

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) Rounding

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



**CITY OF VINCENT**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2013**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(s) Comparatives

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

When the Council applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statement, a statement of financial position as at the beginning of the earliest period will be disclosed.

(t) 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.

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

The AASB has issued a number of new and amended Australian Accounting Standards and Interpretations that have mandatory applications dates for the future reporting periods, some of which are relevant to the Council.

Management's assessment of the new and amended pronouncement that is relevant to the Council, applicable to future reporting periods and which have not yet been adopted are set out as follows.

(i) *AASB 9 – Financial Instruments*

Issued	December 2009
Applicable	1 January 2013
Impact	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 2012-6 Amendments to Australian Accounting Standards – mandatory effective date of AASB and Transition Disclosures*

Issued	September 2012
Applicable	Deferred AASB 9 until 1 January 2015
Impact	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.

(iii) *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]*

Issued	December 2009
Applicable	1 January 2013
Impact	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).

**CITY OF VINCENT**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2013**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

- (u) New Accounting Standards and Interpretations for Application in Future Periods (Continued)
- (iv) *AASB 2010 - 7 Amendments to Australian Accounting Standards arising from AASB 9 [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]*  
 Issued December 2010  
 Applicable 1 January 2013  
 Impact 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).
- (v) *AASB 2010 -10 – Consolidation Financial Statement*  
*AASB 11 – Joint Arrangements*  
*AASB 12 – Disclosure Of Interests in Other Entities*  
*AASB 127 – Separate Financial Statements*  
*AASB 128 – Investments in Associates and Joint Ventures*  
*AASB 2011 – 7 Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangement Standards [AASB 1, 2, 3, 5, 7, 9, 2009-11, 101, 107, 112, 118, 121, 124, 132, 133, 131, 138, 139, 1023 & 1038 and Interpretations 5, 9, 16 & 17]*  
 Issued August 2011  
 Applicable 1 January 2013  
 Impact Nil – None of these except for AASB128, are expected to have significant application to the operations of the Council. With respect to AASB 128, where the Council has an interest in a Joint Venture, the requirements of AASB 128 supercede those of the current Joint Venture Standard AASB 131. The new standard more clearly defines the accounting treatment and disclosure in relation to it. Due to the nature of the Joint Venture, it is not expected to have a significant impact on the Council.
- (vi) *AASB 2011 – 9 Amendments to Australian Accounting Standards – Presentation of Items of Other Comprehensive Income [AASB 1, 5, 7, 101, 112, 120, 121, 132, 133, 134, 1039 & 1049]*  
 Issued September 2011  
 Applicable 1 July 2013  
 Impact The main change embodied in this standard is the requirement to group items presented in other comprehensive income on the basis of whether they are potentially reclassifiable to profit or loss subsequently. It effects presentation only and is not expected to significantly impact the Council.
- (vii) *AASB 119 – Employee Benefits*  
*AASB 2011 – 10 Amendments to Australian Accounting Standards arising from AASB 119 [AASB 1, 8, 101, 124, 134, 1049 & 2011 – 8 and Interpretation 14]*  
 Issued September 2011  
 Applicable 1 January 2013  
 Impact The changes in relation to defined benefit plans contained in this standard are not expected to significantly impact the Council nor are the changes to AASBs in relation termination benefits.



**CITY OF VINCENT**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30TH JUNE 2013**

**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(u) New Accounting Standards and Interpretations for Application in Future Periods (Continued)

(viii) *AABS 2012 – 2 Amendments to Australian Accounting Standards – Disclosure – Offsetting Financial Assets and Financial Liabilities [AASB 7 & 32]*

Issued	June 2012
Applicable	1 January 2013
Impact	Principally amends AASB 7: Financial Instruments: Disclosure to require entities to include information that will enable users of their financial statements to evaluate the effect or potential effect of netting arrangements, including rights of set-off associated with the entity's recognised financial assets and recognized financial liabilities, on the entity's financial position. This Standard is not expected to significantly impact on the Council's financial statements.

(ix) *AASB 2012-3: Amendments to Australian Accounting Standards – Offsetting Financial Assets and Financial Liabilities [AASB 132]*

Issued	June 2013
Applicable	1 January 2014
Impact	This Standard adds application guidance to AASB 132: Financial Instruments: Presentation to address potential inconsistencies identified in applying some of the offsetting criteria of AASB 132, including clarifying the meaning of "currently has a legally enforceable right of set-off" and that some gross settlement systems may be considered equivalent to net settlement. This Standard is not expected to significantly impact on the Council's financial statements.

(x) *AASB 2012-5: Amendments to Australian Accounting Standards arising from Annual Improvements 2009-2011 Cycle. [AASB 1, 101, 116, 132, 134 and Interpretation 2]*

Issued	June 2012
Applicable	1 January 2013
Impact	Outlines changes to the various standards and interpretations as listed. These topics are not currently relevant to Council, nor are they expected to be in the futures. As a consequence, this Standard is not expected to significantly impact on the Council's financial statements.

(xi) *AASB 2012-10: Amendments to Australian Accounting Standards- Transition Guidance and Other Amendments. [AASB 1, 5, 5, 7, 7, 8, 10, 11, 12, 101, 102, 108, 112, 118, 119, 127, 128, 132, 133, 134, 137, 1023, 1038, 1039, 1049 & 2011-7 and Interpretations 12]*

Issued	December 2012
Applicable	1 January 2013
Impact	Mainly consequential changes relating to transition guidance. It is not expected to have a significant impact on Council.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**1. SIGNIFICANT ACCOUNTING POLICIES (Continued)**

(v) Adoption of New and Revised Accounting Standards

During the current year, the Council adopted all 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 2010 - 8  
AASB 2011 - 3  
AASB 2011 - 13

The standards adopted had a minimal effect on the accounting and reporting practices of the Council as they were either not applicable, largely editorial in nature, were revisions to help ensure consistency with presentation, recognition and measurement criteria of IFRSs or related to topics not relevant to operations.

The Council also chose to early adopt AASB 13 – Fair Value Measurement as allowed for in the standard. For further details with respect to this early adoption, refer to Note 1(c).

(w) Events after the Reporting Period

On the 28 July 2013, the Premier and the Minister for Local Government announced the Local Government Structural Reform and proposed amalgamations. 30 existing Metropolitan Local governments will be reduced to 14. Boundary changes/amalgamations to be effective from 1 July 2015.

All Metropolitan Local Governments are required to make a submission to the Local Government advisory board, by the 4 October 2013, on the Governments proposed amalgamations.



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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## **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 City of Vincent.

### **Council Mission Statement**

"Enhancing and celebrating our diverse Community"

### **Council Vision Statement**

Our Vision is for Vincent to be a sustainable and caring community built with vibrancy and diversity.

