

**ANNUAL REPORT | 2001 - 2002**



**TOWN OF VINCENT**

## MISSION

A mission statement gives an organisation a sense of purpose and direction. The Town of Vincent's mission statement describes our primary focus which is...

### *Nurturing our diverse Community*

## VISION

Our vision is a description of the future we are aiming to achieve.

Our Vision is for Vincent to continue to be a vibrant, multicultural community.

People of the Town will have a strong sense of belonging and will relate to Vincent as a special place which has its own distinctive identity.

We will be a safe urban village, rich in history and heritage.

Trees, gardens and parks will create a Town that is leafy and green.

Our buildings will achieve a successful blend of old and new. Our dwellings, businesses, restaurants, cafes, entertainment areas, and sporting and recreational facilities will give the Town its own style and character.

We will create a prosperous and dynamic business environment.

Festivals and events will bring the community together and celebrate our history, heritage and culture.

Vincent will be a place of opportunity for all people.

The Council will reflect the diversity, informality and passion of Vincent's people.

Working together, Council and community will create the future we want for the Town of Vincent.

## VALUES

Our values describe the things which are important to us in the way we do business. We strive to display our values in all our interactions - in Council, through Councillors and staff, and within our community. Our values are:

The Council upholds these guiding principles:

- The interests of ratepayers, residents, visitors and users of our Town are paramount.
- Our employees are the heart of the organisation.
- Cooperation and teamwork are vital components in the delivery of quality services to the community.
- Learning from the experience underpins constant improvement.
- With persistence comes success.
- Providing facilities and services in ways which meet individuals' needs and values of all members of the community.

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## MAYOR'S REPORT



### MAYOR NICK CATANIA, JP

Elected to Council 8 May 2001  
Retires 2003

I find it hard to believe that one whole year has passed since I last presented to you the Town's Annual Report. Then of course I had been in office less than two months; now I can comment first hand on the full year's activities – and what an eventful year it has been.

This time last year the lease and proposed redevelopment plan put forward for Leederville Oval by Perth Glory Soccer Club was out for public comment and, as I forecast in my report, it was a matter of considerable debate in the weeks that followed.

Council listened to concerns expressed by the community, particularly many residents in the area surrounding Leederville Oval, and in the end decided not to pursue that particular proposal. Meanwhile another very attractive proposition in relation to both Leederville and Perth Ovals came to us as part of a report for the State Facilities Plan Audit carried out by the Department of Sport and Recreation.

The proposed \$19.35 million redevelopment of the two ovals involves a partnership between the State Government and the Town of Vincent. This would see the renovation of Leederville Oval, turning it in to a Football Centre of Excellence for the use of East Perth and Subiaco football clubs, a State Indoor Multi-Use Sports Centre on Loftus Centre land, and the redevelopment of Perth Oval into the State's international standard, multipurpose rectangular sports stadium. The redevelopment has the added bonus of creating an extra 45,000 square metres of open public space for the enjoyment of the local community. The funding will come from government grants, private sponsorship and reserve money already set aside specifically for the upgrade of Leederville Oval.

Central to the success of this plan was East Perth Football Club agreeing to relocate to Leederville Oval – a difficult decision for them in light of their historic links with Perth Oval. That the Club acknowledged the importance of the bigger picture and agreed to the relocation is a credit to them and we thank them sincerely for supporting the proposal.

By the end of the financial year, community consultation on the Leederville Oval had closed and tenders by Peter Hunt Architect and Oldfield Knott Architects for the provision of architectural services had been approved by Council. I look forward to reporting on further progress in the next Annual Report.

In the area of protecting our environment the Town is proving a leader, having in May 2002 been one of the first Councils in WA to achieve the fifth and final Milestone in the Cities for Climate Protection (CCP) Australia Program. The award was made in recognition of Vincent's efforts to achieve a 30 per cent reduction in greenhouse gas emission by 2010 using strategies such as converting the vehicle fleet to LPG

Gas. Be assured we will not be resting on our laurels: we will continue our reduction strategies in order to reach our 30 per cent target on time.

Another landmark during the year was our success, along with the Towns of Cambridge and Victoria Park, in having our name placed on the Title of Lot 17 Tamala Park. It took seven years, but legislation finally passed by the Upper House of Parliament in August 2001 opened the way to a quarter of the City of Perth's share in Tamala Park being transferred to the three towns. This rectified the situation that occurred when the former City of Perth was restructured and three new Towns were formed, but not included as part owners of the 430 hectares of land.

I have enjoyed meeting with residents and ratepayers at numerous community events throughout the year, which you will read about elsewhere in this Annual Report. Among the most inspiring for me are the regular Citizenship Ceremonies, when our new citizens make their commitment to Australia. It's a privilege to take part in them.



*Working with the community: Mayor Nick Catania discusses safety issues with Sgt John Waghorn, Officer in Charge at Inglewood Station, and Julie Rae, Secretary of the local North Perth/Inglewood Safer WA Committee.*

There has been some vigorous debate in Council during the year, which in many instances reflects the divergent views of the community who your elected members represent. As long as we keep our focus on the interests of the people who have elected us, we will be able to provide strong governance on their behalf. I thank my fellow councillors for their hard work during the year and urge residents and ratepayers to involve themselves in the election process which will take place in May next year.

I commend the Town's officers and executive team for all their efforts over the past twelve months, and in particular express my appreciation for the guiding hand of Chief Executive Officer John Giorgi during my first full year in office.

I look forward to serving Vincent residents and ratepayers in the coming year.

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

## COUNCIL INFORMATION

### Council Meetings

Council Meetings were held at 6.00pm on the second and fourth Tuesday of each month (except November and December 2001 when they were on the first and third Tuesday, and January 2002 when there was no meeting) 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 during which you may ask a question on any Local Government matter.

### Council Meeting Attendance

MEMBERS	ORDINARY COUNCIL MEETINGS ENTITLED TO ATTEND#	ORDINARY COUNCIL MEETINGS ATTENDED	APOLOGIES	LEAVE OF ABSENCE	SPECIAL COUNCIL MEETINGS ENTITLED TO ATTEND*	SPECIAL COUNCIL MEETINGS ATTENDED	APOLOGIES
Mayor Nick Catania	21	20	1	-	6	6	-
Cr Simon Chester	21	21	-	-	6	4	2
Cr Caroline Cohen	21	21	-	-	6	6	-
Cr Helen Doran-Wu	21	21	-	-	6	6	-
Cr David Drewett (Deputy Mayor)	21	21	-	-	6	6	-
Cr Basil Franchina	21	21	-	-	6	4	2
Cr Kate Hall	21	18	3	-	6	5	1
Cr Ian Ker	21	20	1	-	6	5	1
Cr Marilyn Piper	21	18	3	-	6	5	1

- # maximum Ordinary Meetings is 21
- \*maximum Special Meetings is 6

### Committees on which the Town has Delegates or Representatives

- Claisebrook Catchment Advisory Group
- East Perth Redevelopment Authority Community Consultative Committee
- East Perth Redevelopment Authority Government Officers Liaison Group
- Leederville Gardens (Inc) Retirement Village Board of Management
- Local Emergency Management Advisory Committee
- Local Government Association Central Metropolitan Zone
- Mindarie Regional Council
- North West District Planning Committee
- Swan River Trust
- Vincent Community Recreation Association
- Western Suburbs Accord Steering Committee
- Western Suburbs Community Policing Committee

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

- Aboriginal
- Art
- Disability Services Access
- Garden Awards
- Heritage
- Local Area Traffic Management
- Safer Vincent

### Register of Financial Interests for Elected Members and Senior Staff

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.

### Code of Conduct

The Council has a Code of Conduct which was reviewed and re-endorsed by Council at its meetings of 23 August 1999 and 28 August 2001.



## YOUR COUNCILLORS

### North Perth Ward



**CR KATE HALL**

Elected 1995; Re-elected 1999;  
Retires 2003



**CR IAN KER**

Elected 1995; Re-elected 1997;  
Re-elected 2001  
Retires 2005



**CR MARILYN PIPER, JP**

Elected April 2000  
Retires 2003



**CR CAROLINE COHEN**

Elected May 2001  
Retires 2005

### Mt Hawthorn Ward



**CR HELEN DORAN-WU**

Elected May 2001  
Retires 2005



**CR SIMON CHESTER**

Elected 1999  
Retires 2003



**CR DAVID DREWETT, JP**

**Deputy Mayor**  
Elected December 1997  
Re-elected 1999  
Retires 2003



**CR BASIL FRANCHINA**

Elected 1995; Re-elected 1997;  
Re-elected 2001  
Retires 2005

## CHIEF EXECUTIVE OFFICER'S REPORT



**JOHN GIORGI, JP**  
Chief Executive Officer

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

The year commenced with the newly elected Mayor and two new Councillors settling in and adopting the Town's Budget on 24 July 2001.

### Tamala Park Land

On 28 August 2001, the Western Australian State Government gazetted the Tamala Park Land Transfer Bill 2001. As a result of the passing of this Bill the Towns of Vincent, Cambridge and Victoria Park were each granted a quarter of the City of Perth share of the Tamala Park land holding. Tamala Park is a 432 hectare land holding about 30kms from the Perth CBD. A total of 252 hectares is currently leased to the Mindarie Regional Council for use as a Regional Waste Facility. The value of this land is estimated between \$16.5 and \$20 million; however its final value will depend on any subdivision layout determined by the landowners.



*Tamala Park: (front, from left) Mayor Nick Catania JP, Victoria Park Mayor Mick Lee JP, OAM, and Cambridge Mayor Ross Willcock JP with copies of the Title Deeds to Tamala Park, with (rear) CEO John Giorgi JP, Local Government and Regional Affairs Minister the Hon. Tom Stephens, and North Metro Region MLC the Hon. Ken Travers.*

After a period of seven years, this concluded all outstanding items relating to the restructure of the City of Perth and the creation of the Town.

### State Sporting Facilities Partnership with the State Government

The Tender submitted by Perth Glory Soccer Club Pty Ltd to construct a Soccer Stadium on Leederville Oval attracted in excess of 4,200

submissions both with the Town and externally. After much consideration and liaison with the State Government of Western Australia, the Town, at a Special Meeting of the Council on 30 October 2001, approved of major developments for the upgrade of Leederville Oval into a Football Centre of Excellence at a cost of \$4 million, the redevelopment of Perth Oval as a Multi-Purpose Rectangular Stadium and the creation of approximately 35,000m<sup>2</sup> of public open space at an estimated cost of \$11.8 million, and the construction of a State Indoor Multi-Use Sports Centre on the Loftus site at a cost of \$3.5 million. In addition, the Town approved of the construction of an office building on Leederville Oval as a possible headquarters for the Department of Sport and Recreation.

### Land Subdivisions

The successful sale of all remaining lots of the "Richmond on the Park" subdivision was completed in March 2002.

The Council approved of the subdivision of the Old Bottleyard site on the corner of Palmerston and Stuart Streets, Perth. At the time of writing this report, the Town was awaiting the settlement of the sale of the land.

### Beatty Park Leisure Centre

Sadly, on 25 January 2002, a seven-year-old girl who was in a group of 48 children supervised by 11 adults was found unconscious at the Beatty Park Leisure Centre Indoor Pool. The Centre staff acted professionally and competently in following emergency procedures; however, despite these efforts, she failed to respond. This tragic incident affected not only the Centre staff but all involved in this incident.

On 6 February a 21-year-old male patron nearly drowned whilst duck-diving in the Dive Pool. On this occasion the person was successfully resuscitated.

An inquiry into both incidents was carried out by senior staff and myself and a report has been submitted to the Coroner. This inquiry revealed that this was the first aquatic death at the Centre since it opened in 1962. A period of almost forty years.

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

**JOHN GIORGI**, B.App.Sc. (Env Health), Grad.Cert.Public Sector Mgmt, FAIEH, MLGMA, JP

CHIEF EXECUTIVE OFFICER



## CHIEF EXECUTIVE OFFICER'S DIVISION

The Chief Executive Officer is responsible for the overall management of the Town and acts as the chief adviser to the Council. In addition the Chief Executive Officer is responsible for Elected Member liaison, Council meetings, civic functions and catering, strategic planning, policy and local law formulation, economic development, public relations and marketing, and human resource management.

### Human Resources

**Manager: Maureen Gallagher**

#### STAFF RECRUITMENT

For the year 2001/2002, 20 positions were advertised, 189 applications were received and 65 interviews conducted. References were followed up and pre-employment medical examinations were arranged, and in some cases audiological assessments were arranged.

#### Temporary Staff

The Town of Vincent utilised the services of the following employment agencies for temporary administrative staff: LoGo Appointments, Bell Personnel, Hays Montrose and Tango Security. The sections who used temporary staff were mainly Planning, Finance and Administrative Services. LoGo Appointments currently hold the tender for the provision of casual labour hire for the outside workforce.

#### Work Experience

Once again the Town was able to assist persons/practicum students seeking work experience throughout the year. The work experience was carried out in the following areas: Beatty Park Leisure Centre, Library, Health Services, Financial Services and Hyde Park.

As well as continuing to participate in the INSTEP program for school students over the course of the year, the Town has been approached to assist in the placement of persons who have had an accident/injury and, as part of their rehabilitation, are encouraged to get back into the workforce. One such placement resulted in a person being attached to the Property Maintenance Officer in our Health Services section.

#### STAFF DEVELOPMENT AND TRAINING

Training courses, seminars and workshops were arranged for staff on various topics to keep up-to-date with current legislation, changing industry standards and community expectation.

#### OCCUPATIONAL SAFETY AND HEALTH

The Town's Safety and Health Committee meets on a regular basis throughout the year, with input from the Eastern Metropolitan Regional Council. The EMRC also provides excellent safety training for staff, including safety induction.

As one of the Town's ongoing programs, influenza vaccinations were once again made available to staff. Hepatitis B vaccinations were also made available to staff who are at risk, namely Parks, Engineering and Beatty Park Leisure Centre staff.

Workstation ergonomic assessments were conducted for two members of staff, resulting in slight modifications to their method of working.

#### WORKERS COMPENSATION

The Town works closely with its insurers, Municipal Workcare, in administering and managing its Workers Compensation claims. The Manager Human Resources is also the Town's Workplace Injury Management Coordinator, and in this role is responsible for managing claims with a team approach between the employee, the medical practitioner and rehabilitation providers. The Coordinator is also responsible for inducting and informing employees on the policies and procedures involved under the legislation.

Workplace Injury Management sessions were arranged for the Executive Management Team, Managers/Supervisors and Field Staff. The Manager Human Resources delivered Injury Management sessions to Administrative, Library and Beatty Park staff.

	96/97	97/98	98/99	99/00	00/01	01/02
Number Of Claims	24	21	29	20	13	18
Lost Time Injury Days	159	95	50	11	10	50
Full Time Equivalent Employees	139	156	165	170	176	182

## CHIEF EXECUTIVE OFFICER'S DIVISION (cont)

### OTHER MATTERS

Our Employee Assistance Program (EAP), Occupational Services, is being well utilised. During this financial year there were 11 new or readmitted clients, involving a total of 45 sessions. There were five telephone counselling sessions and five sessions not attended. Overall the utilisation for this financial year was 7%. This figure is up on the previous year, which shows the EAP has been well accepted. We also experienced a couple of traumatic incidents at Beatty Park Leisure Centre, which resulted in trauma counselling being arranged for staff.

General administration is ongoing on renewal of casual/contract appointments, staff performance appraisals and position reclassifications. Requests for statistical information have been responded to in a timely manner, for example WA Local Government Association (WALGA) Salary survey, Equal Employment Opportunity report and other local authorities' requests for information. Due process was followed in introducing an Australian Workplace Agreement (AWA) for Centre Supervisors at Beatty Park Leisure Centre to annualise salaries.

The Manager Human Resources regularly attends the Human Resource Management Forum at WALGA as part of WALGA Workplace Relations Services. Meetings for the Customer Service Working Group and EMRC User Group were also attended.

### MARKETING/PUBLIC RELATIONS



*Welcome Pack:  
the new Welcome  
Pack goes out to all  
new home owners.*

Welcome Packs for new residents were introduced at the beginning of the new financial year, and feedback from response sheets included with the packs indicates they are proving very popular. Approximately 25 to 30 packs are sent out once a fortnight to new residents, using names and addresses supplied by the Town's Rates Section. At the moment the target audience is primarily purchasers of property, but the viability of targeting the rental market will be investigated in the new financial year.

The packs contain comprehensive information about the Town's services and facilities, plus other useful information such as electoral enrolment forms. A map of the Town containing a wealth of information, from bus routes to accessible public toilets, is being prepared by the State Department for Transport and Infrastructure in association with the Town. It should be finalised during the new financial year and prove a welcome addition to the packs.

The Town's official newsletter, the Town of Vincent News, continues to provide a valuable quarterly communication tool with Vincent residents and businesses. The 'Have Your Say' reply paid inserts in the newsletters every six months provide an opportunity for the local community to comment on issues of interest or concern.

Collaboration with the Information Technology Section ensures that the Town's website provides comprehensive, up-to-date and ever-expanding information for stakeholders. As more and more people have access to the Internet, the web page will inevitably become an increasingly important source of information for a rapidly growing user group.