### **Our Purpose**

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

### **Our Guiding Values**

The guiding values of City 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 wellbeing and needs of our employees and community and value each other's 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.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

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**2. COMPONENT FUNCTIONS/ACTIVITIES (Continued)**

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 City. These include Members of Council and other costs involved in supporting members and governing the City.

**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 coordinating welfare, disability and youth services and donations to various community welfare groups serving the City.

**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 and 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 is also covered.

**ECONOMIC SERVICES**

This programme covers costs associated with building control and area promotion.

CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
 FOR THE YEAR ENDED 30TH JUNE 2013

2. COMPONENT FUNCTIONS/ACTIVITIES (Continued)

**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.

3. REVENUE AND EXPENSES

(a) SIGNIFICANT REVENUE

Other Revenue	Actual 2012/13 \$
Other Property and Services	
Sale of Land in Tamala Park Regional Council Joint Venture	<u>942,959</u>

(b) REMUNERATION OF AUDITORS

	Actual 2012/13 \$	Actual 2011/12 \$
Auditing the Financial Reports	18,560	17,780
Financial Management Review	11,029	9,000
Other audit services	1,670	1,856
	<u>31,259</u>	<u>28,636</u>

(c) INTEREST EARNINGS

Interest Earnings	Revised Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12\$
Municipal	855,870	624,073	802,566
Reserve	535,000	619,293	784,134
	<u>1,390,870</u>	<u>1,243,366</u>	<u>1,586,700</u>

CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
 FOR THE YEAR ENDED 30TH JUNE 2013

3. REVENUE AND EXPENSES (Continued)

(d) DEPRECIATION

Depreciation expense for the financial year was charged in respect of:

	Actual 2012/13 \$	Actual 2011/12 \$
Buildings	3,336,439	3,303,518
Infrastructure Assets	4,285,353	3,951,840
Plant and Mobile Equipment	1,077,816	1,032,841
Office Furniture and Equipment	206,451	190,788
	<b>8,906,059</b>	<b>8,478,987</b>

4. DISPOSAL OF ASSETS BY CLASS YEAR ENDED 30 JUNE 2013

	Budget Net Book Value \$	Actual Net Book Value \$	Budget Sale Price \$	Actual Sale Price \$	Budget Gain (Loss) \$	Actual Gain (Loss) \$
Plant and Mobile Equipment	144,160	84,524	358,000	214,203	213,840	129,679
Furniture and Equipment	0	0	0	8,263	0	8,263
<b>Total</b>	<b>144,160</b>	<b>84,254</b>	<b>358,000</b>	<b>222,466</b>	<b>213,840</b>	<b>137,942</b>

5. CONDITIONS OVER CONTRIBUTIONS

	Actual 2012/13 \$	Actual 2011/12 \$
Grants recognised as revenues in previous reporting period and which were not expended at the close of the previous reporting period	(19,037)	31,340
Add: New grant which were recognised as revenue during the reporting period	190,552	137,790
Total Grant available	<b>171,515</b>	<b>169,130</b>
Less Grants expended during the reporting period in the manner specified by the grantor were:		<b>188,167</b>
Total Expenditure 2011/12	0	<b>188,167</b>
Less: Grants which were expended as revenue in a current reporting period and were expended during the current period in the manner specified by the grantor were:		
Lawler Street – Elma Street to Bedford Street	30,351	
Haynes Street – Charles Street to Eton Street	41,727	
Kaloorlie Street – Anzac Road to Ashby Street	60,235	
Tasman Street – Brady Street to Egina Street	40,802	
Total Expenditure 2012/13	<b>173,115</b>	<b>0</b>
Expenditure exceeded grants received		
Closing balances of unexpended grants	<b>(1,600)</b>	<b>(19,037)</b>

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

**6. TRADE AND OTHER RECEIVABLES**

<b>Current</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Rates	(28,465)	60,357
Works and Services	866,228	172,512
Property Rental/Leases	76,449	66,614
Other	765,433	901,587
Accrued Income	456,485	487,464
Infringements	1,695,961	1,429,228
Less: Provision for Impairment of Receivables	(109,728)	(107,264)
	<b>3,722,363</b>	<b>3,010,498</b>
<b>Non Current</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Pensioners' Rates Deferred	196,495	206,144
Works and Services	0	553,159
	<b>196,495</b>	<b>759,303</b>

**Pensioners' Rates Deferred**

The amount of \$196,495 in 2012/13 relates to Council Rates deferred by pensioners in accordance with the Rates and Charges (Rebates and Deferments) Act 1992. During the 2011/12 year the deferred rates amounted to \$206,144.

**7. OTHER ASSETS**

<b>Current</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Investments - Shares in North Perth Community Financial Services Limited	11,000	11,000
Deposits and prepayments	18,817	91,279
	<b>29,817</b>	<b>102,279</b>

Investments are made in accordance with the Western Australia Trustee Act 1962 (as amended). All investments are recorded at cost.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30TH JUNE 2013**

**8 (a) TRADE AND OTHER PAYABLES**

<b>Current</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Creditors	2,726,464	184,883
Deposits and Income in Advance	117,035	523,786
Contribution Liabilities	1,303,987	1,463,237
Accrued Expenses	792,853	2,300,982
	<b>4,940,339</b>	<b>4,472,888</b>

**(b) PROVISIONS**

<b>Current</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Annual Leave	1,657,980	1,446,364
Long Service Leave	1,105,304	1,107,918
	<b>2,763,284</b>	<b>2,554,282</b>

<b>Non Current</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Long Service Leave	300,318	256,127
	<b>300,318</b>	<b>256,127</b>



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

**9. (a) PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE ASSETS**

	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Land at cost	7,568,209	7,716,078
	<u>7,568,209</u>	<u>7,716,078</u>
Buildings at management valuation	151,044,633	132,709,424
Less Accumulated Depreciation	(52,375,066)	(49,038,627)
	<u>98,669,567</u>	<u>83,670,797</u>
Roads, Footpaths and Right of Ways at management valuation	97,446,194	94,776,749
Less Accumulated Depreciation	(50,144,302)	(47,582,512)
	<u>47,301,892</u>	<u>47,194,237</u>
Drainage at cost	25,075,473	24,756,838
Less Accumulated Depreciation	(10,472,317)	(10,162,767)
	<u>14,603,156</u>	<u>14,594,071</u>
Park Development at cost	17,736,679	13,761,772
Less Accumulated Depreciation	(3,315,303)	(2,631,009)
	<u>14,421,376</u>	<u>11,130,763</u>
Car Park Development at cost	10,987,720	10,866,427
Less Accumulated Depreciation	(3,163,834)	(2,980,524)
	<u>7,823,886</u>	<u>7,885,903</u>
Other Infrastructure Assets at cost	9,854,362	8,937,180
Less Accumulated Depreciation	(4,391,821)	(3,845,413)
	<u>5,462,541</u>	<u>5,091,767</u>
Plant and Mobile Equipment at management valuation	11,021,084	9,094,169
Less Accumulated Depreciation	(6,069,503)	(5,639,192)
	<u>4,951,581</u>	<u>3,454,977</u>
Office Furniture and Equipment at management valuation	4,079,857	3,712,856
Less Accumulated Depreciation	(3,373,324)	(3,166,872)
	<u>706,533</u>	<u>545,984</u>
Total Work in Progress	1,093,731	10,845,881
<b>Total Property, Plant and Equipment and Infrastructure Assets</b>	<u><u>202,602,472</u></u>	<u><u>192,130,458</u></u>

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

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**9. (a) PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE ASSETS**

**Revaluation of Property, Plant and Equipment, Furniture and Equipment and Infrastructure Assets**

**Land and Buildings**

Land is recorded in the financial statements at cost.

The last revaluation of the building was undertaken by an independent licensed valuer in September 2008. The basis of valuation is recorded at current replacement value.

In 2013/2014 financial year, land and buildings are scheduled to be revalued and recognized at fair value using an independent valuer complying with AASB 116.

**Infrastructure Assets**

During the 2011/12 financial year the City moved from the Roman I to RAMM. Revaluation of the roads, Footpath and Right of Ways was undertaken by the new RAMM system. In case of roads and footpath there is no active market, resulting in the fair value being determined as the current replacement costs less accumulated depreciation to reflect the already consumed or expired future economic benefits. This approach is consistent with AASB 116.631 and AASB 116.33.

The City's policy is to depreciate on a straight-line basis which is consistent with the allowed approaches as per AASB 116.60-62. The valuation model contained in the RAMM software calculated the depreciated replacement of the roads factoring in the age and actual condition of each section of road.

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".

**Plant and Equipment**

The City's plant and equipment were revalued at 30 June 2013 by management valuation. A threshold of \$3,000 written down value was established to determine those assets to be revalued. All of the valuation was made on the basis of open market values of similar assets adjusted for condition and comparability (Level 2 inputs in the fair value hierarchy).

The revaluation resulted in an overall increase of \$1,300,727 in the net value of the City and was credited to the revaluation surplus having regards for their current replacement costs, condition assessment (Level 2 inputs in the fair value hierarchy), residual values and remaining estimated useful life (Level 3 inputs).

**Furniture and Equipment**

The City's furniture and equipment were revalued at 30 June 2013 by management valuation except for the art collection which was revalued by independent valuer. A threshold of \$1,000 written down value was established to determine those assets to be revalued except the art collection. The valuation of the furniture and equipment were made having regard for their current replacement cost, condition assessment (Level 2 inputs in the fair value hierarchy), residual values and remaining estimated useful life (Level 3 inputs).

Given the significance of the level 3 inputs into the overall fair value measurement, the assets are deemed to have been valued using level 3 inputs. These level 3 inputs are based on assumption with regards to future values and patterns of consumption utilising current information. The revaluation resulted in an increase in the net value of the City's furniture and equipment. This increase of \$160,080 was credited to the revaluation surplus in the City's equity (refer note 10b) for further details and was recognised as changes on Revaluation of non-current assets in the Statement of Comprehensive Income.



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

**9. (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 DEVELOP	CARPARK DEVELOP	OTHER INFRASTRUCTURE ASSETS	WORK IN PROGRESS	TOTAL
Balance at beginning of year	7,716,078	83,670,797	3,454,977	545,984	47,194,237	14,594,071	11,130,763	7,885,903	5,091,767	10,845,881	192,130,458
Additions		7,489,328	1,358,217	206,920	2,669,445	318,635	3,974,907	121,293	917,183	1,093,731	18,149,659
Boundary Transfer											0
Transfers between assets classes	(147,869)	10,845,881								(10,845,881)	(147,869)
Revaluation increments / (decrements)			1,300,727	160,080							1,460,807
Disposals			(84,524)								(84,524)
Depreciation Expense		(3,336,439)	(1,077,816)	(206,451)	(2,561,790)	(309,550)	(684,294)	(183,310)	(546,409)	0	(8,906,059)
Carrying Amount at end of year	7,568,209	98,669,567	4,951,581	706,533	47,301,892	14,603,156	14,421,376	7,823,886	5,462,541	1,093,731	202,602,472

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

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**10. CASH RESERVES**

On restructuring of the City of Perth, the City of Vincent was provided with several specific cash reserves which were transferred to the City by Order of the Governor under Section 13 of the Local Government Act 1960. The City 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 1994/95 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 the City.

**c. LOFTUS RECREATION CENTRE RESERVE**

This reserve was established in 1994/95. 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 1994/95. 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 the 23 October 2001 it was resolved to alter the name of this reserve to the Waste Management Plant and Equipment Reserve fund to reflect its use.

**g. LAND AND BUILDINGS 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.



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

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**10. CASH RESERVES (Continued)****h. CAPITAL RESERVE**

This was established in 1995/96 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 1996/97 for the purpose of providing for major renovation and maintenance/repairs associated with the new Administration and Civic Centre.

**j. CARPARKING 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 City.

**l. AGED PERSONS AND SENIOR CITIZENS RESERVE**

This reserve was established in 1997/98 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 City's boundaries.

**m. LEEDERVILLE OVAL RESERVE**

This reserve was established in 1998/99 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 of the 30 October 2001 it was resolved to change the future use of this reserve to include the following:

*“and for works associated with the maintenance, repairs, upgrade and replacement of Leederville Oval buildings, fixtures, fittings and associated land.”*

**n. HERITAGE LOAN RESERVE**

This reserve was established in 1998/99 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.

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

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**10. CASH RESERVES (Continued)****o. UNDERGROUND POWER RESERVE**

This reserve was established in 1998/99 with the allocation of \$20,000 for the purpose of funding Councils possible contribution to underground power projects considered by State Government.

**p. LIGHT VEHICLE FLEET RESERVE**

This reserve has been established to fund the replacement of the light vehicle fleet, which is now contracted to occur every three years. An annual transfer will be 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.

**q. PERTH OVAL RESERVE**

At the Special Council meeting of 30 October 2001 it was resolved to establish a new Reserve Fund for Perth Oval and associated land for the following purpose:

*“works associated with the maintenance, repairs, upgrade and replacement of Perth Oval buildings, fixtures, fittings and associated land.”*

**r. STRATEGIC WASTE MANAGEMENT RESERVE**

At the Ordinary Meeting of Council, held on 23 October 2001, it was agreed to establish a new Strategic Waste Management Reserve for the following purpose:

*“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).”*

**s. STATE INDOOR MULTI-USE SPORTS CENTRE RESERVE**

At the Ordinary Meeting of Council, held on 23 July 2002, it was agreed to establish a new State Indoor Multi-Use Sports Centre Reserve for the following purpose:

*“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.”*

**t. OFFICE BUILDING RESERVE – 246 VINCENT STREET**

At the Ordinary Meeting of Council, held on 13 May 2003, it was agreed to establish a new Office Building Reserve for the following purpose:

*“For major building upgrade/maintenance/repairs/renovation and replacement of fixtures and fittings associated with the new Office Building and Land.”*

**u. HYDE PARK LAKE RESERVE**

At the Special Meeting of Council held on 12 July 2005, it was agreed to establish a reserve for works associated with the investigation, maintenance, remedial works and the rehabilitation of the Hyde Park Lakes and surrounds.