The Town's pro-active and open-door approach to media results in regular positive print and electronic media coverage, providing an effective balance against the occasional negative reportage.

### EMPLOYEE OF THE MONTH AWARD

Included in the Human Resources Management initiatives carried out by the Town is an Employee of the Month Award. This award is presented to a staff member (or members) who has given that "little bit extra" to meet the community's needs. Staff are nominated either by members of the public or other staff members, and the final selection is made by the Chief Executive Officer in liaison with the Mayor. When you have contact with one of the Town's inside or outside staff and they leave you with a good impression, you are encouraged to contact the Chief Executive Officer's staff to nominate the staff member for the award.

### CITIZENSHIPS

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

During the year, three citizenship ceremonies were held with a total of 109 recipients. In addition, 62 people became Australian Citizens in private ceremonies conducted by the Chief Executive Officer and the Mayor. A total of 171 residents became Australian citizens.

### ELECTIONS

No elections were held in the year under review.



## SENIOR OFFICERS



*The Executive Management Team:  
(from left) John Giorgi JP, Rick Lotznicher, Mike Rootsey and Robert Boardman.*

The major responsibilities of the Executive Management Team are:

- Developing specific strategies to support the adopted strategic direction;
- Overseeing the preparation of the annual budget in conjunction with the Town's operational areas; and
- Monitoring the progress of each of the Town's operational areas towards attaining identified corporate goals, financial targets and non-financial performance indicators.

The Executive Management Team meets formally each week.

## Executive Management Team

### John Giorgi

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

- Town Management
- Elected Members Liaison
- Council Meetings
- Civic Functions and Catering
- Citizenship
- Strategic Planning
- Policy Formulation and Local Laws
- Economic Development
- Public Relations and Marketing
- Human Resource Management

### Rick Lotznicher

NZCE (Civil), Grad.Dip.Eng.,  
MIPWEA  
*Executive Manager  
Technical Services*

- Engineering Services
- Parks Services
- Waste Management
- Depot and Plant

### Mike Rootsey

CPA, B.Bus,  
Post Grad(Accounting)  
*Executive Manager  
Corporate Services*

- Community Development and Administrative Services
- Financial Services
- Beatty Park Leisure Centre
- Information Technology Services

### Robert Boardman

P.Grad Dip Hlth Admin (Curtin),  
M.A I.E.H., A.I.M.M.  
*Executive Manager  
Environmental and  
Development Services*

- Planning and Building Services
- Health Services
- Law and Order Services
- Library Services

## Managers

### Des Abel

*Planning and Building  
Services*

### Julie Adamson

*Library Services*

### Jacinta Anthony

*Community Development  
and Administrative Services*

### Natasha Forsyth

*Financial Services*

### Maureen Gallagher

*Human Resources*

### Jim MacLean

*Law and Order Services*

### Greg Squire

**Deon Brits**  
*Acting Manager  
(11.9.01-30.6.02)  
Health Services*

### Deb Vanallen

*Beatty Park Leisure Centre*

### Jeremy van den Bok

*Parks Services*

### Craig Wilson

*Engineering Design  
Services*

### Michael Yoo

*Information Technology*

## CORPORATE SERVICES

### Executive Manager: Mike Rootsey

#### Financial Services

**Manager: Natasha Forsyth**

Financial Services aims to continue to provide and improve financial management for the Town 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.

#### STATUTORY REPORTING

The 2001/2002 Annual Budget was adopted at the Special Council Meeting on 24 July 2001. Budget performance is closely monitored and this year two budget reviews were undertaken.

The annual financial statements for the year ending 30 June 2001 received an unqualified report from the auditors. The Principal Activity Plan for the period 2001–2005 was also well received and is displayed for reference in the Local Government Department's Library.

#### RATES

Rates are the principal source of revenue to the Town. The pie charts at page 92 illustrate that General Purpose Funding represented 66% of total operating income. Rates collected during the year totalled \$11,475,383 and 3.85% of rates were outstanding as at 30 June 2002. Macquarie Collection Agency was contracted for the second year running and, due to the combined actions of staff and Macquarie, the Town continues to see the collection of a core of rates that have been long outstanding.

For 2001/02 the Town of Vincent adopted a single general rate of 8.42 cents in the dollar of Gross Rental Value of the property and a minimum rate of \$470 applied. The Town's rates are competitive in the metropolitan region.

#### FINANCIAL SYSTEM

At the Ordinary Council meeting of 18 December 2001, the Council accepted the tender from Sanderson (subsequently the name has been changed to Civica) for the supply, delivery, installation, testing and maintenance of an Information Technology Corporate System. An implementation schedule was agreed which proposed a "live" date of 1 July 2002 for the core financial modules as well as the animal and infringement modules. Other modules are scheduled for implementation in the future. This new system will provide the Town with a sound new Corporate System in which future development can proceed, together with some significant progressing and reporting improvements.

#### WALGA BENCHMARKING PROJECT

Financial Services has continued to participate in the WALGA Benchmarking model for Finance, Governance and Administration with fourteen other councils, reporting monthly on a series of performance indicators. This has been beneficial to monitor the performance of the service area and for determining the requirements of the new system.

#### Community Development and Administrative Services

**Manager: Jacinta Anthony**

Community Development and Administrative Services works in partnership with various stakeholders including the local community, other service providers and spheres of government to secure the best solutions to meet identified needs.

This year, the section has continued the process of attempting to quantify the social value of services provided by the team. This involves not only documenting participant numbers but also obtaining appropriate feedback on the quality of service that is delivered.

The information gathered serves to provide a good foundation for the Town's future direction in conducting appropriate social research and developing a strategic social planning process for the Town.

#### RECREATION



*Concerts in the Park: Flutehooks kicked off the tree Concerts in the Park season in January, playing a session in Hyde Park.*

The Summer Concerts in the Park series was popular among residents, with three concerts being held from January to March. The music varied from Celtic rock by the Flutehooks, swing and jazz from The Oz Big Band, to the Bayou Brothers playing blues and country gospel.

Anzac Day was celebrated at Axford Park in Mount Hawthorn with a ceremony involving approximately 500 people. Representatives from the Returned Services League (Mt Hawthorn Sub-Branch) as well as politicians and the Town's Mayor and Elected Members attended the ceremony and laid wreaths.



## CORPORATE SERVICES (cont)

For Recreation Week, local sporting and recreation groups were promoted, with many groups offering free passes and special prices for the week. Activities included free parent and child learn-to-swim classes at Beatty Park, special deals on Pilates classes with Natalie Powell, and an Ability Aware seminar hosted by Recreation Network.

### YOUTH

The Town of Vincent Youth Officer regularly liaises with youth service providers and young people to ensure services and projects are relevant and accessible to young people in the Town.



*Youth Advisory Council: an eye-catching recruitment poster for members to join the YAC.*

The Youth Advisory Council (YAC) has been revamped and is looking forward to assisting in the development of projects for young people in Vincent. The YAC is currently working on the Western Suburbs Battle of the Bands project with five other local councils (Subiaco, Nedlands, Cambridge, Claremont and Mosman Park).

The holiday program started in January 2001 and provided integrated and accessible activities for children in a variety of community venues. This program has become well established over the past year with a large number of regular attendees. The activities provided have been varied and have been designed to meet the needs of families with children of different ages. Promotion throughout the year has encouraged increasing numbers of families with a child with a disability to attend, as they are aware the program is accessible and that their children will be able to participate in the activities. AUSLAN interpreters are provided at the activities on request ensuring that children who are deaf are able to participate. This has increased the attendance of people who are deaf as they become aware that the activities are accessible.

Holiday programs for young people aged 12 to 18 being held at the new Headquarters Youth Facility include music workshops from Junkadelic and art workshops from Spontaneous Art.

The Town funded three Youth Visual Art Scholarships of \$500 each which were administered through Mt Lawley Senior High School, Perth Modern School and Aranmore Catholic College where young people are encouraged to pursue their artistic talents.

### DISABILITY SERVICES

There have been a number of developments in the Disability Services Area over the past year. Some of the achievements include:

The Vincent Improved Access (VIA) Awards were presented in December 2001 and 75 people attended the function. The nomination brochure was distributed throughout the metropolitan area and close liaison with local service providers ensured that there was a range of nominations, including two major initiatives. The major winners were Perth Glory and Tom Vlahos of Century 21 Real Estate.

Disability Awareness Training sessions included TTY training and a session for Vincent managers on employing people with a disability. IT officers attended external web accessibility workshops.

The Disability Services Officer (DSO) works closely with the Property Maintenance Officer (PMO) to progress the Access Audit. This is now on track for completion as originally outlined in the strategic access plan and, by working together, the officers have been able to ensure that the works which are carried out will lead to the best access to buildings. Work has included reviewing the original recommendations and applying solutions that are relevant to the current usage of halls and considered best practice for access.

Partnerships developed with local organisations have ensured the Town gathers information about the needs of people living locally and has enabled development of joint initiatives which have improved access and services for people with a disability.

The DSO worked closely with the WA Deaf Society to establish better access for people who are deaf and inclusion of people who are deaf in Town of Vincent events. Through the development of this partnership, the seniors group and youth groups at the Society have become involved in Town events.

A collaboration with Recreation Network has included a joint seminar on community inclusion and the presentation of the inaugural Recreation Network Community Group award at the VIA awards. This is a unique initiative and extends the Awards to recognise community groups who have ensured people with a disability are fully included in their programs.

### DISABILITY SERVICES PLAN REPORT 2001

The Town is committed to improving services and facilities for people with disabilities, and this has been reflected in a number of initiatives in the past five years. The following report looks at actions taken with regard to meeting the outcomes of the DSP over the past year.

#### Outcome 1: Existing services are adapted to meet the needs of people with disabilities and their families

- Ensuring access is provided as a priority at all Town of Vincent events.
- The DSO liaises with all service areas to increase awareness of access issues and ensure that access is improved.

## CORPORATE SERVICES (cont)

- Residents make regular requests for improved access in the Town and these are addressed as a priority; for example a number of residents have ACROD 2.5 bays installed outside their houses.

### Outcome 2: Access to buildings and facilities is improved

- The Strategic Access Plan is on schedule; liaison between the DSO, PMO and architect ensure the best solutions to access improvements.
- Access improvements are made in response to community requests; for example an accessible toilet has been built in Royal Park following the ACROD Art Awards.
- The Vincent Improved Access Awards were held in December with major winners being the Perth Glory and Century 21 Real Estate.



*Vincent Improved Access Awards: from left (front): Gavin Downing and Steve Brooks, (rear) Mayor Nick Catania, with award-winning Perth Glory's Jill Mateljan and Justin Everly.*

- The Access and Equity Policy has been approved.
- Access is discussed at the planning stage for all Council buildings and facilities.
- Private developers are required to meet basic access standards and also given information about enhanced standards. Town officers provide support to local businesses in looking at how to offer improved access to their facilities/services.

### Outcome 3: Information about functions, facilities and services is provided in formats which will meet the communication requirements of people with disabilities

- Brochures and documents state they are available in alternative formats on request and have been provided in Braille and large print to local residents.
- The website continues to be developed and improved access will be included.
- A range of Community Services information is available on the website, including information about services relevant to people with a disability.
- When designing flyers and posters for events, consideration is given to the layout to ensure it is clear and easy to read; flyers indicate events are accessible.

- AUSLAN Interpreters are provided at Town of Vincent holiday program activities to ensure people who are deaf can participate.



*Accessible activities: an AUSLAN interpreter at the official opening of November's Viva Vincent in Hyde Park.*

### Outcome 4: Staff awareness of the needs of people with disabilities and skills in delivering advice and services are improved

- Information is circulated to relevant staff regarding developments in their areas with regard to access issues.
- Staff training on Deafness Awareness and Mental Health has taken place this year.
- Partnerships with local organisations have provided workshops on community inclusion for local recreation groups.

### Outcome 5: Opportunities for people with disabilities to participate in public consultations, grievance mechanisms and decision-making processes are provided

- Access Comment and "Have Your Say" forms provide residents with avenues to offer feedback on disability issues.
- Public consultations are advertised as being available in alternative formats, people are able to respond via email and able to contact the relevant officer or DSO for support if necessary.
- Staff are aware of how to respond to requests for information in alternative formats.
- The DSO is conducting research on the needs of residents in the Town.

### Outcome 6: Provision of services which meet the specific needs of people with disabilities

- The Town has a Disability Services Officer who is able to offer support to residents looking for services and also able to advocate within Council on service developments.

### Outcome 7: Provision of welfare advice and support to people with disabilities and their family/carers

- Community Development Information brochure includes information on DSO, the role and how to contact the DSO. The DSO is also promoted in the Town of Vincent newsletter.



## CORPORATE SERVICES (cont)

- The DSO continues to develop partnerships with local agencies which ensures that advice and support is provided to people.
- The Town's Community Database has been updated and includes details of many disability-related services; new contacts are added as necessary on an ongoing basis.
- A number of community workshops have been held to offer information to local residents.

### COMMUNITY PROGRAMS

Children's Week was celebrated in Ivy Park with a sausage sizzle, musical entertainers, face painting and a clown for the children. This event was jointly held by the Town of Vincent and Cleaver Precinct Action Group.

This year Family Week was celebrated at Braithwaite Park. Entertainment included a children's band, magician, climbing wall and temporary airbrushed tattoos.

In November more than 80 Vincent Pioneers were honoured during BankWest Seniors Week at a special lunch held in the Town's Function Room. Local resident Beryl Adams told something of her life in the Town of Vincent to the audience assembled, and stories told by Dorothy Doherty and Robert Boyd were played from a tape recorded by the Local Studies Librarian at the Vincent Library.



*Viva Vincent: Hyde Park comes alive in November at Viva Vincent.*

Major events this year included Viva Vincent at Hyde Park and Harmony Day at the Multicultural Federation Garden. Both events featured performances and activities that celebrated the cultural diversity of the community and were well attended by the local community.

### COMMUNITY SERVICES

Members of the Vincent Seniors Group continue to meet with the Community Services Officer once a month to plan regular outings, activities and information sessions for seniors. The outings have become so popular that two trips are now held each month, each attended on average by 50 seniors. The outings program has resulted in new friendships being formed and people spending time with one another outside of the organised activities. Of their own accord the

seniors have begun providing transport for others who cannot drive to the Loftus Centre, the meeting point for each outing. Val Corey, one of the seniors involved in the Vincent Seniors Group, has been assisting the Community Services Officer for the past year on a voluntary basis with administrative tasks associated with the organisation of seniors' outings and activities.

In partnership with the Fire and Emergency Services (FESA), the program to provide and install alarms for Vincent Seniors and persons with a disability has continued. The Town and the Volunteer Task Force have come to a cooperative arrangement where the Volunteer Task Force will change the batteries in alarms for seniors referred by the Town of Vincent.

### SUPPORT FOR THE COMMUNITY

Through the Community and Welfare Donations Scheme, \$54,368 was granted to 17 organisations providing community and welfare services to the Town's residents. Throughout the year requests for ad hoc donations from groups, organisations and individuals were processed as necessary.

Sporting Donations to the sum of \$2,500 were provided to ten individuals that reside within the Town as well as two sporting clubs that are based in Vincent. The donations supported athletes participating at state, national and international level.

The Town has assisted local young residents to attend prestigious youth events throughout the year, such as the United Nations Youth Conference. The conference brings together young delegates from Australia, East Timor, Japan and New Zealand to discuss important domestic and international issues.

Cultural Development Seeding Grants are available for non-profit community groups that plan and carry out community-based activities within the Town of Vincent. The activity must reflect some aspects of the Town's culture or identity as well as encouraging Vincent residents to become involved. This year nine groups were successful in their applications, receiving a total of \$4,500.

### ARTS

The Wetlands Interpretive Project has progressed with the completion of the master plan which outlines the various significant trails in the Town.

Stage One of the project involved selecting and commissioning artists for inaugural sculptural work at Smith's Lake and Stuart Street Reserve. Close involvement with artists, Scitech, Town's staff and numerous contractors followed to plan and implement the artworks.

The Arts Officer composed an interpretive poem and assisted the graphic designer to create a design for the marble 'well' top, which included finding suitable maps which could be translated into software used to create a rubber mask for sandblasting.

## CORPORATE SERVICES (cont)



*Smith's Lake Artworks: pictured by the 'talking rock', from left, Mayor Catania, Local Government Minister the Hon. Tom Stephens, Water Corporation's Product Manager Drainage, Mark Tonti, and Federal Member for Perth, Stephen Smith.*

A design competition for the Wetlands Heritage Trail logo was held and the winning design by Clare Hill was chosen for its originality and synergy with the project concept.

The Wetlands Heritage Trail Working Group was convened to provide support and advice for the project.

The Town of Vincent Art Award held in June 2002 attracted a total of 369 entries, an increase of 141 on 2001. A total of 352 artworks – paintings, prints, photographs, needlework and sculptures – were displayed. Sixty of the entries were from Vincent residents (16.3%). A total of 840 people viewed the exhibition.

The winner of the 2002 Art Award Vincent Prize (acquisitive) of \$6,000 was 'Afternoon Tea with Theresa' by Anne Pearson.

The second Hyde Park Mosaic Mural Playground has been completed where a series of designs were created by students from Aranmore, Highgate and Sacred Heart primary schools in conjunction with artists Ricky Arnold and Bronwen Gray.