**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

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**10. CASH RESERVES (Continued)****v. PARKING FACILITY RESERVE**

At the Special Meeting of Council held on 2 July 2008, it was agreed to establish a reserve for works associated with the purchase, maintenance and operation of parking ticket machines.

**w. PARKING FUNDED SUSTAINABLE TRANSPORT INITIATIVES RESERVE**

At the Special Council Meeting held on 17 May 2011, a new Reserve was established for the provision of sustainable transport initiatives and modes and including, but not limited to, the provision and maintenance of footpaths, cycle ways and other cycling support facilities, bus shelter and other transit facilities.

**x. PARKING FUNDED CITY CENTRE AND PARKING BENEFIT DISTRICTS UPGRADE AND PROMOTION RESERVE**

At the Special Council Meeting held on 17 May 2011, it was agreed to establish a Parking Funded City Centre Parking Benefits Districts Upgrade and Promotion Reserve. This Reserve is for the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the City of Vincent, City Centre's and the promotion of those City Centre's as well as works associated with any Parking Benefit Districts as determined by the Council.

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;
- Hyde Park Lake Reserve;
- Land and Building Asset Acquisition Reserve;
- Leederville Oval Reserve;
- Office Building Reserve – 246 Vincent Street;
- Parking Facility Reserve;
- Parking Funded Sustainable Transport Initiatives Reserve; and
- Parking Funded City Centre and Parking Benefit Districts Upgrade and Promotion Reserve.
- Perth Oval Reserve;
- State Indoor Multi-Use Sports Centre Reserve;
- Strategic Waste Management Reserve;

The following reserve funds are established to minimize 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;
- Underground Power Reserve;
- Waste Management and Plant Equipment Reserve.

**CITY OF VINCENT**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2013**

**10. CASH RESERVES (Continued)**

	<b>Revised Budget 2012/13 \$</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
<b>Administration Centre Reserve</b>			
Opening Balance 1 July 2012	69,001	114,260	127,706
Transfer from Accumulated Surplus	202,131	209,823	109,733
Transfer to Accumulated Surplus	(236,000)	(7,076)	(123,179)
Closing Balance 30 June 2013	35,132	317,007	114,260
<b>Aged Persons and Senior Citizens Reserve</b>			
Opening Balance 1 July 2012	3,091,865	3,096,072	2,831,513
Transfer from Accumulated Surplus	95,479	150,525	264,559
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2013	3,187,344	3,246,597	3,096,072
<b>Beatty Park Leisure Centre Reserve</b>			
Opening Balance 1 July 2012	8,550,567	7,690,180	2,933,459
Transfer from Accumulated Surplus	584,048	1,756,060	12,752,286
Transfer to Accumulated Surplus	(9,100,000)	(9,444,255)	(7,995,565)
Closing Balance 30 June 2013	34,615	1,985	7,690,180
<b>Capital Reserve</b>			
Opening Balance 1 July 2012	161,910	106,269	327,503
Transfer from Accumulated Surplus	145,000	147,989	107,666
Transfer to Accumulated Surplus	(275,537)	(157,419)	(328,900)
Closing Balance 30 June 2013	31,373	96,839	106,269
<b>Car Parking Development Reserve</b>			
Opening Balance 1 July 2012	218,188	240,574	11,176
Transfer from Accumulated Surplus	206,738	172,319	229,398
Transfer to Accumulated Surplus	(270,299)	(73,063)	0
Closing Balance 30 June 2013	154,627	339,830	240,574
<b>Office Building Reserve – 246 Vincent Street</b>			
Opening Balance 1 July 2012	434,278	435,020	341,425
Transfer from Accumulated Surplus	85,411	94,774	93,595
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2013	519,689	529,794	435,020
<b>Electronic Equipment Reserve</b>			
Opening Balance 1 July 2012	67,176	86,461	62,393
Transfer from Accumulated Surplus	77,074	80,704	54,429
Transfer to Accumulated Surplus	(134,100)	(6,389)	(30,361)
Closing Balance 30 June 2013	10,150	160,776	86,461

**CITY OF VINCENT**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2013**

**10. CASH RESERVES (Continued)**

	Revised Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12 \$
<b>Hyde Park Lake Reserve</b>			
Opening Balance 1 July 2012	3,005,567	2,500,114	258,178
Transfer from Accumulated Surplus	176,374	841,517	2,597,965
Transfer to Accumulated Surplus	(3,115,170)	(3,062,005)	(356,029)
Closing Balance 30 June 2013	66,771	279,626	2,500,114
<b>Land &amp; Building Asset Acquisition Reserve</b>			
Opening Balance 1 July 2012	239,243	239,568	224,222
Transfer from Accumulated Surplus	7,388	11,646	15,346
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2013	246,631	251,214	239,568
<b>Leederville Oval Reserve</b>			
Opening Balance 1 July 2012	226,742	227,147	192,756
Transfer from Accumulated Surplus	53,352	58,447	58,940
Transfer to Accumulated Surplus	0	0	(24,549)
Closing Balance 30 June 2013	280,094	285,594	227,147
<b>Light Fleet Replacement Reserve</b>			
Opening Balance 1 July 2012	2,183	2,385	171,518
Transfer from Accumulated Surplus	327,067	330,117	107,630
Transfer to Accumulated Surplus	(270,000)	(217,238)	(276,763)
Closing Balance 30 June 2013	59,250	115,264	2,385
<b>Loftus Community Centre Reserve</b>			
Opening Balance 1 July 2012	18,751	18,788	12,167
Transfer from Accumulated Surplus	6,379	6,493	6,621
Transfer to Accumulated Surplus	(10,700)	(10,700)	0
Closing Balance 30 June 2013	14,430	14,581	18,788
<b>Loftus Recreation Centre Reserve</b>			
Opening Balance 1 July 2012	36,043	40,740	31,871
Transfer from Accumulated Surplus	75,113	174,833	77,250
Transfer to Accumulated Surplus	(96,090)	(96,090)	(68,381)
Closing Balance 30 June 2013	15,066	119,483	40,740
<b>Parking Facility and Equipment Reserve</b>			
Opening Balance 1 July 2012	272,254	248,447	159,471
Transfer from Accumulated Surplus	108,407	114,092	113,336
Transfer to Accumulated Surplus	(24,000)	(21,034)	(24,360)
Closing Balance 30 June 2013	356,661	341,505	248,447