A pilot publishing project was initiated where local resident writers were invited to submit creative writing for selection for inclusion in an anthology. The result is a publication entitled "Vincent Town: Stories of the Inner Suburbs", which is on sale to the general public.



*Vincent Town: Stories of the Inner Suburbs – the Town's first published collection of short fiction.*

## COMMUNITY ARTS

The Multicultural Federation Garden and Children's Playground project involved Community Development and Administrative Services working together with Parks and Technical Services, the Centenary of Federation and local community groups, schools and organisations, to design and construct a Multicultural Federation Garden and Children's playground which is located on the corner of View and Olive Streets, North Perth. The garden is fully accessible to people with disabilities and features plants from countries around the world, play equipment and limestone seating inspired by different cultural traditions, raised garden beds and child safe fencing. It is envisaged that a number of future artworks will be built in the garden conveying additional aspects of the Town's cultural heritage.



*Multicultural Federation Garden and Children's Playground: the new playground equipment gets a trial run at the official opening.*

The Visions of Vincent Photographic Award has become an annual event aimed at encouraging amateur photographers, who are residents of or regular visitors to the Town, to capture on film aspects of the Town and its people. The theme this year was "We are who we are – the people of Vincent". Prizes were presented to the winners at an award ceremony and exhibition launch held at Royal Park Hall on Australia Day in conjunction with the Town's Australia Day Citizenship Ceremony. The photographs remained on display at Royal Park Hall for one week before moving to the Town of Vincent Library. The Town retains the photographs as part of its local history collection.



*Visions of Vincent: Danny Church with his winning photographic entry, "Check Mates".*

The Town has developed a variety of public art projects for young people such as National Youth Week Banner Project, Visible Walls and the Oxford Street Reserve Sculpture Project.



## CORPORATE SERVICES (cont)

### SOCIAL RESEARCH

The first stage of a research project has almost been completed, looking at services for families and children located in and nearby to the Town of Vincent. The project has involved gathering a range of information about the services that currently exist in and nearby to the Town, how well these services are able to meet the current demand for services, and whether or not they will be able to meet the likely future demand. The research has also involved looking at where there may be gaps in services. The information gathered through face to face meetings and questionnaires sent to all child care centres, playgroups, toy libraries, three year old programs and child health centres will be written up in a report for the Town. The second stage of the research project will involve talking to parents and carers.

Research is also being conducted into the needs of people with disabilities living in the Town. The first stage of this research has concentrated on identifying the number of residents with a disability and getting their responses with regard to the accessibility of the Town. This information will be collated and used in looking at priorities within the Town for service development, including updating of the Access Strategic Plan and Disability Services Plan and identifying areas for further research.

### ADMINISTRATIVE SERVICES

Hall and reserve enquiries have almost doubled from last year, with close to 2,150 enquiries from telephone and front counter mediums. New procedures have been implemented resulting in a streamlined booking system.

The Town has twelve reserves available for hire and, in 2001/2002, they had an average of 11,000 users per month with a total revenue close to \$13,000. Many of these users are junior players who, under Council policy, use these facilities free of charge.

The Town has seven halls available for hire and, in the financial year, an average of 3,250 users per month was recorded with a total revenue close to \$52,650. For 2002 there were seven new regular hall users and, with the availability of the North Perth Lesser Hall in February, an additional four regular hall users came on board. The occupancy rate of the halls is 73.41%, which is an increase of close to 5% from the previous financial year.

Administrative Services printed and distributed close to 800 agendas and 360 minutes in 2001/2002 for Council meetings.

The staff of Administrative Services have continued their support of Leederville Gardens Retirement Estate and have performed preliminary duties in preparation for the full time management of the village commencing in the 2002/2003 financial year.

### Information Technology

*Manager: Michael Yoo*

#### RECORDS MANAGEMENT

Records Management continued on with the task of inputting past records into the Records Management System, in addition to the daily tasks. The Town now possesses past records in electronic format for efficient maintenance and retrieval of documents.

The new State Records Act 2002 recommends that a Record Keeping plan be implemented by year 2004. Town of Vincent Records Officers have been actively involved in the development of this plan, working in conjunction with other local governments.

In the latter part of the year a compactus was installed in the basement storage at the Administration and Civic Centre building to house and manage the vast quantities of documents generated by the Town.

The Records Management System was upgraded to ensure that the Town meets its customer expectations and legislative requirements with regard to Record Management.

#### FREEDOM OF INFORMATION

Any person can make an application for the release of documented information held by the Town, subject to the provisions of the Freedom of Information Act (1992). Complementary to the FOI Act the Town has a policy of complete cooperation with someone who is seeking information. This policy includes attempting to provide an applicant with all the documents they need without having to lodge for FOI application, thus saving them time and money. However this policy does not extend to information about staff, information that would jeopardise the privacy of other members of the community, or information that is commercially sensitive.

#### INFORMATION TECHNOLOGY

In the 2001/2002 financial year the Information Technology Service area completed a number of major projects which included the development and implementation of a Corporate Financial System (CFS) in addition to the network administration and PC support.

The major projects and tasks completed in the year are listed as follows:

- Information Technology Services was actively involved in installation software and retrieving data from the legacy CFS to be implemented in the new CFS.
- Thin client technology was implemented to improve the speed and work efficiency over the wide area network. This enabled remote users to access core applications which the Town uses to service the needs of the Town.

## CORPORATE SERVICES (cont)

- Further developments were made to the Graphical Information System (GIS) with the addition of Heritage Building and Telecommunications Facility information.
- The Town of Vincent web site has received ongoing development throughout the year. Security has been the major development for the web site.
- Information Technology Services have been developing and implementing work procedures and policies to better service the stakeholders of the Town.
- The section coordinated a number of training sessions throughout the year as part of the ongoing commitment of the Town to maintain and improve the IT skills of their employees.
- Upgrades were made to the Town's infringement management system, local area network, enterprise fax sharing system and standard office applications.
- The Town has joined an enterprise agreement organised by WALGA for its Microsoft software licensing. All other software is managed by Information Technology Services.
- replacement of deteriorating grates around the dive pool;
- ongoing repairs to the male and female change rooms;
- upgrade and improvements to the mechanical operations of the plant room;
- purchase of a pool inflatable;
- upgrade of the airconditioning systems in the Gym and Aerobics Room;

### AQUATIC PROGRAMS AND ACTIVITIES

The Centre continues to offer indoor and outdoor heated water space catering to elite swimmers, general lap swimmers and also those just simply wanting to have some fun. The addition of the indoor water playground has further enhanced Beatty Park Leisure Centre's appeal to families with young children.



*Beatty Park Leisure Centre: the new aquatic playground is a resounding success.*

### Beatty Park Leisure Centre

**Manager: Deb Vanallen**

This year has seen Beatty Park Leisure Centre maintain its status as a highly respected venue in the leisure industry. The Centre has prided itself over the years in achieving industry best practice in all aspects of the operation including strategic and business planning; program and event innovation; customer service delivery; human resource management; asset and risk management; financial management; and the application of new technology.

The tragic incident which resulted in the drowning of a young girl during a school holiday outing in January 2002 led to an unprecedented level of review and analysis of Beatty Park Leisure Centre's overall operation in the later half of the year. The internal investigation and early reports from the independent review indicate that the Centre followed procedures, has good systems in place, and has appropriate supervision and staffing levels in place. After any crisis it is normal to stop and reflect, and the Centre has harnessed the energy in this heightened awareness to further improve the operation of Beatty Park Leisure Centre.

Further progress was made on the computerised 'point of sale' and entry/exit systems. This has allowed the Centre to improve customer service, manage access to the Centre, and collate useful statistical data which has been used for planning and marketing purposes.

As part of the Centre's commitment to preventative maintenance and ongoing building upgrades, the following works were undertaken during the year:

- resurfacing of the indoor 25 metre and leisure pool;
- creation of an exciting aquatic playground in the indoor leisure pool;

Beatty Park Leisure Centre continues to play a major role in swimming education in WA. The Centre's Swim School had a stable year with further enhancements to the fully computerised booking system. The Swim School relocated to a dedicated desk and office area which has resulted in better service to the Swim School participants. A successful holiday program was launched in April 2002 which has become a regular program.

In the 2002 summer season, the Centre hosted more than 25 school carnivals and a range of club-based competitions. Thousands of Perth children participated in the successful In-term and Vacation Swimming classes throughout the year.

The youth disco, known as Splashdance, has now become a regular event on the Centre's calendar. It is held monthly on Friday nights in the indoor pool hall.

### HEALTH AND FITNESS PROGRAMS AND SERVICES

Beatty Park's health and fitness programs had a stable year despite growing competition from other providers in the Centre's immediate catchment areas. The introduction of the 'power bar' program was well received and several new programs are currently being trialed. The introduction of the Customer Service Officer - Memberships has



## CORPORATE SERVICES (cont)

allowed the Centre to focus on member retention strategies which will have ongoing benefits.

### RETAIL SHOP, CAFÉ AND CRÈCHE SERVICE

Beatty Park's retail shop had a successful year initiating enhanced relationships with all major suppliers. Particular emphasis was placed on maximising use of the window display space both in the Retail shop and other key locations throughout the Centre. A sale schedule was also adopted which proved effective in reducing stock levels.

The Café tendered for the major supply contracts for soft drinks, icecreams, frozen foods, confectionery and dairy products. The three-year agreements have led to extremely competitive purchasing agreements coupled with attractive sponsorship incentives for the Centre.

Beatty Park Leisure Centre's Crèche service continues to be highly regarded as a safe, friendly and secure venue for children. On-site child minding gives parents a valuable opportunity to have some time out for themselves to exercise.

## ENVIRONMENTAL AND DEVELOPMENT SERVICES

### Executive Manager: Robert Boardman

#### Law and Order Services

**Manager: Jim MacLean**

#### PARKING GENERAL

The increasing popularity of shopping precincts in the Town, along with the nightspots and cafés, has resulted in an appreciable increase in the number of visitors frequenting the area.

The number of parking infringement notices issued during the 2001/2002 financial year was 13,433, to a total value of \$589,734. This shows an increase from the 2000/2001 figures of 12,476 infringement notices to a value of \$547,720. This was in part due to the temporary employment of a relief Ranger. The five offences for which most infringement notices were issued are as follows:

- Not clearly displaying a current ticket – 4,300 Notices
- Stopping longer than time allowed – 4,300 Notices
- Stopping in a No Standing area – 1,392 Notices
- Stopping on a footpath or pedestrian refuge – 225 Notices
- Stopping in a Private Property – 231 Notices

Other services provided by Law and Order Services Section are:

#### CAR PARKS

The Council controls a total of 16 car parks of which six currently attract a day-time parking fee and four attract a night-time fee. Early in the 2001/2002 financial year Barlee Street Car Park came on-line, with both a day and night fee being charged. Both Oxford Street Car Park and Loftus Street Car Park were also assessed for the introduction of ticket machines, but it was decided that this was not appropriate at this time. Frame Court Car Park has been re-configured to accommodate the new HQ Youth Facility in the premises formally occupied by Northshore State Emergency Service, and additional kerbside parking bays have now been constructed. With the creation of new right-angled parking bays in Oxford Street and the small car parking area adjacent to the HQ Youth Facility on Frame Court roadway, the number of available parking bays has been maintained.

In June 2001, the Town purchased a block of land in The Avenue Car Park formerly owned by the Water Corporation. To optimise the availability of parking bays in the 2002/2003 financial year, this car park will be re-configured to accommodate an extra 87 parking bays. Given the increasing popularity of the Oxford Street area, this should reduce the current parking problems being experienced by patrons of local businesses.

The Town has also entered into an agreement with the Managing Agents of the Village Square Shopping Centre for Rangers to enforce a two-hour (2P) parking time restriction in the complex. This is operating well and the Managing Agents are happy with the outcome.

#### PARKING FOR PERSONS WITH A DISABILITY

In response to a number of requests from persons with disabilities, the Town and ACROD undertook a pilot scheme to provide additional parking facilities. The Town introduced a number of standard-sized parking bays, called "ACROD 2.5 Bays", into Frame Court Car Park for use by holders of current ACROD Permits only. These allow permitted drivers who do not need to make use of "Easy Access" parking bays, which have a mandatory minimum width of 3.2 metres, to park close to shops and businesses. The initiative has been expanded to facilitate the introduction of ACROD 2.5 parking bays in some residential streets, by developing strict guidelines to assess the needs of persons with disabilities and to balance this with the needs and expectations of the whole community. A number of other local governments and shopping centres are considering the introduction of similar restrictions, using the Town's procedure as a model.

#### ANIMAL CONTROL

There are 2,038 dogs registered in the Town of Vincent and it is also thought that there is the region of 500 unregistered dogs. In an attempt to address the number of unregistered animals, Rangers undertook a doorknock of all properties where a previously registered animal had not been re-registered for the 2001/2002 financial year.

## ENVIRONMENTAL AND DEVELOPMENT SERVICES (cont)

This resulted in an increase of registrations of almost 13% over the previous year. It is expected that Rangers will undertake a similar doorknock of premises where a dog was registered in 2001/2002, but has not been re-registered for 2002/2003.

There have been 24 dog attacks recorded in the past year; 17 on people and seven on animals. Even where a person or animal sustains no injury, where a dog "rushes" at a complainant it is treated as a dog attack. However, where no injury is caused, the owner would normally be issued with an Official Warning. Two of the dogs involved in the above attacks were surrendered to the Council for destruction.

During the year 30 infringement notices and 71 warning notices were issued. By far the most common issue with regard to dogs is "not held on a leash", and it is important that dog owners are aware of their responsibilities in this regard. Also six of the total penalties applied were infringement notices issued for dog attacks.

Information pamphlets explaining the responsibilities of animal owners and listing the free exercise areas are available at the front counter for members of the public.

### LITTER CONTROL

Discarding shopping trolleys is a form of littering but, since most shopping centres in the Town of Vincent area now participate in a trolley removal and recovery service, there are very few complaints in this area. This program ensures that a contractor collects errant trolleys and returns them to the owners.

The State Government has recognised that there is a need for consistency in the approach to errant shopping trolleys and is currently negotiating a joint agreement with the Retail Traders Association. It is hoped that this agreement will result in local shopping centres accepting responsibility for the speedy removal of trolleys from public places.

Rangers have adopted a more pro-active role in the area of discarded cigarette butts from vehicles and a total of 57 contacts have been made in this regard, with 22 infringement notices being issued.

### DISPLAY OF ITEMS ON A FOOTPATH

The Town of Vincent Local Law Relating to the Display of Items on a Footpath was gazetted on 20 June 2000 and has now become enforceable. Rangers have delivered application forms to every business in the Town and are following up with visits to premises to explain the provisions of this new legislation. The Town of Vincent is the only local government in Western Australia, and perhaps in Australia, to have introduced legislation which permits advertising signs to be displayed on a footpath.

A large number of business proprietors have now registered with the Town and have been given approval to have advertising signs or goods displays on the footpath, under specific conditions. The intent of the new legislation is to provide a facility for a business proprietor

to site a single sign or display where it can be seen by passers-by, but which is maintained in a safe condition and is placed in a safe place. The Local Law was amended in 2001 to provide for both 1-year and 3-year registrations and this has proved fairly successful.

In excess of a 50 new applications have been received for the 2001/2002 financial year, most of which have been given an approval. The remaining applications are being dealt with by Rangers to assist proprietors to have their items licensed.

### COMMUNITY POLICING/SECURITY

Until recently, the Town was served by two different Police Districts: Perth Police District and Mirrabooka Police District. During the 2001/2002 year, the police boundaries were aligned with local government boundaries where practical, and this has placed almost the whole of the Town under the Perth Police District. However, there is still a small pocket of the Mount Lawley suburb which is still dealt with by Mirrabooka Police District. Under a direction from the Assistant Police Commissioner, all Police Stations within the Town have now established a Safer WA Local Committee to deal with local issues and problems. The Town's Safer Vincent Co-ordinator and/or the Manager Law and Order Services attends these meetings as the Council's representative.

Although being progressively given a lower priority by the State Government, the Neighbourhood Watch Program is operating fairly well in most suburbs of the Town and the Safer WA Committees are an appropriate forum for the community, Neighbourhood Watch personnel, Police, Council and businesses to interact.

### PROSTITUTION

For a number of years, there has been an identified problem associated with the increasing numbers of street prostitutes operating in the Perth and Highgate areas. New legislation to deal with street prostitution was introduced by the former State Government and this initially proved to be fairly effective in reducing the incidence of the problem. But as the offenders have become more aware of how the Police operate, this effectiveness has declined. The current State Government promised new and improved legislation to deal with all aspects of prostitution and brothels within a short period after being elected, but to date this has not been promulgated. The Perth Police District maintains a dedicated task force to address the street prostitution issues in the Perth and Highgate suburbs, and the operation is code-named "Operation Bounty".