**CITY OF VINCENT**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2013**

**10. CASH RESERVES (Continued)**

	Revised Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12 \$
<b>Perth Oval Reserve</b>			
Opening Balance 1 July 2012	273,305	270,174	290,154
Transfer from Accumulated Surplus	8,440	4,168	52,570
Transfer to Accumulated Surplus	(225,313)	(273,313)	(72,550)
Closing Balance 30 June 2013	56,432	1,029	270,174
<b>Plant and Equipment Reserve</b>			
Opening Balance 1 July 2012	846,820	795,764	747,065
Transfer from Accumulated Surplus	113,428	129,682	100,834
Transfer to Accumulated Surplus	(655,000)	(399,753)	(52,135)
Closing Balance 30 June 2013	305,248	525,693	795,764
<b>State Indoor Multi Use Sport Centre Reserve</b>			
Opening Balance 1 July 2012	30,165	40,625	0
Transfer from Accumulated Surplus	9,932	11,179	40,625
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2013	40,097	51,804	40,625
<b>Strategic Waste Management Reserve</b>			
Opening Balance 1 July 2012	72,627	72,726	68,067
Transfer from Accumulated Surplus	2,243	3,536	4,659
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2013	74,870	76,262	72,726
<b>Underground Power Reserve</b>			
Opening Balance 1 July 2012	173,558	173,794	162,661
Transfer from Accumulated Surplus	5,360	8,450	11,133
Transfer to Accumulated Surplus	0	0	0
Closing Balance 30 June 2013	178,918	182,244	173,794
<b>Waste Management Reserve</b>			
Opening Balance 1 July 2012	490,887	491,769	371,444
Transfer from Accumulated Surplus	304,350	319,688	120,325
Transfer to Accumulated Surplus	(650,000)	(368,740)	0
Closing Balance 30 June 2013	145,237	442,717	491,769
<b>Parking Funded City Centre Upgrade Reserve</b>			
Opening Balance 1 July 2012	152,792	139,552	0
Transfer from Accumulated Surplus	154,718	157,077	152,931
Transfer to Accumulated Surplus	(253,000)	(213,734)	(13,379)
Closing Balance 30 June 2013	54,510	82,895	139,552



CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
 FOR THE YEAR ENDED 30 JUNE 2013

10. CASH RESERVES (Continued)

	Revised Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12
<b>Parking Funded Transport Initiative Reserve</b>			
Opening Balance 1 July 2012	152,792	152,931	0
Transfer from Accumulated Surplus	154,718	160,422	152,931
Transfer to Accumulated Surplus	(25,000)	(11,654)	0
Closing Balance 30 June 2013	282,510	301,699	152,931
<b>TOTAL RESERVES</b>	<b>6,149,655</b>	<b>7,764,438</b>	<b>17,183,360</b>

All of the reserve accounts are supported by money held in financial institution and match the amount shown as restricted cash and restricted investments in Note 12 to this financial report.

11. ASSET REVALUATION RESERVES

Asset revaluation reserves have arise on revaluation of the following classes of non-current assets

	Actual 2012/13 \$	Actual 2011/12 \$
<b>PLANT AND EQUIPMENT</b>		
Opening Balance	0	0
Revaluation Increment	1,300,727	0
Revaluation Decrement	0	0
Closing Balance	<b>1,300,727</b>	<b>0</b>
<b>FURNITURE AND EQUIPMENT</b>		
Opening Balance	0	0
Revaluation Increment	160,080	0
Revaluation Decrement	0	0
Closing Balance	<b>160,080</b>	<b>0</b>
<b>Buildings</b>		
Opening Balance	34,963,560	34,963,560
Revaluation Increment	0	0
Revaluation Decrement	0	0
Closing Balance	<b>34,963,560</b>	<b>34,963,560</b>
<b>Roads, Right of Ways and Footpaths</b>		
Opening Balance	20,161,478	18,119,594
Revaluation Increment	0	2,041,884
Revaluation Decrement	0	0
Closing Balance	<b>20,161,478</b>	<b>20,161,478</b>
<b>TOTAL ASSET REVALUATION RESERVES</b>	<b>56,585,845</b>	<b>55,125,038</b>

CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
 FOR THE YEAR ENDED 30 JUNE 2013

12. CASH AND CASH EQUIVALENTS

	Actual 2012/13\$	Actual 2011/12 \$
Unrestricted	5,694	1,142,607
Restricted	7,764,438	17,183,360
	<u>7,770,132</u>	<u>18,325,967</u>

The following restrictions have been imposed by regulations or other externally imposed requirements:-

	Note	Actual 2012/13 \$	Actual 2011/12 \$
Reserves	10	7,764,438	17,183,360
		<u>7,764,438</u>	<u>17,183,360</u>



CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
 FOR THE YEAR ENDED 30 JUNE 2013

13. NOTES TO THE STATEMENT OF CASH FLOWS

(a) RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, the City 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 2012/13 \$	Actual 2011/12 \$
Cash and Cash Equivalents	<u>7,770,132</u>	<u>17,697,946</u>

(b) RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO NET RESULT

	Actual 2012/13 \$	Actual 2011/12 \$
Change in Net Assets Resulting from Operations	1,455,504	4,883,446
Adjustment for items not involving the movement of Cash:		
Depreciation	8,906,059	8,478,987
Non cash contribution	(535,076)	166,921
(Gain)/Loss on Sale of Property, Plant and Equipment	(1,080,901)	(1,539)
	<u>8,745,586</u>	<u>13,527,815</u>
Revenues Provided by:		
Government Grants for the Development of Assets	(2,163,779)	(8,762,083)
	<u>(2,163,779)</u>	<u>(8,762,083)</u>
Change in Operating Assets and Liabilities		
Increase/(Decrease) in Provisions	253,194	269,184
Increase/(Decrease) Income Received in Advance	(89,805)	(86,948)
Increase/(Decrease) in Accrued Expenses	(360,390)	22,525
Increase/(Decrease) in Creditors	931,671	(36,722)
Decrease/(Increase) in Debtors	311,117	(543,184)
Decrease/(Increase) in Prepayments	72,463	31,826
(Increase)/Decrease in Stock on Hand	31,941	17,740
Increase/(Decrease) in GST Movement	(99,785)	112,074
(Increase)/Decrease in Accrued Interest	(246,857)	333,161
	<u>803,549</u>	<u>119,656</u>
<b>Net Cash Provided by Operating Activities</b>	<u><b>7,385,356</b></u>	<u><b>4,885,388</b></u>

**CITY OF VINCENT  
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**14. SUPERANNUATION**

The City 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 Australian Super – City of Perth 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 the future Fund management. The City's Director Corporate Services is the representative for the three Cities on the Australian Super – City of Perth Superannuation Plan Consultative Committee.

The latest available audited financial report of the plan as at 30 June 2012, which was not subject to audit qualification, indicated that the assets of the plan are sufficient to meet accrued benefits.

The amount of statutory superannuation contributions paid by the Council during the reporting period was \$1,319,002. During the 2011/2012 year the contributions were \$1,163,722.

**15. CONTINGENT LIABILITIES****MINDARIE REGIONAL COUNCIL**

On the 25 September 2007, a Council Meeting was held at City 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 City's maximum exposure under the Deed of Guarantee is \$7.33 million. The Deed of Guarantee will only crystallise if:

- a. Mindarie Regional Council is unable to meet the payments and there is a Mindarie Regional Council default under the Resource Recovery Facility Agreement (RRFA);
- b. 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.



CITY OF VINCENT  
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16(a). Borrowings

Loan Purpose	Loan No.	Lender	Date Advanced or Renegotiated	Duration (Years)	Maturity Date	Principal	Interest Rate %	Instalments \$	Frequency (Periods/Year)	Balance as at 1 July 2012	Budget Loan Repayment	Principal Repayment During Year Ending 30 June 2013	Interest Repayment During Year Ending 30 June 2013	Total Repayment During Year Ending 30 June 2013	Balance as at 30 June 2013
Office Building	2	W.A. Treasury Corp	1/12/2003	15	1/12/2019	6,509,470	6.48%	41,592	12	6,399,007	79,397	79,397	412,442	491,839	6,319,610
Loftus Centre - Belgravia	5	W.A. Treasury Corp	2/07/2007	20	1/07/2027	3,000,000	6.35%	22,099	12	2,569,605	105,045	105,045	160,148	265,193	2,464,560
Loftus Centre UG Carpark	6B	W.A. Treasury Corp	1/08/2012	10	1/08/2022	2,222,954	3.85%	22,348	12	2,266,329	87,300	197,753	142,986	340,739	2,068,576
81 Angove Street	7	W.A. Treasury Corp	17/12/2009	10	2/12/2019	1,600,000	6.18%	18,591	12	1,336,291	144,558	144,558	78,534	223,092	1,191,733
Parking Ticket machines	9	W.A. Treasury Corp	1/03/2011	3	1/03/2014	960,000	5.51%	32,327	12	645,746	361,375	361,375	26,545	387,920	284,371
Beatty Park Redevelopment *	10	W.A. Treasury Corp	3/01/2012	20	3/01/2032	8,065,000	5.49%	56,335	12	8,065,000	200,909	200,908	615,963	816,871	7,864,092
						<b>22,357,424</b>						<b>1,089,036</b>	<b>1,436,618</b>	<b>2,525,654</b>	<b>20,192,942</b>

Loan Liability

Note: The bank loans are secured by mortgages over the property and the revenue of the Council.

**CITY OF VINCENT  
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**16(b). LONG TERM BORROWINGS (Continued)**

	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
<b>Current</b>		
Debentures	1,092,353	1,378,823
	<u>1,092,353</u>	<u>1,378,823</u>
<b>Non-Current</b>		
Debentures	19,100,589	20,236,316
	<u>19,100,589</u>	<u>20,236,316</u>
<b>Total</b>	<u><u>20,192,942</u></u>	<u><u>21,615,139</u></u>

**Unspent Debentures**

Council had no unspent debenture funds as at 30 June 2013. The unspent debenture from the Beatty Park Leisure Centre Reserve from 30 June 2012 was fully expended by 30 June 2013.

**Overdraft**

Bank overdraft is shown as short term borrowings in current liabilities in the statement of financial position. The Council has an overdraft facility of \$2,000,000 with the Commonwealth Bank.

**17. OPERATING LEASE COMMITMENTS**

At the reporting date, the City of Vincent had the following obligations under non-cancelable operating leases (these obligations are not recognised as liabilities):

	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
Not longer than 1 year	195,705	159,904
Longer than 1 year and not longer than 2 years	367,103	115,795
Longer than 2 years and not longer than 5 years	670,209	85,002
Longer than five years	92,630	2,244
	<u>1,325,647</u>	<u>362,945</u>

At the reporting date the City of Vincent has no obligations for other finance lease commitments.

**CITY OF VINCENT**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2013**

**18. TRUST FUNDS**

Funds held at balance date over which the Council has no control and which are not included in the Financial Statements are as follows:

	Actual 2012/13 \$	Actual 2011/12 \$
<b>Key Deposits</b>		
Balance as at 1st July 2012	17,650	21,200
Receipts	11,300	52,950
Payments	(11,500)	(56,500)
Balance as at 30th June 2013	<u>17,450</u>	<u>17,650</u>
<b>Ground Bonds</b>		
Balance as at 1st July 2012	6,530	3,630
Receipts	30,400	6,950
Payments	(29,050)	(4,050)
Balance as at 30th June 2013	<u>7,880</u>	<u>6,530</u>
<b>Hall Deposits</b>		
Balance as at 1st July 2012	49,451	41,361
Receipts	129,550	174,900
Payments	(121,050)	(166,810)
Balance as at 30th June 2013	<u>57,951</u>	<u>49,451</u>
<b>Work Bonds</b>		
Balance as at 1st July 2012	1,813,038	1,563,932
Receipts	837,056	1,055,950
Payments	(877,496)	(806,844)
Balance as at 30th June 2013	<u>1,772,598</u>	<u>1,813,038</u>
<b>Unclaimed Monies</b>		
Balance as at 1st July 2012	24,280	23,343
Receipts	3,437	1,010
Payments	0	(73)
Balance as at 30th June 2013	<u>27,717</u>	<u>24,280</u>
<b>Planning Application Bond</b>		
Balance as at 1st July 2012	53,700	47,500
Receipts	7,000	21,500
Payments	(22,200)	(15,300)
Balance as at 30th June 2013	<u>38,500</u>	<u>53,700</u>
<b>Beatty Park Bond</b>		
Balance as at 1st July 2012	250	250
Receipts	250	0
Payments	(250)	0
Balance as at 30th June 2013	<u>250</u>	<u>250</u>
<b>Total Trust Balance</b>	<u><u>1,922,346</u></u>	<u><u>1,964,899</u></u>

CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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19. OTHER FINANCIAL ASSETS

INTEREST IN JOINT VENTURE

(a) Mindarie Regional Council

The Mindarie Regional Council was formally constituted in December 1987. The City of Vincent, along with the Cities of Perth, Wanneroo, Joondalup, Stirling and Towns of Victoria Park and Cambridge, is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and/or disposal of waste.

City of Vincent is a participant in the Mindarie Regional Council (MRC) and has 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 City as a member of the Mindarie Regional Council.

The valuation as shown below were, at the time of preparation of these statements, unaudited.