### SAFETY AND SECURITY

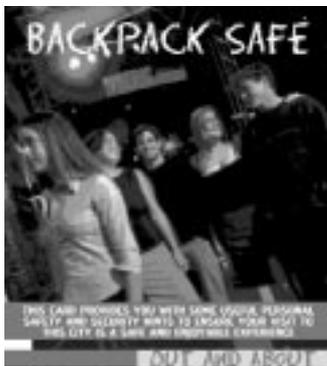
In keeping with the changes that occur within society, the role of the Town's Rangers has also changed. As the need for the community's personal security and the protection of their property increases, the Rangers have been asked to undertake additional patrols of parks and other public places. This is carried out in liaison with the Police Service to ensure that, where possible, Police Officers are available to



## ENVIRONMENTAL AND DEVELOPMENT SERVICES (cont)

provide the necessary assistance. In many cases this Ranger presence has reduced the incidence of anti-social behaviour and is improving the amenity of the surrounding areas.

The Safer Vincent Co-ordinator has been actively developing a "Safer Vincent Program" for some time, and a number of initiatives such as "SeniorSafe" and "Backpack Safe" packages have been launched during the 2001/2002 financial year. Both the State Government and the Federal Government Tourism Ministers have shown an interest in further developing the "Backpack Safe" concept into a Western Australian or National Program.



*BackPack Safe:  
the card folds up to fit  
into a wallet.*

There have been numerous complaints about persons "living" in a number of parks within the Town. The Council, in partnership with the Police Service, Indigenous Affairs Department, Noongar Patrol and many other stakeholders, is currently developing strategies to combat the problem.

It is expected that the entire "Safer Vincent Program" will be formally launched in late 2002 or early 2003 and this will provide a strategic direction for the Town to follow, in an attempt to address community safety and security issues.

### GRAFFITI

The State Government's Graffiti Taskforce was disbanded in January 2002 and the Town has now employed a specialist removalist who removes or paints out unsightly graffiti. This Graffiti Program was developed under the Safer Vincent umbrella and is currently administered by the Parks Services Section. The Council has a policy of, where possible, removing graffiti from its own property on the same day as it is reported, and now makes use of the Graffiti Program to remove graffiti from private property within a similar timeframe.

### BURNING/SMOKE NUISANCES

The Town's 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 the Health Services Section, but all other calls are dealt with by Rangers. As a result, the Law and Order Services Section received 12 after-hours complaints. All were dealt with by the Rangers who obtained compliance in each case.

### ABANDONED VEHICLES

When people abandon vehicles they create not only visual pollution but also a traffic hazard. During the 2001/2002 period, 206 abandoned vehicles were investigated, resulting in 92 being towed away and 114 being removed by the owner.

### BUSH FIRE HAZARD

Thirty-three fire hazard complaints were received during the year, none of which required the issue of infringement notices. In each case, Rangers provided appropriate education and obtained compliance from owners or occupiers of the properties.

### SYRINGES/NEEDLES

The incidence of discarded syringes and needles in public places continues to be a serious issue and staff are called upon to collect such items fairly regularly. In the past 12 months, a total of 468 syringes/needles has been collected and disposed of by Rangers, Environmental Health Officers, Engineering staff and Parks staff. The number of discarded syringes/needles being collected each month has reduced over the year, partly due to the Town providing a number of disposal containers in car parks, toilets and other public places, and partly due to the vigilance of the Rangers, Police and other agencies.

### STATE EMERGENCY SERVICES

The Town of Vincent is one of the sponsors of the Northshore Unit of the State Emergency Service. The Emergency Operations Centre for this unit is situated within the Town of Vincent boundaries. This is a voluntary organisation whose personnel are trained to assist throughout the state in times of storm, cyclone, flood and earthquake. They are also heavily involved in searches for missing persons.

The Unit has been operational on 73 occasions over the 12-month period and has provided personnel, equipment and assistance for two bushland searches outside the Metropolitan area. The Unit has also been deployed to assist with problems in the South West.

The Town's Manager Law and Order Services, Jim MacLean, is the Deputy Local Manager of the Unit which meets every Wednesday night between 7:30pm and 10:30pm. Members of the community wishing to join this most worthwhile organisation are encouraged to contact the Town on 9273 6020 or to phone the Northshore SES Unit Manager on 0417 010 468.

### Library Services

**Manager: Julie Adamson**

The year has seen the Library's growth continue, reflecting community and council support, and proactive management decisions by Manager Julie Adamson. Membership now totals 19,891, an overall increase of 11.2%, with the adult membership increase of 12.5% leading the growth trend. This year the new membership category of "Council Staff" was introduced. At present this stands at 37, excluding Library staff. All employees are welcome to become members.

## ENVIRONMENTAL AND DEVELOPMENT SERVICES (cont)

A recent change in the borrowing limits has resulted in a small drop (1.03%) in loans, however other statistics show a smaller overall drop of 0.58% in transactions involving staff time. During this period the State Library of Western Australia introduced an automated Inter-Library Loan system, based on the Internet. For this Library, the result has been an increase in reservations received from external Libraries from 2,465 to 4,133, a growth of 66.67%. It is therefore imperative that the Library continues to maintain quality Internet access for both staff and public, and thoughtful stock selection to ensure local members are not disadvantaged.

Library members have enthusiastically welcomed the addition of music CDs to the collection, borrowing an average of 155 per month. Generous donations by members of the public have increased the original collection, and the Library is considering the purchase of further stock in the coming year to maintain currency.

### INFORMATION SERVICES

Enquiries taken by staff continue to increase, this year by 5.59%. As the Library membership grows, it would be expected that an increase in enquiries would follow. Also, because Library staff are trained to respond to enquiries in a positive manner, Library members are comfortable approaching staff at any time. Some enquiries come from people who are using the Internet for the first time; however, by far the greater proportion comes from people who need information pertaining to stock selection. Librarians use information from the latter interactions to fine-tune the decisions required for appropriate stock acquisition.

### LOCAL STUDIES AND HISTORY

The Local Studies and History Collection is now a useful resource located out in the library. This is a reference collection, and all items are kept in locked cabinets to ensure that these unique materials are used under supervision to preserve the collection.

There are now over 250 books and reports on the Local Studies shelves. There are also 77 interviews with transcripts, 700 scans of photographs and two filing cabinets of newspaper clippings and other items relevant to subjects within the Town. An exciting addition to the photographic collection was 21 large photographs of school groups at Leederville School dating from 1922, which were found in a time capsule created in 1984.

The 2nd annual Local History Awards were presented in June 2002, with entries up by 50% on last year, and some very interesting submissions received. First prize in the open section was given to Valerie Everett for her study of the history of the Paddington Ale house. First prize in the junior section was won by Sherri Russell of North Perth Primary School, with an account of her family history in North Perth between 1919 and 1929.

Another successful event was the Women of Vincent exhibition, which brought together information and photographs gathered from



*Women of Vincent: Mrs Olivia Scherini with her transcribed oral history.*

interviews with 14 women of the Town, most of whom were born between 1910 and 1935. This was initiated by a grant from the Oral History Association of Western Australia. Transcripts have been made of all the interviews, and are indexed and available for researchers in the library. Current topics being researched in the oral history interviews are the Men of Vincent, and the early business of Oxford Street, Leederville.

### SERVICES TO CHILDREN AND YOUNG PEOPLE

The installation of new display boards in the Junior and Young Adult sections of the Library has made it possible to provide more displays, competitions and literacy promotions and other colourful information into the areas. The number of children attending the weekly Storytime sessions continues to increase, this year by 1.7%. Most of the children are three years old and under, due in part to changes to the ages at which children may commence school. However, the children enthusiastically take part in the development of stories, and in the creation of artwork to take home. School Holiday activities have included kite making, clay art, a clown and piratical activities.

The Library participated once more in the National Simultaneous Storytime during Australian Library Week. For Children's Book Week, the Children's Book Council appointed this Library as a Regional Centre, qualifying for the appointment of international children's author/illustrator Tohby Riddle to work in the Library with local school children. At the same time, using a grant from the Council, the Library employed other authors to work with invited school children in the library. This not only promotes the Library service to families in the area, but also helps to promote literacy in its many forms.

The Library was approached by the Bilingual Families group regarding use of the Library for regular bilingual storytimes, and provision of story books in the selected languages. This was readily agreed to and was supported by the Multi Language Resources section of LISWA. Whilst the concept was most worthy, in that particular format it was not successful. The Bilingual Families group is now working with children in an after-school environment. The Library continues to offer support with program ideas and stock as required.



## ENVIRONMENTAL AND DEVELOPMENT SERVICES (cont)

### SERVICES TO SENIORS AND HOUSEBOUND READERS

A fortnightly service delivering books, cassettes, videos and other items of interest to housebound members has continued, with a membership growth of 21.62% to 135. Six institutions continue to receive monthly bulk deliveries of a wide variety of stock. In this age group, materials in Large Print and audio formats are in great demand, and stock selection has been successful in acquiring appropriate items of interest.

"Dear Heart", a play based on love letters between a young wife and her soldier husband during WW11, was enacted in the Library for invited guests and seniors. This was very well received with positive comments from all, so similar events will attract positive consideration.

Community groups, schools, and craft groups have provided colourful artwork and exhibitions in the library. Staff have also created attractive displays promoting special events, library functions and library stock.

### Health Services

**Manager: Greg Squire**

**Acting Manager: Deon Brits** (Since September 2001).

#### OVERVIEW

Health Services deal with Public and Environmental Health Services, and include Property Maintenance of Council-owned properties. Staff endeavour to promote these key community activities by several prioritised programs in accordance with Council's Policies, the relevant legislation, benchmarking, and achievable inner city community expectations. Health matters are frequently placed on the Town's web pages to inform the Vincent community. Using available resources, Health Services work in partnership with various stakeholders to enhance the health and general amenity of the urban environment to meet community expectations, as far as practicable. Environmental Health is focussed on environmental hazard identification, risk assessment and risk management in public health and safety to prevent or minimise illness and, together with other disciplines, promote general quality of life.

#### PROGRAMS

##### *Food Premises Inspections and Related Assessments and Investigations*

Food Premises Inspections and Food Safety Assessments are conducted at food premises to monitor and promote maintenance and improvements in accordance with the relevant food hygiene and safety standards. A total of 182 Eating Houses including Restaurants, Dining Rooms, Tearooms, and Take-Away Premises were licensed during the year, together with 42 Alfresco Dining establishments. In addition, there are seven fish processing establishments, one small goods

manufacturer and 28 butchers. The balance of the food premises, 84, still require routine inspections; however they are currently not required to be licensed. This is likely to change with new national food legislation anticipated within the near future.

##### *Food Samples Submitted for Analysis*

A total of 141 samples were submitted for microbiological or chemical analysis to the Local Government Analytical Analyst, Inman and Farrell, or to the State Health Laboratory Food Hygiene Section. During the previous financial year 131 samples were taken. Twelve samples were directly related to complaints that were made. No prosecutions resulted from these samples submitted, as results indicated no food poisoning/spoilage had occurred. The Town has continued to participate in the WA Food Monitoring Program Survey in conjunction with the Health Department of WA – sampling of vacuum-packed smoked fish was undertaken on their behalf. In addition, Health Services remained an active member of the Northern Food Monitoring Group. Recent sampling included: oriental/imported foods, savoury breads, non-pasteurised goats products, and pre-diced cooked chicken. Sampling was representative with ten local authorities participating, and the majority of results being highly satisfactory.

##### *Food Recall Notification*

The Health Department of Western Australia issued 57 food recalls, 22 of which required local government officers to take action to ensure the removal of the contaminated food products. In addition, two recalls of pharmaceutical products were issued for action.

##### *FoodSafe Training and Accreditation Program*

Health Services have continued with their promotion of the nationally recognised FoodSafe program. This basic food handler training package targets all food premises within the municipality and helps proprietors ensure the food they serve to customers is safe and hygienically prepared. There are currently 18 premises FoodSafe accredited within the Town, including a school canteen, nursing homes, meals on wheels, and various other food premises. A complete FoodSafe Audit was successfully undertaken in April 2002, and only two certificates were withdrawn.

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

Accommodation facilities including dwellings, lodging houses and workplaces are required to have adequate standards of hygiene and safety in place. Health Services' inputs are directed towards buildings that are designed to be appropriately maintained and operated in a manner to ensure the health and safety of users. Numerous complaints regarding substandard buildings were investigated that led to 36 properties being listed on a Substandard Buildings Register for ongoing monitoring.

## ENVIRONMENTAL AND DEVELOPMENT SERVICES (cont)

### *Public Recreational Water Quality Control*

Health Services conduct regular routine microbiological and chemical testing of all public swimming pools in accordance with the Health (Swimming Pool) Regulations 1964. In addition, some drinking and recreational waters are also monitored to ensure a high standard of public health and safety is maintained. A total of 108 samples were submitted, with the majority of samples meeting the required microbiological and chemical standards.

### *Infectious Disease Control*

In 2001/2002 the Health Department of Western Australia advised the Town to investigate the following notifiable cases of infectious disease.

Salmonellosis	6	Campylobacteriosis	30
Giardiasis	6	Listeriosis	2
Cryptosporidiosis	1	Legionella	1

- A total of 46 infectious diseases were reported for 2001/2002.
- Immunisation was provided to 137 children who attended the Town's four child health clinics and 117 school children at six local primary schools. Fifty-nine staff members were also immunised against influenza.

### *Environmental Health Inspections and Investigations*

Environmental Health Officers conducted numerous inspections and assessments during the year. The bulk of inspections included:

- 546 food inspections and 80 alfresco dining assessments;
- follow-up of approximately 1,192 settlement/property enquiries;
- follow-up of 1,400 general complaints relating to poor accommodation, overgrown vegetation, vermin, alleged food poisoning, food quality complaints, rubbish, food premises complaints, smoky chimneys, discarded needles, and odour complaints;
- follow-up of 364 noise complaints and approximately 200 noise enquiries;
- follow-up of 173 requests for rodent baiting, and approximately 400 requests for information relating to rodents and their eradication;
- 26 inspections of unfit or substandard buildings;
- 24 inspections of the 24 registered lodging houses; and
- 23 Health Notices issued for a variety of activities.

### *Noise Control*

Alleged unreasonable noise and sound disturbances continue to be a significant source of complaints, particularly from residents in high-density settings, and subsequently Health Services impose various control measures including Building Conditions, Noise Management Plans and, if justified, Noise Abatement Directions to minimise inconvenience.

Health Services actioned 364 noise complaints and 200 noise queries during the year. These were mainly related to amplified music, airconditioner noise, building construction noise, public events and roosters.

The majority of complaints were resolved by personal approach, verbal and written directions, and mediation. Nine Noise Abatement Directions were issued under the Environmental Protection Act, and there was no need for further legal enforcement to be taken.

### *Public Building Inspections*

The Town undertakes routine assessment of the Town's Public Buildings, including late night inspections. These were undertaken routinely and various minor health orders were issued with respect to the Health (Public Buildings) Regulations 1992.

### *Health Promotion*

During the past year health promotion has been provided to both staff and residents. Staff health promotion has involved the following issues:

- Mental Health;
- Heart Week;
- Nutrition and Sleep Awareness;
- Arthritis Week;
- Sun Safety; and
- Meningococcal Disease.

Furthermore a Rodent Control fact sheet has been advertised in the Town's newsletter. Other health promotion activities include the development of head lice control packages for the Town's six primary schools, promotion of Meningococcal Disease and falls prevention.

Needle and Syringe Programs, including the Discarded Needle Collection Service, are a successful public health strategy aimed at reducing the transmission of infections such as hepatitis B, hepatitis C, and HIV/AIDS. The vast majority of needles and syringes distributed are disposed of properly; however, sometimes improperly discarded needles and syringes are found in the community.

A total of 185 needles inappropriately discarded were collected and disposed of by Council staff.

### *Pest Control*

Rodents such as rats and mice are endemic in the metropolitan area, and control poses ongoing commitment from individual households, businesses and Health Services. Rodent bait was issued to 173 premises in the Town. Numerous inquiries were also received and fact sheets on the control of vermin were issued to residents.



## ENVIRONMENTAL AND DEVELOPMENT SERVICES (cont)



*Food Stalls: Stallholders at Viva Vincent in Hyde Park were monitored by the Town's Environmental Health Officers.*

### Special Events and Temporary Food Stalls

During the twelve month period a number of Fairs and Festivals were held. The Town's Environmental Health Officers inspected and issued permits to all food vendors servicing the following events:

Aranmore College Carnival	16/17 August 2001	1 Permit
Pride Fairday	30 September 2001	12 Permits
Multicultural Gardens Opening	4 November 2001	2 Permits
Macedonian Multi Musical Festival	25 November 2001	5 Permits
Viva Vincent 2001	18 November 2001	5 Permits
Arty Farty Street Party	2 December 2001	5 Permits
Carols in the Park	9 December 2001	1 Permit
St Nikola New Year Function	13 January 2002	1 Permit
Vietnamese New Year Festival	15 & 16 February 2002	8 Permits
Hyde Park Community Fair	3 & 4 March 2002	14 Permits
Bahai Community Picnic	5 May 2002	1 Permit
ACC Lightning Carnival	22 & 23 May 2002	1 Permit
<b>Total</b>		<b>56 Permits</b>

Events that required Officer attendance and monitoring for compliance with the relevant health legislation included:

- Pride Fairday
- Multicultural Gardens Opening
- Macedonian Multi Musical Festival
- Viva Vincent 2001
- Arty Farty Street Party
- Hyde Park Community Fair
- Vietnamese New Year Festival

### Capital Works and Building Maintenance Program

One full-time Property Maintenance Officer is responsible for monitoring and undertaking certain capital, specific building, and maintenance works at 60 Council-owned properties. Funding is allocated in the Budget to address the Specific Maintenance Items and the items approved as Expenditure for Purchase of Furniture and Equipment. Furthermore funding is allocated to works assets that are approved by the Elected Members during the Budget consideration process. Subsequently, works are carried out within the Budget utilising reputable service providers and contractors. Several upgrading works were undertaken with the Property Maintenance Officer's direct or indirect involvement as indicated in the following selection of specific works:

- Roof replacements to colourbond metal were conducted at five buildings.
- Major building repaints performed at seven buildings.
- Disability (universally) accessible toilets were provided at four properties and ramped access at another four buildings.
- Air-conditioning was installed at Menzies Park Pavilion.

Numerous operational maintenance items were conducted continuously for the normal upkeep of buildings in addition to the above selection.

## Planning and Building Services

### Manager: Des Abel

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

### PLANNING SERVICES

#### Activity

A total of 556 Planning Applications were received during the year. This was an increase of some 35 per cent from the previous year.

The Planning Applications comprised the following components:

- 472 development applications
- 18 new home occupations
- 4 renewal home occupations
- 25 applications for demolition only of existing buildings
- 37 applications for demolition of existing buildings and redevelopment

#### Planning Appeals

Where Council exercised discretionary power under the Town Planning Scheme, its decisions were subject to a right of appeal by applicants to either the State Minister for Planning and Infrastructure, or the Town Planning Appeals Tribunal.

- 10 appeals were lodged against decisions of Council: a decline of some 62 per cent from the previous year. Of those, 5 appeals were lodged with the Minister and 5 with the Tribunal.

## ENVIRONMENTAL AND DEVELOPMENT SERVICES (cont)

- In terms of the appeals lodged with the Minister: 1 was upheld, 1 dismissed, 1 dismissed in part, and 2 pending determination. In terms of the appeals lodged with the Tribunal: 1 was upheld, 1 was upheld in part, 1 was withdrawn and 2 pending determination.

### Heritage

The Municipal Heritage Inventory (MHI) is updated regularly and ten places were added onto the MHI, resulting in a total of 220 places presently on the MHI. The Town's consultant completed the comprehensive draft heritage survey and review of the MHI, which will be followed by a period of consultation and adoption. The Town continued to prepare heritage assessments of properties to establish their heritage significance. This allows the Town and other decision-makers to have due consideration of the heritage significance of the properties and guide future heritage management and development of the properties. The Town undertook 33 heritage assessments in response to Planning Applications involving demolition. The Town also undertook heritage assessments of the properties along Bulwer Avenue and in the Brookman and Moir Streets Precinct for consideration for entry in the State Register of Heritage Places.

The Town undertook Stage 2 of the conservation works at Perth Oval Main Gates and commenced the interior conservation works to North Perth Town Halls (Main Hall and Lesser Hall) to ensure that they are returned to their former glory for the current and future generations to use and enjoy.



*Building Design and Conservation Awards:  
The conservation and adaptation of Dillhorn House in Bulwer Street, Perth, won an award for owner Bert Bennett, who was assisted by Considine and Griffiths Architects.*

The Town conducted its annual Building Design and Conservation Awards to recognise the different sectors in the community that contribute to the built environment. The numbers of entries increased from 19 last year to 26 this year and the number of awards given also increased from five last year to eight this year.

The Town continued to contribute to the Western Australian Low Interest Loan Scheme and also undertook preservation work and framing to an old map, which now hangs in the Town's Council Chambers. The Town completed the renovation of the weatherboard

cottage at No. 245 Vincent Street as a joint initiative with Central TAFE Aboriginal Programs.

### Special Planning Projects

A number of special projects were in operation throughout the year. These included the completion of the Car Parking Strategy, Milestones 1 to 5 of the Cities for Climate Protection Campaign and the Draft Telecommunications Facilities Strategy.

### Town Planning and Development Act Notices

Notices were served for unauthorised uses and works on 14 separate properties under the provisions of the Town Planning and Development Act and the Town's Town Planning Scheme. Four were complied with, 4 were withdrawn or are subject to further legal action, and 1 has been appealed to the Hon. Minister for Planning and Infrastructure and 5 pending determination.

## BUILDING SERVICES

### Activity

A total of 548 Building Applications was received during the year. This was an increase of some 22 per cent to the previous year.

The Building Applications comprised the following components:

- 456 Building Licences
- 33 Demolition Licences
- 16 Sign Licences
- 21 Swimming Pool Licences
- 22 Strata Certificates

Total value of approved constructions was \$49,544,472; a drop of approximately 11 per cent.

### Building Appeals

This year no appeals were lodged against a Building Licence condition.

### Local Government Act Notices

Notices were served for unauthorised works and dangerous structures under the provisions of the Local Government (Miscellaneous Provisions) Act (1960).

Twenty four notices were served on unauthorised construction of structures; 2 complied with the notice; 22 were appealed against of which 2 were upheld and 3 dismissed; 17 are pending the Minister's determination and the Council's determination of pending further legal action.

One notice was served on departure from the approved plans of the Building Licence and pending appeal to the Minister for Local Government and Regional Development.

One notice was served on a dangerous structure. The dangerous structure was removed and rebuilt. Three stop work notices were served and are pending the Minister's determination.



## TECHNICAL SERVICES

### Executive Manager: Rick Lotznicher

#### Engineering Services Waste Management and Works

This section is responsible for the construction and maintenance of the Town's civil infrastructure including roads, footpaths, drainage, rights of way, car parks and streetscape improvements.

The section is also responsible for the collection of household and commercial refuse.

#### CAPITAL WORKS IMPLEMENTED DURING 2001/2002 INCLUDED:

##### Footpath Slab Replacement

The 2001/2002 financial year was year five of the program to replace and upgrade old slab footpaths within the Town with either cast in-situ concrete or brick paving. A total of \$310,000 was allocated for this purpose and approximately 6 km of slab footpaths were upgraded throughout the Town.

##### Road Resurfacing/Crack Sealing

An additional \$400,000 was allocated for road resurfacing and crack sealing on local roads as part of Council's ongoing road upgrading program.

##### Roads to Recovery Projects

In 2000 the Federal Government advised Local Governments Australia-wide that they would receive special additional road funding over the next four years for infrastructure improvements on "Local Roads".

The Town will receive additional total funds of approximately \$164,000 per annum over four years.

In 2001/2002 (year two of the program) the Town completed the following Roads to Recovery projects:

- Loftus Street – Tennyson Street to Vincent Street (Streetlighting Upgrade)
- Harold Street – Smith Street to Lord Street – Resurfacing
- Carr Street – Charles Street to Cleaver Street – Resurfacing

##### Rights of Way (ROWs)

In accordance with Council's adopted program a further seven Council-owned ROWs were upgraded to a paved and drained standard at a total cost of approximately \$250,000. In addition the Town upgraded several ROWs for private developers and carried minor maintenance works as required on a number of ROWs in the Town.

#### THE FOLLOWING SERVICES WERE ALSO PROVIDED DURING 2001/2002

##### MAINTENANCE WORKS

More than \$400,000 was expended on the maintenance of footpaths, roads, drainage and ROWs, installation of crossovers and installation of new and replacement street/parking signage and line marking.

#### WASTE MANAGEMENT SERVICES

##### Refuse and Recycling Collection

More than \$1 million was spent on household and commercial refuse and recycling and bulk verge collections during 2001/2002. The percentage breakdown of materials collected during this period is outlined in **diagram 1**.

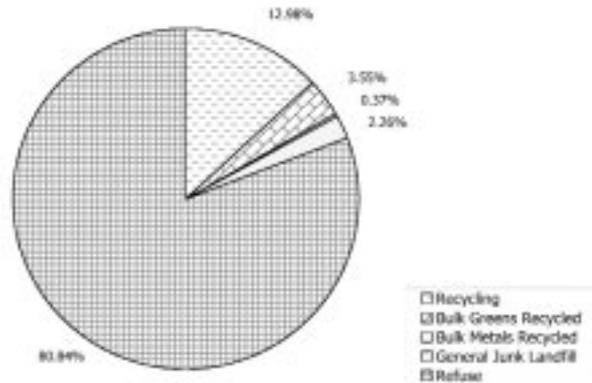


Diagram 1 - Waste Management 2001 - 2002

##### General Refuse Collection

A weekly domestic refuse collection service is provided to the Town's residents, with some units and flats being collected two or three times a week to minimise the number of bins required.

The Town owns and operates its own collection fleet comprising two side-loading and two rear-loading compactor trucks. In addition, Parks Services' smaller collection vehicle is used for some properties located in narrow streets and ROWs.

An additional service can be provided to all residents on request for a nominal fee. The collection can occur on a specified date, as a resident requests, or the following day.

The Town's Waste Management Service collected and disposed of approximately 12,400 tonnes of Refuse in 2001/2002 as shown in **diagram 2**.

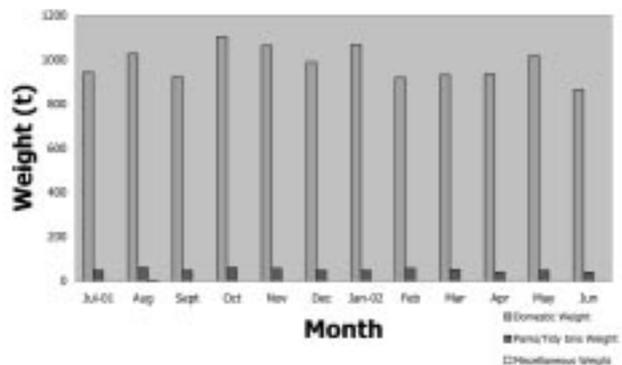


Diagram 2 - Tipping Weights 2001 - 2002

## TECHNICAL SERVICES (cont)

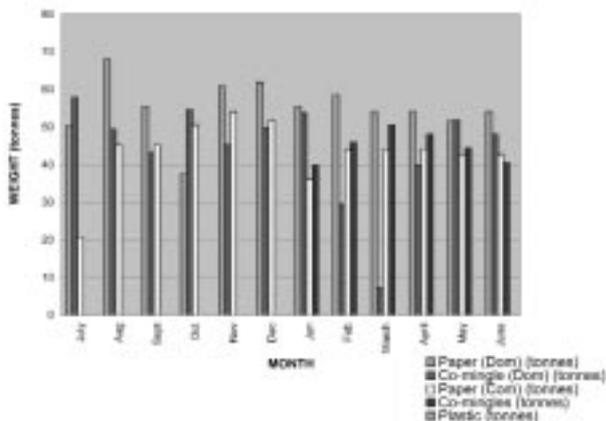
### Recycling Collection

A fortnightly kerbside collection service using 50 litre crates was provided during this period. The Town supplies the recycling crates and private contractor collects them on a fortnightly basis. Recyclable items include:

- glass jars and bottles (with lids removed)
- aluminium cans and clean foil and trays
- steel cans (with labels removed)
- milk and juice cartons (clean)
- paper products (newspaper and cardboard)
- plastics\*(clean with tops/lids removed)

Note\* In 2001/2002 the drop-off centres for the collection of plastics previously located at the Loftus Recreation Centre, Grosvenor Road Shopping Centre and Fairfield Shopping Centre car parks were removed and plastic is now collected at the kerbside.

The Town's recycling service collected more than 1,984.29 tonnes during the 2001/02 financial year as outlined in **diagram 3**.



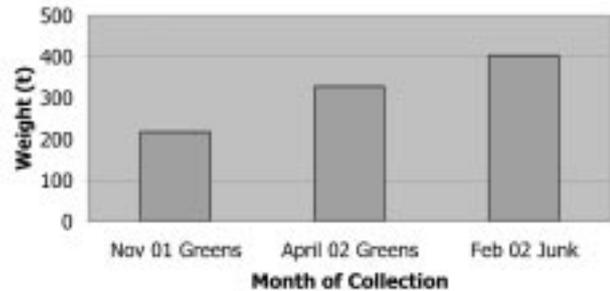
**Diagram 3 - Recycling Collections 2001 - 2002**

### Bulk Verge Collections

Prior to November 2000, the Town carried out two bulk verge collections annually. For these collections residents simultaneously placed both green and hard waste material on the verge.

Due to the high level of contamination resulting from this practice, it was decided that in future there would be two "greens waste" only collections and one "hard waste" only collection annually.

This has proved very successful and in 2001/2002 approximately 580 tonnes of recyclable materials were collected by this method of verge collection, with only 305 tonnes of general junk going to landfill, as outlined in **diagram 4**.



**Diagram 4 - Bulk Verge Collections 2001 - 2002**

### Mindarie Regional Council

The Town of Vincent, together with six other metropolitan local governments, comprise the Mindarie Regional Council (MRC). The MRC is committed to reducing the amount of waste to landfill and has resolved to develop a Secondary Waste Treatment Facility (SWTF) to reduce the size of any future landfill at Tamala Park Landfill Site, and dramatically increase the volume of materials recycled.

The MRC plans to introduce the above secondary waste treatment services in stages, commencing in 2005. The nature of the SWTF has yet to be determined; however, investigations are currently in progress and, once the facility is established, a new recycling system will probably be introduced in the Town.

In the 2001/02 Financial Year alone, the Town's residents sent approximately 12,400 tonnes of refuse to landfill, and they also recycled 2,000 tonnes of material which would otherwise have also gone to landfill. The new MRC initiatives aim to reverse this trend.

## Engineering Design Services

**Manager: Craig Wilson**

The Engineering Design Services section is responsible for the design, development and implementation of infrastructure upgrade programs including roads, footpaths, drainage, rights of way, street signage and furniture. The section also provides survey support for Council's Engineering Works and Parks Services sections.

In addition, the Engineering Design Services section carries out the following functions:

- Provides technical advice and support to other Council divisions.
- Sets Engineering conditions for development approvals in liaison with the Town's Planning and Building Services division.
- Arranges quotations, approvals, installation and inspections of vehicle crossovers.
- Approves and arranges temporary road/footpath obstruction permits for developments.
- Arranges, approves and coordinates roads closures and traffic management for parades and festivals.



## TECHNICAL SERVICES (cont)

- Carries out inspections of developments to ensure protection of the Town's infrastructure and, where damage occurs, initiates repairs and/or reinstatement.
- Arrange reinstatements and other recoverable works for service authorities and private developers.
- Investigates all traffic management matters.
- Assesses and coordinates the installation and upgrading of street lighting.
- Implements on-road parking restrictions.
- Asset Management.



*Facelift for Walcott Street: Engineering Services works crew lower a stormwater drainage manhole liner into position at the intersection of Walcott and William streets, Mt Lawley.*

## CAPITAL WORKS DESIGNED AND IMPLEMENTED DURING 2001/2002 INCLUDED:

### CYCLING AND PEDESTRIAN IMPROVEMENTS

In partnership with the Department for Planning and Infrastructure – Metropolitan Infrastructure Directorate (formerly Bikewest), the Town undertook several Perth Bicycle Network route improvement projects during the year including installing designated on-road cycle lanes in Palmerston Street, Perth, and Cleaver Street, West Perth. The Department also constructed a new cyclist/pedestrian bridge over Walters Brook at Banks Reserve, Mt Lawley, and commenced works on the Principal Bicycle Transport Route, Perth to Bayswater, Project via the Perth – Midland Railway Reserve.

As part of the Town's Local Bicycle Network Plan, several significant projects were carried out including cyclist/pedestrian refuge islands in William Street, Mt Lawley, and intersection modifications (in conjunction with a Federal 'Black Spot' improvement project) at the junction of Stuart and Fitzgerald Streets, Perth. Minor access improvements were also undertaken and additional bicycle parking facilities installed. Year three of a program to install new and upgraded pedestrian access facilities, with emphasis on disability access, was implemented. The Town's total expenditure on Perth Bicycle Network, Local Bicycle Network and Access improvement projects was in the order of \$120,000.

### REHABILITATION (STATE/LOCAL GOVERNMENT FUNDED ROAD WORKS)

Major road upgrade projects were carried out, jointly funded by Main Roads WA and the Town. The value of these projects was approximately \$495,000, with the works comprising new kerbing, drainage improvements, road profiling and asphalt overlays. Amongst the projects were:

- Walcott Street, Mt Lawley – William Street to Beaufort Street.
- Loftus Street, North Perth/Leederville – Bourke Street to Vincent Street.

### STREETScape IMPROVEMENTS

The value of these projects was approximately \$295,000 with the works comprising brick paving, planting of new street trees, pedestrian crossing facilities and in some instances asphalt resurfacing and underground power. Among the projects were:

- Summers Street, East Perth – Bulwer Street to West Parade (in conjunction with the East Perth Redevelopment Authority).
- Parry Street, Perth – Stirling Street to Lord Street (in conjunction with the East Perth Redevelopment Authority).
- Stirling Street median parking – Parry Street to Brisbane Street.
- 'Entry Statement' Fitzgerald Street, North Perth, corner of Walcott Street.
- Amy Street, Perth – Lake Street to end.

### DRAINAGE

As well as the aforementioned road rehabilitation projects drainage improvement works, the Town also completed various small to medium drainage projects addressing specific problems, particularly at road low points. In addition the Town's works crew successfully carried out remedial drainage works on behalf of Main Roads WA, repairing a damaged section of main drain within the Mitchell Freeway Reserve near Lynton Street, Mt Hawthorn. The value of these projects was approximately \$60,000.