	Actual 2012/13 \$	Actual 2011/12 \$
<b>Interest in the Joint venture as at 30<sup>th</sup> June</b>	<b>2,676,154</b>	<b>2,273,452</b>
<b>Represented by share of Joint Venture entity's financial positions:</b>		
Current Assets	1,446,582	1,318,835
Non - Current Assets	3,936,806	3,474,394
<b>Total Assets</b>	<b>5,383,388</b>	<b>4,793,229</b>
Current Liabilities	568,600	583,611
Non - Current Liabilities	2,138,634	1,936,166
<b>Total Liabilities</b>	<b>2,707,234</b>	<b>2,519,777</b>
<b>Net Assets</b>	<b>2,676,154</b>	<b>2,273,452</b>

CITY OF VINCENT  
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 FOR THE YEAR ENDED 30 JUNE 2013

19. OTHER FINANCIAL ASSETS

INTEREST IN JOINT VENTURE

(b) Tamala Park Regional Council

The Tamala Park Regional Council (TPRC) was formally constituted in February 2006.

The City of Vincent along with the Cities of Joondalup, Wanneroo, Stirling, Perth and the Town's of Cambridge and Victoria Park, is a member of the Tamala Park Regional Council. The 7 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 Tamala Park Regional Council 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 valuation as shown below were, at the time of preparation of these statements, unaudited.

	Actual 2012/13 \$	Actual 2011/12 \$
<b>Interest in the Joint venture as at 30<sup>th</sup> June</b>	<b>2,334,462</b>	<b>1,259,128</b>
<b>Represented by share of Joint Venture entity's financial positions:</b>		
Current Assets	2,208,442	1,125,040
Non - Current Assets	163,649	175,606
<b>Total Assets</b>	<b>2,372,091</b>	<b>1,300,646</b>
Current Liabilities	36,074	40,695
Non - Current Liabilities	1,555	822
<b>Total Liabilities</b>	<b>37,629</b>	<b>41,517</b>
<b>Net Assets</b>	<b>2,334,462</b>	<b>1,259,129</b>
<b>Total Joint Venture Net Assets</b>	<b>5,010,616</b>	<b>3,532,581</b>

(c) Movement in Joint Venture Equity (Increase/(Decrease))

Mindarie Regional Council	402,702	(30,073)
Tamala Park Regional Council	132,374	(136,847)
<b>Total</b>	<b>535,076</b>	<b>(166,921)</b>

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.

CITY OF VINCENT  
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20. FEES AND CHARGES BY PROGRAMME

	Actual 2012/13 \$	Actual 2011/12 \$
Governance	359,932	254,440
Law Order and Public Safety	193,555	120,457
Health	357,693	292,296
Education and Welfare	142,329	85,880
Community Amenities	1,497,974	966,047
Recreation and Culture	5,527,106	3,136,359
Transport	6,851,201	6,519,699
Economic Services	290,464	399,487
Other Property and Services	83,977	108,577
General Administration	0	81
	<b>15,304,231</b>	<b>11,883,323</b>

21. GRANTS, SUBSIDIES AND CONTRIBUTION

	Actual 2012/13 \$	Actual 2011/12 \$
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	1,567,459	1,760,026
Grants, Subsidies and Contributions - non operating	2,163,779	8,762,083
	<b>3,731,238</b>	<b>10,522,109</b>

	Actual 2012/13 \$	Actual 2011/12 \$
<b>By Programme</b>		
General Purpose Funding	981,595	1,227,843
Governance	875	1,466
Law Order and Public Safety	88,727	44,464
Health	2,192	1,440
Education and Welfare	446,881	10,247
Community Amenities	5,833	227,329
Recreation and Culture	1,335,458	8,165,588
Economic	2,982	3,191
Transport	860,881	809,358
Other Property and Services	4,037	29,758
Administration	1,777	1,425
	<b>3,731,238</b>	<b>10,522,109</b>

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2013**

**22. MEMBERS FEES AND ALLOWANCES**

	<b>Revised Budget 2012/13 \$</b>	<b>Actual 2012/13 \$</b>	<b>Actual 2011/12 \$</b>
<b>Annual Meeting Fee (Section 5.99)</b>			
Mayor & Councillors (8)	70,000	69,947	70,000
	<u>70,000</u>	<u>69,947</u>	<u>70,000</u>
<b>Annual Allowance (Section 5.98 (5)(b))</b>			
Mayor	60,000	60,000	60,000
Deputy Mayor	12,000	12,000	13,750
	<u>72,000</u>	<u>72,000</u>	<u>73,750</u>
<b>Prescribed Expense Reimbursement (FM Reg 44)</b>			
Telecommunication Allowance	21,600	20,651	26,056
Travelling Expenses	1,000	3,065	2,915
Child Care	500	0	0
Stationery/Printing	6,500	8,067	1,543
Information Technology	9,000	8,600	9,000
Other Expenses	1,000	300	1,734
	<u>39,600</u>	<u>40,683</u>	<u>41,248</u>
<b>Total</b>	<u><b>181,600</b></u>	<u><b>182,630</b></u>	<u><b>184,998</b></u>

CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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23. STATEMENT OF RATING INFORMATION

	Rateable Value \$	Rate in Dollar Cents	Original Budget 2012/13 \$	Actual 2012/13 \$	Actual 2011/12 \$
<b>RATE REVENUE</b>					
<b>Gross Rental Values</b>					
General Rate					
15,784 Assessments	342,382,559	6.731	23,143,928	23,045,769	21,640,892
Minimum Rate					
791 Assessments @ \$655	6,927,906	@ 655	470,070	518,105	477,984
Interim and Back Rates	5,818,206	6.731	335,600	227,536	257,797
<b>Total General Rates Levied</b>	<b>355,128,671</b>		<b>23,949,598</b>	<b>23,791,410</b>	<b>22,376,673</b>
Ex Gratia Rates					
23 Assessments	531,890	6.731	34,700	35,802	33,287
	<b>355,660,561</b>		<b>23,984,298</b>	<b>23,827,212</b>	<b>22,409,960</b>
Less Rates Written Off			(4,500)	(1,260)	128
<b>Total Amount Made Up From Rates</b>			<b>23,979,798</b>	<b>23,825,952</b>	<b>22,410,088</b>
Plus Non Payment Penalties					
Instalment Interest @ 5.5%			150,000	142,640	145,928
Penalty Interest @ 11%			71,000	67,357	66,586
Administration Charge \$10 per instalment			159,000	157,880	132,463
Legal Costs Recovered			20,000	54,626	30,798
			<b>24,379,798</b>	<b>24,248,455</b>	<b>22,785,863</b>

Council issued rates on 23 July 2012, with payment to be made either in full by 27 August 2012 or by four instalments as provided for in the Local Government Act 1995. Administration charges and interest applied for the final three instalments.