### CAR PARKING

Approximately \$265,000 was spent on the construction of new, and improvements to existing, parking facilities within the Town, including:

- Frame Court Car park extension, Leederville (south side of the Headquarters Youth Facility), new on-road parking and streetscape enhancement works.
- Oxford Street, Leederville, new angled parking, brick paving, traffic management and minor park improvements.
- Albert Street, North Perth, adjacent North Perth Primary School, installation of new on-road parking, upgraded footpaths, street lighting, road resurfacing, traffic management and landscaping improvements.

## TECHNICAL SERVICES (cont)

- Broome Street, Highgate, new on-road parking, brick paving and traffic management.
- Brentham Street, Leederville, adjacent Aranmore Catholic Primary School, new on-road and internal parking, resurfacing, signage and improved traffic management.
- View Street, North Perth, new on-road parking, footpaths, drainage improvements, upgraded street lighting and traffic management.
- Loftus Centre, Leederville, car park lighting upgrade.
- Miscellaneous minor works.

### TRAFFIC MANAGEMENT & SAFETY

Various traffic management projects were completed during the year ranging from small, localised enhancement projects to major works. The value of these projects was in the vicinity of \$142,000, including:

- Vincent Street, North Perth, road widening to accommodate pedestrian refuge islands, traffic separation (central painted median), shared path (set back from road through Beatty Park Reserve) and enhanced street lighting.
- London Street, North Perth, pedestrian refuge islands for improved park access and traffic management.
- Minor alignment improvements and channelisation of various intersections, both Wards.
- Cleaver Precinct 40km/h Local Area Traffic Zone, modified intersections, installation of traffic calming devices, line marking, bicycle lanes, resurfacing and embayed parking.

### BLACKSPOT PROJECTS

In the past year the Town has undertaken six State Black Spot Improvement Projects and one Federal Black Spot Improvement Project with a total value of \$280,000, of which the State and Federal Governments contributed \$183,000. Black Spot Projects undertaken by the Town included:

#### Federal Project:

- Intersection modifications Stuart and Fitzgerald Streets, Perth.

#### State Projects:

- Install roundabout intersection of Egina and Berryman Streets, Mt Hawthorn.
- Install tandem roundabout intersection of Stirling and Brisbane Streets, Perth.
- Realign intersection, install median island and enhanced signage, intersection of Windsor and Lord Streets, Highgate.
- Install median island Bulwer Avenue, Perth, intersection of Bulwer Street.
- Install median islands and enhanced signage Richmond Street, Leederville, intersection of Oxford Street.
- Realign intersection and install traffic islands, intersection of Egina Street and Scarborough Beach Road, Mt Hawthorn.

### OTHER INITIATIVES

**Distributor Road streetlight upgrading program.** Year five of a six-year program which has seen the level of street lighting on 23 of the Town's major roads significantly upgraded to improve both road safety and pedestrian security. Roads completed in the past year include Loftus Street, Richmond Street to Vincent Street, (with the section Scarborough Beach Road to Richmond Street upgraded in 2000/01), Bulwer Street and William Street (commenced June 2002).

**Annual Streetlight audit,** whereby all street lights within the Town are inspected by Council Officers to ensure lights are in working order, to assess the adequacy of the lighting and to recommend additional lighting where appropriate. In July 2001, 2,910 streetlights were identified and the location logged. Some 110 or 3.8% of lights were not working which Western Power was requested to repair. The Town spent a further \$10,000 in 2001/02 supplementing the level of lighting in both residential streets and distributor roads as a result of residents' requests or to eliminate 'black spots' identified in the audit.

**Dedicated Rights of Way (ROWs) naming and lighting program.** Year two of a five-year program to name and 'light' dedicated ROWs within the Town, which in 2001/02 included Anvil Lane, Mt Hawthorn, Fiore Lane (west) and Sholl Lane, North Perth.

**Car park lighting upgrade/installation program.** Currently a number of the Town's smaller public car parks do not have any security or access lighting and as a consequence are under-utilised at night. In 2001/02 lights were installed in the Dunedin Street and 384 Oxford Street, Mt Hawthorn, car parks and the level of lighting in the Loftus Centre car park significantly upgraded. It is proposed that lighting will be installed in the remaining 'unlit' car parks progressively over subsequent financial years. Further, as an interim measure to upgrade public security, 'Power Watch Security' lights were installed in the Wasley Street car park, North Perth, and both the Britannia Reserve car parks in Mt Hawthorn.

**Underground Power was installed in Mary Street, Highgate** as part of the State Government's 'State Underground Power Scheme' as a Localised Enhancement Project. The successful implementation of the \$155,000 project ensures that the significant Ficus trees will no longer have to be severely 'V' pruned (to accommodate the powerlines) and improves public safety by enhancing the level of street lighting (by under-lighting the canopy of the trees).

**Subdivision contract supervision.** In 2001/02 the Town engaged consultants and commenced preliminary site works for a seven-lot residential subdivision project in Elven Street, North Perth. Technical Services provides contract liaison, supervision and control on behalf of the Town.



## TECHNICAL SERVICES (cont)

### Parks Services

**Manager: Jeremy van den Bok**

Parks Services primary function is the maintenance and development of parks, road reserves and streetscapes.

In addition, the section is also responsible for the maintenance and replacement of the Town's vehicle fleet and major plant/equipment.

Since January 2002, Parks Services has also taken on the responsibility of the Town's Graffiti Removal Services.

### CAPITAL WORKS IMPLEMENTED DURING 2001/2002:

#### PLAYGROUND UPGRADE PROGRAM

During the 2001/2002 financial year, the Town commenced its ten-year upgrade program of all playground areas to comply with Australian and New Zealand Standards AS/NZS 4486.1:1997.

Works include the following improvements:

- New playground equipment
- Rubber softfall areas
- Additional tree plantings (where required)
- Shade sails (where required)
- Upgrade of surrounds

#### MULTICULTURAL FEDERATION GARDEN AND CHILDREN'S PLAYGROUND

The most significant project completed during the year in association with the Community Development Section was the construction of the Multicultural Federation Garden and Children's Playground.

The gardens were designed in consultation with various multicultural communities, residents and other interested parties and included plants and structures depicting various multicultural and federation styles.



*Multicultural Federation Garden and Children's Playground: Harmony Day 2002 was held in the new park on the corner of View and Olive Streets in North Perth.*

### OTHER CAPITAL WORKS

Other capital works completed during the year were as follows: -

- AIDS memorial
- Banks Reserve redevelopment/security lighting
- Woodville Reserve – new bore/pumping unit
- Richmond St Reserve development
- Kyilla Park – resurfacing and footpath
- Shakespeare St Reserve – establishment of playground
- Hyde Park – playground mural
- Playground fencing
  - Ellesmere St Reserve
  - Banks Reserve
  - Redfern/Norham St Reserve
- Shade Sails
  - Kyilla Park
  - Ivy Park
- Birdwood Square Playground upgrade

### VEHICLE FLEET/MAJOR PLANT AND EQUIPMENT

The Town's fleet now comprises sixteen liquid petroleum gas (LPG) vehicles.

The major plant/equipment replacement program continues into its second year with two rubbish trucks being replaced after six years of operation.

A new ride-on mower with catcher facility has recently been purchased for use in many of the Town's recently upgraded reserves. This machine will produce a cleaner, more attractive finish, further improving the Town's already high maintenance standards.

### OPERATIONS (MAINTENANCE)

#### Street Trees

The Town has approximately 10,000 street trees of which 5,000 are located beneath powerlines. Pruning of street trees is undertaken annually between July and November in accordance with Western Power's clearance profiles.

Street trees not situated under powerlines are under-pruned annually and, if requested, will be thinned out and cut back off property boundaries, but generally not reduced in height.

A total of 115 street trees were removed during the year. The removals were required as the trees were either dead, in poor health and condition, or causing damage to private property. Approximately 396 trees were planted in streets throughout the Town during 2001/2002.

The Town's existing street tree policy is currently being reviewed and will be advertised for public comment in the near future.

## TECHNICAL SERVICES (cont)

### Weed Pest Control/Fertiliser Applications

Weed control of footpaths/kerbs/medians was completed in October 2001/May 2002. A phosphorous free fertiliser was applied to all Reserves excluding Smith's Lake and Hyde Park in September, December and April at a rate of 150 kg/hectare.

A turf irrigation and nutrient study (TINS) completed in 1996 is used as a basis for the management of turfed recreational areas within the Town. This ensures that use and leaching of fertilisers and pesticides is reduced by not overwatering.

### Turf Renovation

Verti-mowing, coring and top dressing of all sportsgrounds was completed November/December 2001. All precautions are taken to keep dust to a minimum and letterbox drops to adjacent residents are undertaken to forewarn them of any pending works.

### Playgrounds

Routine inspections of equipment is undertaken weekly, with a full operational inspection and maintenance program carried out four weeks prior to the commencement of each school holiday period.

As indicated previously all playground areas are to be upgraded over the next ten years to comply with AS/NZS 4486.1:1997.

### Graffiti Control

The State Government's Graffiti Taskforce ceased operations in December 2001 and the Town now operates its own graffiti removal service.

The Council has a policy of, where possible, removing all reported graffiti tags within 24 hours.

Graffiti statistics, suburb by suburb, from February to June 2002 are as follows: -



*Graffiti Removal Service:  
new Graffiti Officer Lenny Buonomo  
ready for action.*

Suburb	February	March	April	May	June	TOTAL
East Perth	19	49	77	28	12	185
Highgate	26	22	7	30	21	106
Leederville	217	90	207	269	19	802
Mt Hawthorn	206	185	460	129	113	1,093
Mt Lawley	74	19	72	192	49	406
North Perth	482	240	282	167	148	1,319
Perth	253	141	96	228	116	834
<b>TOTAL</b>	<b>1,277</b>	<b>746</b>	<b>1201</b>	<b>1043</b>	<b>478</b>	<b>4,745</b>

## OTHER ACTIVITIES

### Garden Competition

The Town's annual garden competition was conducted again in October 2001. Several local businesses and Council's contractors assisted by sponsoring this year's event.

Entries were down on previous years due to the rear courtyard category being deleted and a focus more towards water conservation being included in all categories.

Year	No. of entries
<b>1995</b>	45
<b>1996</b>	34
<b>1997</b>	70
<b>1998</b>	94
<b>1999</b>	84
<b>2000</b>	115
<b>2001</b>	71



*Garden Competition:  
Lyn Oliver's award-winning front garden in Lawler Street, North Perth.*



## PRINCIPAL ACTIVITIES PLAN

The Local Government Act 1995 (Section 5.53(2)(d)) requires that a Local Government prepare a Principal Activities Plan for each year commencing 1 July 1997 and to review that plan on an annual basis.

The 2001-02 Annual Report contains information on performance measures linked to the Principal Activities Plan. The performance measures or commonly referred to Key Performance Indicators (KPI) have been compared to the previous year's results where applicable.

On 22 June 2001, Council adopted its reviewed Principal Activities Plan for the period 2001-2005, which identified the following major activities: -

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

All of the activities included in the adopted Principal Activities Plan were undertaken during the year under review.

The Town performed to a high standard in all activity areas, generally meeting performance measures established. Details on specific activities are included in the various section reports contained within this Annual Report. In some activities, surveys of performance may not have been undertaken but other options such as responses to "Have Your Says" have been taken into account.

Operating expenditures and income for activities were either within budget or subject to minor variations only.

In regard to Major Capital Works Principal Activity - the HQ Youth Facility was completed and is now operational.

The Perth and Leederville Oval upgrades are now in the final stages of planning and it is anticipated that work will commence on these projects in early to mid-2003. No decision has yet been made on the proposed Community Facility; this is dependent on the outcome of the Seniors' Strategy, which is currently being prepared.

The proposal for the Loftus Recreation Centre will now be incorporated in the work on the Multi-purpose Indoor Sporting Facility, which is anticipated to commence in 2003/04.

The Robertson Park development is expected to proceed in early 2003 now that the sale of the Bottleyard has been finalised.

Beaufort Street land - there is unlikely to be any further action to purchase land for parking in this area.

Smith's Lake redevelopment - the subdivision portion of this project is proceeding, with the site expected to be offered for sale in November 2002. The expansion of Smith's Lake is still under consideration by the Water Corporation and the development of the reserve on the Len Fletcher Pavilion and car park site will be subject to the completion of the Multi-Purpose Indoor Sports Centre.

Finally the extension of the Veterans Tennis Pavilion - the extension proposed was too expensive and currently the club is reassessing its options to obtain best value for money.

### **The Principal Activity of Land Disposal**

The process of the sale of the Old Bottleyard was not completed in the financial year ending June 2002; however formalisation of the sale has now been completed.

As mentioned above, the Elven/Emmerson Street subdivision portion of the Smith's Lake redevelopment is proposed to be completed in the third quarter 2002, with the land being offered for sale towards the end of the year.

The proposed sale of the land to Vincent Street has been deferred to a later date.

## PRINCIPAL ACTIVITY - GOVERNANCE

### ACTIVITY

To provide efficient and effective administrative and operational services to the Elected 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 Elected Members to facilitate strategic planning and responsible decision making.

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Average number of residents per Elected Member.	2,866	2,866
• Size of Local Government.	10.4 sq km	10.4 sq km
• Average population per square kilometre.	2,480	2,480
<b>Efficiency Indicators</b>		
• Governance expenses as a percentage of operating expenditure.	5.94%	5.62%
• Average governance expenses per Elected Member.	\$129,649	\$129,914
• Average member of Council expenses per Elected Member	\$59,789	\$73,500
<b>Effectiveness Indicators</b>		
• Elector rating of overall Elected Member performance.	N/A	N/A
• Voter participation at Elections.	39.7%	N/A
• Number of Elector initiated Elector Meetings.	1	Nil
• Number of complaints received.	2	4

### GOVERNANCE

STATISTICAL INFORMATION	99/00	00/01	01/02
• Governance as a percentage of operating expenditure	5.6%	5.94%	5.62%
• Average governance expenditure per elected member – total governance	\$113,979	\$129,649	\$129,914
• Members of Council only*	\$49,490	\$59,789	\$73,500

\*Introduced 1997/98

### DECISIONS OF COUNCIL

ITEM	97/98	%	98/99	%	99/00	%	00/01	%	01/02	%
Items Considered	816		829		832		738	-	824	
Items Deferred	44	5	25	3	17	2.2	11	1.49	29	4
Recommendations Adopted	574	71	581	70	567	68.14	549	74.3	546	66
Recommendations Amended	181	22	186	23	215	25.8	169	22.8	214	26
Recommendations Not Adopted	17	2	37	4	33	3.9	9	1.21	30	4
Notices of Motion	29		22		33		17		34	
Average Meeting Time	3 Hours		3 hours & 10 minutes		2 hours & 37 minutes		2 hours & 50 minutes		3 hours & 12 minutes	
Average Public Attendance	25		35		32		33		38	



## PRINCIPAL ACTIVITY - GOVERNANCE (cont)

### ELECTIONS

#### Elector Initiated Meetings

	96/97	97/98	98/99	99/00	00/01	01/02
<b>Number of Meetings</b>	0	0	0	0	1	0

#### Ombudsman's Complaints

	96/97	97/98	98/99	99/00	00/01	01/02
<b>Number of Complaints</b>	1	0	1	1	0	5

#### Freedom of Information Requests

	96/97	97/98	98/99	99/00	00/01	01/02
<b>No. of FOI Requests</b>	6	6	7	7	7	7

## PRINCIPAL ACTIVITY – ASSET ACQUISITION AND REPLACEMENT

### ACTIVITY

To provide for the acquisition and replacement of Council's vehicles, plant and equipment assets. The major plant and waste plant are acquired and replaced in line with the five-year Plant Replacement Program. 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 currently under development.

### OBJECTIVE

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

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Effective indicators</b>		
• Percentage of Capital Expenditure financed by external funding.	12.1%	34%
• Percentage of Assets programmed for replacement actually replaced.	84.6%	87%
• Ratio of Capital Expenditure to total depreciation.	54.3%	75%

## PRINCIPAL ACTIVITY - 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.

### STRATEGIC PLAN LINK

#### Key Result Area 2 - Community and Information Services

"2.5 Consolidate Beatty Park Leisure Centre as a premier leisure centre."