The due dates for each instalment were:

- First Instalment 27 August 2012
- Second Instalment 29 October 2012
- Third Instalment 3 January 2013
- Fourth Instalment 7 March 2013

**CITY OF VINCENT  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**24. 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 2012/13 \$	Actual 2011/12 \$	Actual 2012/13 \$	Actual 2011/12 \$
<b>Financial Assets</b>				
Cash and Cash Equivalents	7,770,132	17,697,946	7,770,132	17,697,946
Receivables	3,918,858	3,769,800	3,918,858	3,769,800
	<b>11,688,990</b>	<b>21,467,746</b>	<b>11,688,990</b>	<b>21,467,746</b>
<b>Financial Liabilities</b>				
Payables	4,940,339	4,472,888	4,940,339	4,472,888
Borrowings	20,192,942	21,615,139	15,645,836	14,636,525
	<b>25,133,281</b>	<b>26,088,027</b>	<b>20,586,175</b>	<b>19,109,413</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.

**CITY OF VINCENT  
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**24. FINANCIAL RISK MANAGEMENT (Continued)****(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 3.13% (2011/2012 was 4.35%).

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.

**SENSITIVITY ANALYSIS**

	<b>30 June 2013</b>	<b>30 June 2012</b>
	\$	\$
Impact of a 1.0% movement in interest rates on cash and investments		
- Equity	77,000	177,000
- Income Statement	<u>77,000</u>	<u>177,000</u>



**CITY OF VINCENT  
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**24. FINANCIAL RISK MANAGEMENT (Continued)**

**(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:

	<b>30 June 2013</b>	<b>30 June 2012</b>
	<b>\$</b>	<b>\$</b>
Percentage of Rates and Annual Charges		
- Current	63%	77%
- Overdue greater than 12 months	37%	23%

	<b>30 June 2013</b>	<b>30 June 2012</b>
	<b>\$</b>	<b>\$</b>
Percentage of Other Receivables (excluded Underground Power Charge)		
- Current	96%	80%
- Overdue	4%	20%

CITY OF VINCENT  
 NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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24. FINANCIAL RISK MANAGEMENT (Continued)

(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:

	Due within 1 year \$	Due between 1 & 5 years \$	Due after 5 years \$	Total Contractual Cash Flows \$	Carrying Values \$
<b>2013</b>					
Payables	4,940,339	0	0	4,940,339	4,940,339
Borrowings	2,230,018	7,912,918	19,146,212	29,289,147	20,192,942
	<b>7,170,357</b>	<b>7,912,918</b>	<b>19,146,212</b>	<b>34,229,486</b>	<b>25,133,281</b>
<b>2012</b>					
Payables	4,472,888	0	0	4,472,888	4,472,888
Borrowings	2,152,588	12,205,604	16,997,780	31,355,972	21,615,139
	<b>6,625,476</b>	<b>12,205,604</b>	<b>16,997,780</b>	<b>35,828,860</b>	<b>26,088,027</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:

	<1year \$	>1>5 years \$	>5 years \$	Total \$	Weighted Average Effective Interest Rate %
<b>Year Ended 30 June 2013</b>					
<b>Borrowings</b>					
- Fixed Rate					
Debentures	1,092,352	2,807,053	16,293,537	20,192,942	
Weighted Average Effective Interest Rate	5.63%	5.68%	5.15%		5.49%
<b>Year Ended 30 June 2012</b>					
- Fixed Rate					
Debentures	3,490,773	2,297,028	15,827,338	21,615,139	5.87%
Weighted Average Effective Interest Rate	6.43%	5.55%	5.29%		

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25. INVENTORIES

	Actual 2012/13 \$	Actual 2011/12 \$
Stock held at the Depot	114,960	125,861
Retail Stock – Beatty Park	38,628	59,668
Land Held for Resale – Cost	147,869	0
	<u>301,457</u>	<u>185,529</u>

26. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY  
 YEAR ENDED 30 JUNE 2013

	Actual 2012/13 \$	Actual 2011/12 \$
General Purpose Funding	1,288,162	1,409,108
Governance	13,072,408	5,818,581
Law, Order, Public Safety	1,732,737	17,728
Health	1,235,307	7,986,293
Education and Welfare	7,714,735	4,420,719
Community Amenities	2,677,989	6,076,062
Recreation and Culture	106,186,349	108,197,650
Transport	75,098,426	78,385,144
Economic Services	0	28,182
Other Property and Services	10,627,239	5,707,147
	<u>219,633,352</u>	<u>218,046,614</u>

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 City for the year ending in the 30 June 2013.

28. EMPLOYEE NUMBERS

	Actual 2012/13	Actual 2011/12
The number of full-time equivalent Employees at balance date	<u>192</u>	<u>194</u>

29. ECONOMIC DEPENDENCY

A significant portion of revenue is received by way of grant from the State and Federal Government. The total of grant revenue from government sources is disclosed in Note 21.

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**30. FINANCIAL RATIOS OF THE ACCOUNTS**

	<b>2013</b>	<b>2012</b>	<b>2011</b>
Current Ratio	0.47	0.46	0.38
Asset Sustainability Ratio	1.43	1.21	0.87
Debt Service Cover Ratio	3.72	3.44	2.84
Operating Surplus Ratio	(0.03)	(0.10)	(0.03)
Own Source Revenue Coverage Ratio	0.95	0.87	0.94

The above ratios are calculated as follows:

Current Ratio	$\frac{\text{(Current Assets – Restricted Assets)}}{\text{(Current Liabilities - Liabilities associated with Restricted Assets)}}$
Asset Sustainability Ratio	$\frac{\text{Capital Renewal and Replacement Expenditure}}{\text{Depreciation Expense}}$
Debt Service Cover Ratio	$\frac{\text{Annual Operating Surplus Before Interest and Depreciation}}{\text{Principal and Interest}}$
Operating Surplus Ratio	$\frac{\text{Operating Revenue minus Operating Expenses}}{\text{Own Source Operating Revenue}}$
Own Source Revenue Coverage Ratio	$\frac{\text{Own Source Operating Revenue}}{\text{Operating Expense}}$

**Additional Financial Ratios**

The following information relates to those ratios which only require an attestation they have been checked and supported by verifiable information.

	<b>2013</b>	<b>2012</b>	<b>2011</b>
Asset Consumption Ratio	0.60	N/A	N/A
Asset Renewal Funding Ratio	0.77	N/A	N/A

The above ratios are calculated as follows:

Asset Consumption Ratio	$\frac{\text{Depreciated Replacement Cost Of Assets}}{\text{Current Replacement Cost Of Depreciable Assets}}$
Asset Renewal Funding Ratio	$\frac{\text{NPV of Planned Capital Renewals Over 10 Years}}{\text{NPV of Required Capital Expenditure Over 10 Years}}$

**N/A** – In keeping with amendments to Local Government (Financial Management) Regulations 50, comparatives for the two preceding years (being 2012 and 2011) have not been reported as financial information is not available.





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