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Number of Full Time Equivalent employees in the Leisure Centre.	47	47
• Number of recreation and leisure centre users per week.	19,560	17,361
• Number of swimming pool users per week.	14,189	12,477
• Number of gym users per week.	1,575	N/A (unmeasurable)
• Number of aquatic playground users per week.	N/A	1,830
• Number of activity users per week (swim school, circuit, aerobics, aquarobics, yoga, personal training, tiny tumbler, massage).	1,749	1,675
<b>Efficiency Indicators</b>		
• Net cost of operating Leisure Centre per user.	\$0.10	\$0.11
• Net cost per Full Time Equivalent employee.	\$2,094	\$2,094
• Operating cost per hour open to the public.	\$18.38	\$18.38
<b>Effectiveness Indicators</b>		
• Leisure Centre total operating hours per week.	102.75	102.75
• Leisure Centre's written complaints per 1,000 capita.	<0.1%	<0.1%
• Percentage of Leisure Centre users to resident population.	N/A	N/A (unmeasurable)
• Percentage of Centre Users who rate the facility as good or better.	N/A	N/A (unmeasurable)



## BEATTY PARK LEISURE CENTRE ATTENDANCE FIGURES

### STATISTICAL INFORMATION

CATEGORY	97/98	98/99	99/00	00/01	01/02
Adult Swim	208,850	189,500	185,000	181,500	180,100
Child Swim	125,850	97,445	87,445	90,300	85,665
Student Swim	26,040	25,400	27,408	23,100	20,250
Pensioner/Senior Swim	78,450	78,350	68,350	71,200	65,050
Sauna/spa/steamroom/swim	19,560	19,894	19,800	19,550	17,850
Pensioner Sauna/spa/steamroom/swim	11,985	12,010	12,050	11,360	12,960
Trainer Swim	29,890	30,005	31,545	31,600	30,010
Family Swim (2 adults & 2 children)	26,290	21,235	23,432	23,150	19,950
Baby Toddler - free	71,050	68,350	72,350	72,400	65,300
Spectator	56,400	55,465	56,560	56,850	51,250
In-term Swim & VacSwim	105,650	97,050	98,888	97,150	45,600
Carnival	54,500	48,560	38,560	41,100	32,600
Birthday Party participants	5,525	6,045	6,025	5,610	2,853
Swim School - parent baby	12,850	11,650	10,827	12,040	10,035
Swim School - pre-school	28,950	23,500	23,542	20,900	17,620
Swim School - school age	31,560	32,800	31,890	33,210	31,520
Swim School - adult	5,860	5,650	4,680	3,210	1,820
Swim School - one to one	0	452	565	440	1,020
Member entry	129,050	139,500	169,500	172,650	170,250
Casual Gym	2,620	2,450	2,678	2,680	2,080
Fitness Appraisal	1,385	1,480	1,560	1,640	1,655
50+FIT	0	1,202	1,234	1,560	720
Aerobics (not including members)	5,410	6,005	6,489	6,550	6,010
Circuit Gym (not including members)	2,550	3,480	3,580	3,590	3,590
Aquarobics (not including members)	9,580	12,010	12,912	12,950	8,590
Massage	328	352	385	250	490
Personal Training	0	0	565	650	685
Yoga	1,850	3,932	3,984	4,100	4,580
Tiny Tumblers	565	645	650	670	420
Crèche	14,260	15,040	15,886	15,100	12,263
<b>TOTAL</b>	<b>1,066,858</b>	<b>1,009,457</b>	<b>1,018,394</b>	<b>1,017,060</b>	<b>902,786</b>

## PRINCIPAL ACTIVITY - LIBRARY SERVICES

### ACTIVITY

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

### OBJECTIVES

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

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Number of Library loans per annum.	209,552	207,487
• Total registered members.	17,888	19,891
• Total number of requests per annum per member.	0.44	0.52
<b>Efficiency Indicators</b>		
• Total number of requests satisfied.	6,287	8,387
• Total members served per staff member Full Time Equivalent.	10	20.13
• Total book loans per staff member Full Time Equivalent.	20,955	21,000
• Library operating expenditure per member.	\$38.81	\$37
<b>Effectiveness Indicators</b>		
• Number of Library loans per member.	12	10.38
• Total hours per week of access.	49.5	49.5
• Hours of access outside normal office hours.	12	12
• Current membership as percentage of Local Government population.	54%	42.9%
• Number of users of Internet terminals per week.	77	70
• Customer satisfaction level.	N/A	N/A

### STATISTICAL INFORMATION

ITEM	97/98	98/99	99/00	00/01	01/02
Adult Membership	12,169	12,159	13,949	14,825	16,208
Child Membership	2,402	2,602	3,017	3,063	3,193
Total Membership	15,572	14,761	16,966	17,888	19,891
% Residents Membership	56.4%	57.2%	65.7%	54%	44.37%
No. of housebound readers	77	109	125	111	135
Average Monthly Transactions	28,000	29,000	32,000	33,620	33,308
No. of Library Board stock per capita	.90	1.02	1.2365	1.2070	1.21
Library Board Standard	1.25	1.25	1.25	1.25	1.25
No. of items issued	176,000	182,000	201,000	209,552	207,387
Library Gross Expenditure	\$542,129	\$591,294	\$649,232	\$694,262	\$729,741
Cost per issue	\$3.08	\$3.25	\$3.23	\$3.31	\$3.51



## PRINCIPAL ACTIVITY – LAW AND ORDER SERVICES

### ACTIVITY

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

### OBJECTIVE

To provide the residents, ratepayers and business proprietors of the Town of Vincent 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	00/01	01/02
<b>Workload Indicators</b>		
• Expenditure per property serviced by Ranger Services.	\$82	\$90
• Total annual complaints received per head of capita.	0.28	0.43
• Average Rangers Services patrol kilometres per week.	N/A	N/A
• Number of reports received to which Rangers Services response is warranted.	7,265	7,307
<b>Efficiency Indicators</b>		
• Cost per Ranger per patrol hour.	\$16	\$16
• Cost per Rangers Service Full Time Equivalent.	\$27,607	\$41,357
• Response time to reports received.	2 hours*	2 hours*
• Responses handled per Full Time Equivalent.	1,038	913
<b>Effectiveness Indicators</b>		
• Percentage of rateable properties covered by Ranger Services.	100%	100%
• Percentage of total reports warranting Ranger response to which response was provided.	100%	100%
• Total reported complaints.	16,000	11,186
• Number of complaints received – re: Ranger Services.		#

\* Dog attacks actioned immediately

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

\* Dependent on severity of complaint

# See statistical information

## PRINCIPAL ACTIVITY – LAW AND ORDER SERVICES (cont)

### STATISTICAL INFORMATION

NUMBER OF COMPLAINTS	97/98	98/99	99/00	00/01	01/02
Litter	72	206	163	254	223
Dogs General	118	179	327	212	219
Dogs Noise	52	131	120	84	67
Dogs Attacks	14	40	68	41	22
Graffiti	0	285	301	398	N/A
Bush Fire/Burn off	28	18	55	27	21
<b>No of Infringement Notices Issued</b>					
Dog Act	69	75	222	84	79
Litter Act	24	21	27	33	20
Number of dogs impounded	116	201	243	159	150
Number of dogs claimed	81	154	198	134	128
Number of dogs sold	8	10	10	16	9
Number of dogs euthanased	25	34	35	9	13

## PRINCIPAL ACTIVITY – CAR PARKS AND PARKING CONTROL

### ACTIVITY

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

### OBJECTIVE

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

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Parking revenue as a percentage of overall revenue.	5.3%	5.52%
• Total number of infringements issued per annum.	12,476	13,656
• Total number of infringements issued per capita.	0.48	0.62
<b>Efficiency Indicators</b>		
• Number of infringements issued per Full Time Equivalent (FTE).	1,560	1,707
<b>Effectiveness Indicators</b>		
• Percentage of revenue over total expenditure for car parks and parking control.	111%	110%
• Number of complaints received by residents on street parking in residential areas.	N/A*	N/A*
• Number of complaints received re: Ranger Services regarding parking in the Town of Vincent.	3,318	3,428
• Number of complaints received re: parking control service.	N/A*	#

\*Data not available in this detail.

# See statistical information.



## PRINCIPAL ACTIVITY – CAR PARKS AND PARKING CONTROL (cont)

### STATISTICAL INFORMATION

	97/98	98/99	99/00	00/01	01/02
<b>Number of Complaints</b>					
Parking	927	1,090	1,311	1,588	1,497
<b>No of Infringement Notices Issued</b>					
Parking	7,240	10,873	13,761	12,476	13,656
<b>Types of Infringement/Notice</b>					
Failure display ticket	3,828	4,698	5,888	4,645	4,300
Stop longer T/Allowed	1,268	2,085	2,777	3,655	4,300
Stopping-No Stopping Area	562	1,052	1,279	1,192	1,392
Stopping on footpath	295	678	428	263	225
Stopping on Clearway	485	889	888	987	635
Not headed in traffic direction	209	330	361	195	231
No Parking-Restricted period	58	163	85	37	105
Unlawful private property	46	251	165	325	231
Other	19	64	149	247	247
No parking any time	47	154	212	181	61
Not wholly in M/Stall	63	33	54	51	35
Stopping – verge	67	171	121	195	131
Stop Taxi/Bus Stop	38	37	49	58	64
Causing obstruction	17	51	49	46	141
Parking Disabled Bay	46	44	108	34	15
Stop Loading Zone	74	134	138	160	177
Stop particular Class	101	37	166	269	844
Park in excess of 24 hours	-	-	66	108	100
<b>No of Full-time Employees</b>	6	7	8	8	8
<b>No of Infringements Issued per FTE</b>	1,206	1,553	1,720	1,560	1,707

## PRINCIPAL ACTIVITY – CAR PARKS AND PARKING CONTROL (cont)

### PARKING REVENUE COMPARISON 1997 – 2002

	97/98	98/99	99/00	00/01	01/02
<b>Inspectorial Control</b>					
Modified Penalties	374,441	350,284	320,020	456,596	465,674
Court Imposed Penalties	10,132	20,371	15,617	39,873	57,497
Sale of Parking Signs	519	509	500	614	364
Other Revenue	541	3,462	759	286	2,634
<b>Total</b>	<b>385,633</b>	<b>374,626</b>	<b>336,896</b>	<b>497,369</b>	<b>526,169</b>
<b>Car Parks</b>					
Frame Court	176,459	231,699	267,195	286,724	272,993
Brisbane Street	29,762	27,198	31,679	33,399	31,260
Raglan Road*	3,178	3,040	4,647	6,491	5,667
The Avenue*	71,426	81,178	106,662	106,915	122,867
Chelmsford Road*	4,950	4,000	5,568	5,354	5,072
Barlee Street	0	0	0	0	8,520
<b>Total</b>	<b>285,775</b>	<b>347,025</b>	<b>415,751</b>	<b>438,883</b>	<b>446,379</b>
*No ticket machines until 1997					
<b>Kerbside Parking</b>					
William Street*	62,523	60,794	61,353	58,177	66,554
*No kerbside ticket machines until 1997					
<b>PARKING REVENUE TOTAL</b>	<b>733,931</b>	<b>782,445</b>	<b>814,000</b>	<b>994,429</b>	<b>1,039,102</b>

## PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL

### ACTIVITY

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

### OBJECTIVE

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



## PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL (cont)

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Comparative Indicators</b>		
• Net planning and regulatory costs per capita.	\$54	\$37
• Number of planning applications determined through the year.	361	556
• Development applications.	238	472
• Survey strata title applications.	49	34
• Subdivision referrals.	45	50
• Change of land use applications.	18	50
• Home occupation applications.	11	22
• Requests for Town Planning Scheme amendments.	2	10
<b>Efficiency Indicators</b>		
• Percentage of planning applications determined under delegated authority.	59%	20%
• Development applications.	31%	20%
• Survey strata title applications.	13%	85%
• Subdivision referrals.	10%	90%
• Change of land use applications.	2%	9%
• Home occupation applications.	1%	4%
• Requests for Town Planning Scheme amendments.	Nil	Nil
• Average net cost of processing planning applications.	\$1,143	\$1,323
• Average planning application processing time.	38 working days	37 days
• Development applications.	37 working days	34 days
• Survey strata title applications.	44 working days	63 days
• Subdivision referrals.	37 working days	54 days
• Change of land use applications.	38 working days	42 days
• Home occupation applications.	31 working days	36 days
• Requests for Town Planning Scheme amendments.	N/A	N/A
• Percentage of applications processed within statutory time frame.	80%	62%
<b>Effectiveness Indicators</b>		
• Percentage of appeals per application decision.	10%	1.8%
<p><i>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, survey strata and freehold subdivision applications.</i></p> <p><i>There are no formal appeal rights on requests for town planning scheme amendments.</i></p>		
• Percentage of successful appeals per appeal lodged.	15%	2%
• Formal planning complaints per thousand population.	N/A	N/A
• Formal planning complaints per application determined.	N/A	N/A
<p><i>The data for determining the written planning complaints per thousand population and written planning complaints per application determined are not readily available from the Town's records/document management systems. The Town is currently further developing the Service Requests/Complaints Module. This Module will readily provide the necessary data to determine these planning complaints Key Performance Indicators (KPIs). It is therefore considered more appropriate that these KPIs data are provided at a later date.</i></p>		

## PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL (cont)

### STATISTICAL INFORMATION

DESCRIPTION	96/97	97/98	98/99	99/00	00/01	01/02
<b>Planning Applications</b>	202	213	299	368	361	472
• Home Occupation	15	37	19	36	8	18
• Home Occupations – renewals	2	7	7	3	3	4
• Demolition only	35	11	27	40	40	25
• Demolition and Redevelopment						37
<b>Total</b>	<b>239</b>	<b>268</b>	<b>352</b>	<b>447</b>	<b>412</b>	<b>556</b>
<b>Planning Appeals - Minister</b>						
Total Number	16	11	15	22	23	5
Appeals Dismissed	7	7	3	8	3	1
Appeals Upheld	9	4	12	14	6	1
Appeals Dismissed (part)					1	1
Appeals Withdrawn					4	-
Appeals Pending					9	2
<b>Planning Appeals- Tribunal</b>						
Total Number					3	5
Appeals Dismissed					1	-
Appeals Upheld					2	1
Appeals Dismissed (part)						1
Appeals Withdrawn						1
Appeals Pending						2
<b>TOTAL NUMBER OF APPEALS</b>	<b>16</b>	<b>11</b>	<b>15</b>	<b>22</b>	<b>26</b>	<b>10</b>



## PRINCIPAL ACTIVITY - BUILDING MANAGEMENT AND CONTROL

### ACTIVITY

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

### OBJECTIVES

1. 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.
2. To manage the Town's building assets and to ensure the Town's buildings are maintained to a satisfactory level that ensures both health and safety of the users of the buildings.

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Number of building applications per year.	443	548
• Average value of building applications per year.	\$71,285	\$90,409
• Building control revenue to expenditure ratio.	0.38	0.49
<b>Efficiency Indicators</b>		
• Average number of working days to decide building application.	16	49
• Percentage of building licence applications processed within 35 days.	91%	66%
• Percentage of private swimming pools inspected during the year.	Nil	Nil – due 2003
• Net private swimming pool inspection costs per inspection.	Nil	Nil – due 2003
<b>Effectiveness Indicators</b>		
• Percentage of appeals per building licence application decision.	4%	4%
• Percentage of successful appeals lodged.	33%	0.4%
• Percentage of pools inspected that require second or subsequent inspection to ensure compliance.	Nil	Nil – due 2003

### STATISTICAL INFORMATION

DESCRIPTION	96/97	97/98	98/99	99/00	00/01	01/02
<b>Building Licences</b>	545	500	489	442	350	499
• Demolition Licences	35	43	56	67	40	33
• Sign Licences	22	26	18	13	8	16
<b>Total</b>	<b>602</b>	<b>569</b>	<b>563</b>	<b>522</b>	<b>398</b>	<b>548</b>
• Value	\$30,431,696	\$33,507,803	\$30,732,511	\$41,684,323	\$31,579,141	\$49,544,472
<b>Private Pool Inspections*</b>						
Number of Pools Inspected	-	-	-	310	-	-
Number of Pools Requiring Re-Inspection	-	-	-	211	-	-
% of Pools Requiring Re-Inspection	-	-	-	69.4%	-	-

(\*Inspections are only carried out every four years) - due 2003

## PRINCIPAL ACTIVITY - HEALTH SERVICES

### ACTIVITY

To ensure overall compliance with all statutory health and noise legislation and codes.

### 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	00/01	01/02
<b>Workload Indicators</b>		
• Health Service expenditure as a percentage of total operating expenditure.	2.5%	2.7%
• Health expenditure per head of population.	\$19	\$22
• Number of premises inspections required per annum:		
• Class 1	362	386
• Class 2	20	20
• Class 3	58	64
• Class 4	20	20
• Class 5	13	13
• Public buildings	65	60
• Public swimming pools	19	24
• Lodging houses	25	25
• Hairdressers and skin penetration premises	25	25
• Offensive trades	16	20
• Pest control	252	173
• Noise	309	364
• Other nuisances	565	1,040
• Number of Child Health Centres per thousand capita.	6.25	6.25
• Number of complaints received per annum.	1,126	1,577
<b>Efficiency Indicators</b>		
• Percentage of premises inspections completed during the year - for each type:		
• Class 1	100%	100%
• Class 2	100%	100%
• Class 3	98%	100%
• Class 4	70%	100%
• Class 5	65%	100%
• Public buildings	58.3%	80%
• Public swimming pools	50%	65%
• Lodging houses	85.71%	71%
• Hairdressers and skin penetration premises	80%	58%
• Offensive trades	75%	100%
• Pest control	100%	100%
• Noise	87.50%	98%
• Number of food samples submitted for analysis per thousand capita.	2.79	5.46
• Net cost of immunisation service for vaccination.	\$40,034	\$46,370
• Immunisation cost per vaccination.	\$41	\$47



## PRINCIPAL ACTIVITY - HEALTH SERVICES (cont)

### Effectiveness Indicators

• Vaccinations per thousand capita by Local Government's immunisation service.	38.77	25.31
• Percentage of unsatisfactory food samples relative to total samples submitted for analysis.	2.78%	7.09%
• Percentage of regular inspected premises failing to meet a satisfactory level of health compliance - for each type:		
• Class 1	10%	3.8%
• Class 2	7%	0%
• Class 3	15%	0%
• Class 4	10%	2.5%
• Class 5	20%	1.0%
• Public buildings	29%	5.0%
• Public swimming pools	3%	1%
• Lodging houses	17%	1.7%
• Hairdressers and skin penetration premises	5%	2%
• Offensive trades	17%	1%
• Pest control	14%	0%
• Noise	3%	0.06%

Class 1 (cooking), Class 2 (seafood, poultry, bakeries), Class 3 (bakery only bread, tearoom), Class 4 (deli, supermarkets, groceries), Class 5 (fruit & veg, liquor store)

### STATISTICAL INFORMATION

INFECTIOUS DISEASES	97/98	98/99	99/00	00/01	01/02
Campylobacter	21	17	19	25	21
Giardiasis	11	13	13	9	3
Salmonellosis	1	3	8	10	3
Hepatitis	0	1	1	1	0
Shigellosis	3	1	2	0	0
Vibrio Parahaemolyticus	0	1	0	0	0
Typhoid	0	1	0	0	0
Legionella	0	0	1	0	0
Ross River Virus	0	0	0	0	0
Amoebiasis	0	0	0	0	0
<b>Total</b>	<b>36</b>	<b>37</b>	<b>44</b>	<b>45</b>	<b>27</b>

## PRINCIPAL ACTIVITY - HEALTH SERVICES (cont)

<b>Inspections</b>					
Restaurants	220	351	506	504	498
Take-Aways	598	684	693	688	521
Tearooms	50	53	59	62	83
Dining rooms	45	48	47	51	67
Food premises	371	382	376	371	363
<b>Total</b>	<b>1284</b>	<b>1518</b>	<b>1681</b>	<b>1676</b>	<b>1532</b>
<b>No of Health Notices Issued</b>					
	56	51	48	41	23
<b>No of Upgrading Orders Issued for Food Premises</b>					
	16	21	24	26	18
<b>Food Samples</b>					
Chemical food Samples	59	47	58	98	68
Complying Samples	59	42	49	96	62
Units used	506	379	545	920	692
Microbiological Samples	20	8	49	33	34
Microbiological Swabs	12	39	25	18	26
<b>Immunisation</b>					
Number of people Immunised	352	393	336	215	653
Cost of Service	\$6,944	\$6,954	\$6,977	\$6,320	\$6,809
<b>Number of Child Health Centres</b>					
	4	4	4	4	4
Harold Street – Highgate	567	390	N/A*	N/A*	341
Loftus Centre – Leederville	536	465	N/A*	N/A*	194
Mount Hawthorn	1,197	1,436	N/A*	N/A*	687
View Street – North Perth	131	229	N/A*	N/A*	438
*Information not available from Swan Health District					
<b>Noise Complaints</b>					
Number of Noise Complaints	174	281	302	309	364
<b>Number of Directives Issued</b>					
	6	22	8	9	9
<b>Number of Pollution Abatement Notices Issued</b>					
	0	0	0	0	0
<b>Substandard Housing Inspections</b>					
Number of Inspections	38	41	56	64	86



## PRINCIPAL ACTIVITY - 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 and 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	00/01	01/02
<b>Workload Indicators</b>		
• Hectares of parks, gardens and recreation grounds per thousand capita passive and active.	4.03	4.03
• Annual cost of parks and recreation grounds maintenance per rateable property.	\$67.73	\$80.60
<b>Efficiency Indicators</b>		
• Net cost of operating specific facility.	\$37,915	\$45,103
• Annual maintenance cost per hectare for parks and recreation grounds.	\$9,397	\$10,942
• Annual maintenance cost per hectare for street tree verge maintenance.	\$5,986	\$7,316
<b>Effectiveness Indicators</b>		
• Survey result percentage of residents who consider the conditions of parks and recreation grounds to be good or better.	N/A	*
• Percentage of residents who consider the general safety of parks and recreation grounds to be good or better.	N/A	*
• Percentage of residents who regularly use parks, gardens and recreation grounds.	N/A	*

\*No specific survey conducted but regular feedback positive through "Have Your Says".

### STATISTICAL INFORMATION

	97/98	98/99	99/00	00/01	01/02
<b>Workload Indicators</b>					
• Hectares of parks, gardens and recreational grounds per thousand capital	4.12	4.13	4.16	4.03	4.03
• Cost of parks, gardens and recreational grounds maintenance per rateable property	\$86.27	\$83.82	\$82.90	\$67.73	\$80.60
• Number of passive/active reserves	<i>Passive</i> 26	<i>Passive</i> 26	<i>Passive</i> 28	<i>Passive</i> 28	<i>Passive</i> 30
	<i>Active</i> 21	<i>Active</i> 21	<i>Active</i> 21	<i>Active</i> 21	<i>Active</i> 21

	96/97	97/98	98/99	99/00	00/01	01/02
• Number of trees planted per year	320	315	525	682	662	419
<b>Efficiency Indicators</b>						
• Nett cost of operating specific facility	\$25,627	\$25,713	\$26,570	\$35,101	\$37,915	\$45,103
• Maintenance cost per hectare for Parks and Recreation Grounds	\$10,125	\$9,602	\$9,189	\$9,072	\$9,397	\$10,942

## PRINCIPAL ACTIVITY - PARKS AND SPORTS GROUNDS (cont)

	97/98	98/99	99/00	00/01	01/02
• Maintenance cost per hectare for street tree / verge maintenance	\$5,825	\$5,485	\$5,744	\$5,986	\$7,316

RESERVE BOOKING STATISTICS	97/98	98/99	99/00	00/01	01/02
<b>Braithwaite Park</b>					
<i>Number of Bookings</i>	4	4	12	5	7
<i>Number of Users</i>				1,415	1,781
<i>Revenue</i>	\$45	\$45	\$100	\$50	\$260
<b>Hyde Park</b>					
<i>Number of Bookings</i>	84	140	146	112	115
<i>Number of Users</i>				12,495	17,349
<i>Revenue</i>	\$811	\$22,527	\$2,641	\$1,702	\$2,345
<b>Banks Reserve</b>					
<i>Number of Bookings</i>	4	9	12	8	7
<i>Number of Users</i>				2,451	1,450
<i>Revenue</i>	\$90	\$292	\$634	\$146	\$205
<b>Beatty Park Reserve</b>					
<i>Number of Bookings</i>	211	230	256	236	224
<i>Number of Users</i>				4,242	2,824
<i>Revenue</i>	\$1,087	\$2,113	\$2,429	\$1,254	\$1,712
<b>Woodville Reserve</b>					
<i>Number of Bookings</i>	20	60	64	72	60
<i>Number of Users</i>				764	671
<i>Revenue</i>	\$220	\$1,946	\$1,789.5	\$2,247	\$539
<b>Britannia Road Reserve</b>					
<i>Number of Bookings</i>	330	400	545	556	523
<i>Number of Users</i>				29,955	69,608
<i>Revenue</i>	\$6,612.80	\$8,789	\$4,617	\$4,662	\$4,392
<b>Charles Veryard Reserve</b>					
<i>Number of Bookings</i>	100	120	144	88	N/A
<i>Number of Users</i>				4,403	9,576
<i>Revenue</i>	\$8,252.10	\$9,456.38	\$1,672	\$836	Leased
<b>Les Lilleyman Reserve</b>					
<i>Number of Bookings</i>	80	100	34	38	42
<i>Number of Users</i>				1,078	1,656
<i>Revenue</i>	\$626.40	\$1,466.40	\$828.80	\$882	\$1,553
<b>Menzies Park Reserve</b>					
<i>Number of Bookings</i>	160	100	164	25	32
<i>Number of Users</i>				4,556	5,748
<i>Revenue</i>	\$3,474	\$1,842	\$3,466.75	\$875	\$1,115



## PRINCIPAL ACTIVITY - PARKS AND SPORTS GROUNDS (cont)

<b>Birdwood Square</b>					
Number of Bookings	70	50	55	72	74
Number of Users				402	428
Revenue	\$1,272	\$720	\$825	\$1,295	\$210
<b>Forrest Park</b>					
Number of Bookings	202	230	232	230	236
Number of Users				4,112	28,830
Revenue	\$1,081	\$1,599	\$868	\$1,049	\$478

A review of these statistics was undertaken and number of users was deemed to be a more relevant measure than the number of bookings.

## PRINCIPAL ACTIVITY - INFRASTRUCTURE, CONSTRUCTION AND MAINTENANCE

### ACTIVITY

The management and maintenance of an effective and efficient infrastructure system for roads, drainage, 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, ensure that adequate levels of vehicular parking exists within designated strategic locations and develop and maintain streetscape improvements to achieve an attractive visual environment. Progressively carry out improvements to rights of way (ROWs).

### OBJECTIVE

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

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Road preservation expenditure ratio.	0.14	0.13
• Own resources roadwork expenditure per rateable property.	\$145.58	\$153
• Proportion of total expenditure applied to sealed roads.	10.07%	11.53%
<b>Efficiency Indicators</b>		
• Percentage of utilisation and road making plant.	75%	74%
• Percentage of road asset network assessed for a set condition.	100%	15%
• Percentage of road construction completed within the year.	81.20%	75%
• Average cost of verge or streetscape maintenance per hectare.	\$382	\$431
<b>Effectiveness Indicators</b>		
• Road condition ratio.	0.42	0.57
• Percentage of road capital expenditure to road depreciation.	2.24%	96%
• Road preservation performance ratio.	0.62	0.71

## PRINCIPAL ACTIVITY - WASTE MANAGEMENT

### ACTIVITY

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

1. Weekly domestic service.
2. Fortnightly recycling service.
3. Bulk verge collections.
4. Provision of compost bins at cost price.

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

### OBJECTIVE

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

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Annual charge for domestic waste collection services.	Nil*	Nil*
• Waste management revenue to expenditure ratio.	\$0.11	\$0.04
• Number of residential waste collections per week.	10,400	10,950
• Total tonnes of waste to landfill per annum.	12,408	12,375
<b>Efficiency Indicators</b>		
• Waste collection cost per tonne.	\$115	\$109
• Waste collection cost per service.	\$122	\$94
• Net recycling cost per tonne.	\$73.36	\$91
• Total annual waste management expenditure per capita.	\$68.49	\$65
<b>Effectiveness Indicators</b>		
• Number of complaints per thousand capita.	0.40	0.5
• Percentage of missed services per week.	0.02%	0.02%

\* The Town does not currently have a separate rubbish charge.



## PRINCIPAL ACTIVITY - WASTE MANAGEMENT (cont)

### STATISTICAL INFORMATION

RUBBISH COLLECTION	97/98	98/99	99/00	00/01	01/02
Rateable Properties			14,105	14,500	14,375
Residential Properties serviced				10,450	10,750
Commercial Properties serviced by Town of Vincent (includes Churches, Schools, halls and some vacant blocks that are under development)			4,000	4,050	4,550
Commercial Properties not serviced by Town of Vincent			2,950	2,950	2,950
Total domestic and commercial rubbish tipping costs					\$264,623
Total tonnes domestic and commercial rubbish collected					11,761
<b>Recycling - Domestic</b>					
Paper	602.98	614.89	672.4	693.1	662
Co mingled	435.97	390.46	466.56	566.56	530
<b>Total Tonnage</b>	<b>1038.95</b>	<b>1005.35</b>	<b>1138.96</b>	<b>1277.03</b>	<b>1192</b>
<b>Recycling - Commercial</b>					
Paper	647.21	725.78	827.82	822.82	511
Co mingled					270
<b>Total Tonnage</b>					781
<b>Public Tidy Bins/Parks</b>					
Tipping cost per tonne	\$13.99	\$19.80	\$17.09	\$22.50	\$22.50
Tipping Costs	\$7,559	\$15,040	\$9,818	\$14,582	\$13,298
Tonnes	540.4	759.3	574.2	648.1	591
Collection Cost				\$77,500	\$90,000
Collection Cost per tonne				\$120	\$152
<b>Bulk Verge Collection</b>					
Contractor's cost per annum	\$116,000	\$120,388	\$120,388	\$87,711	\$112,050
Tipping costs per annum	32,171	26,309	19,353	\$16,838	\$37,497
Hard Waste collected	1043.9	656.6	1052	314	345
Green Waste collected	315	392.7	455	606	545

## PRINCIPAL ACTIVITY – COMMUNITY DEVELOPMENT

### ACTIVITY

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

### OBJECTIVES

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

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Participant numbers in events.	10,403	10,114
• Number of events serviced.	35	37
<b>Efficiency Indicators</b>		
• Client feedback on services provided.	See below	See below
<b>Effectiveness Indicators</b>		
• Evaluation surveys on events.	Approximately 1,200 total surveys have been collected 90% rated the organisation of the events as 4 or 5 (Likert scale with 1 being for badly organised and 5 for well organised) 85% of those surveyed would like to attend the event again.	Approximately 740 total surveys have been collected. 92% rated the organisation of the events as 4 or 5 (Likert scale with 1 being for badly organised and 5 for well organised) 86% of those surveyed would like to attend the event again.
• Percentage of external funding compared with total Community Development expenditure.	8.94%	11.37%



## PRINCIPAL ACTIVITY – COMMUNITY DEVELOPMENT (cont)

### STATISTICAL INFORMATION

HALL BOOKING STATISTICS	97/98	98/99	99/00	00/01	01/02
<b>North Perth Town Hall</b>					
<i>Number of Bookings</i>					
<i>main hall</i>	225	285	274	262	309
<i>lesser hall</i>	67	25	leased to ECU	leased to ECU	31
<i>Number of Users</i>					
<i>main hall</i>				2,778	2,421
<i>lesser hall</i>				leased	562
<i>Revenue</i>	\$4,597	\$9,599	\$10,007	\$6,223	\$6,518
<i>Total Revenue</i>	\$7,134	\$22,112	\$16,076	\$12,350	\$8,633
<i>Total Expenditure</i>	\$8,285	\$29,208	\$15,439	\$11,802	\$33,934
<i>Nett Return</i>	\$-1,151	\$-7,096	\$637	\$548	-\$25,301
<b>Mount Hawthorn Community Centre</b>					
<i>Number of Bookings</i>					
<i>main hall</i>	256	219	240	252	268
<i>lesser hall</i>	237	552	627	628	835
<i>Number of Users</i>					
<i>main hall</i>				10,507	7,620
<i>lesser hall</i>				14,361	14,988
<i>Revenue</i>	\$6,513	\$17,379	\$21,931	\$18,735	\$19,706
<i>Total Revenue</i>	\$13,046	\$17,495	\$24,138	\$20,731	\$21,526
<i>Total Expenditure</i>	\$50,656	\$54,688	\$51,260	\$55,137	\$50,586
<i>Nett Return</i>	\$-37,610	\$-37,193	\$-27,122	\$-34,406	-\$29,060
<b>Banks Reserve Pavilion</b>					
<i>Number of Bookings</i>	304	224	280	294	342
<i>Number of Users</i>				3,429	4,928
<i>Revenue</i>	\$3,791	\$6,013	\$5,799	\$6,296	\$5,413
<i>Total Revenue</i>	\$3,791	\$6,013	\$5,799	\$7,005	\$5,413
<i>Total Expenditure</i>	\$11,389	\$16,631	\$13,991	\$14,023	\$13,914
<i>Nett Return</i>	\$-7,598	\$-10,618	\$-8,192	\$-7,018	-\$8,501
<b>Menzies Park Pavilion</b>					
<i>Number of Bookings</i>	29	31	28	32	69
<i>Number of Users</i>				1,912	1,240
<i>Revenue</i>	\$3,474	\$1,842	\$3,466	\$1,361	\$1,563
<i>Total Revenue</i>	N/A	N/A	N/A	N/A	N/A
<i>Total Expenditure</i>	N/A	N/A	N/A	N/A	N/A
<i>Nett Return</i>	-	-			

## PRINCIPAL ACTIVITY – COMMUNITY DEVELOPMENT (cont)

<b>Royal Park Hall</b>					
Number of Bookings	N/A	N/A	168	173	206
Number of Users				8,140	7,436
Revenue	N/A	N/A	\$7,105	\$9,994	\$6,913
Total Revenue	N/A	N/A	\$25,369	\$25,685	\$25,889
Total Expenditure	N/A	N/A	\$37,385	\$39,368	\$65,143
Nett Return	-	-	-\$1,206	-\$13,683	-\$39,254

## PRINCIPAL ACTIVITY – LAND DISPOSAL

### ACTIVITY

To provide for the disposal of any land surplus to the requirements of the Town and maximise the financial return to the Town on the disposal.

### OBJECTIVE

To provide a program for the orderly disposal of surplus land in a manner that maximises the financial return to the Town and for the lodgement of resultant monies in the appropriate reserves or for capital infrastructure work.

KEY PERFORMANCE INDICATORS	00/01	01/02
<b>Workload Indicators</b>		
• Number of surplus land identified for sale.	5	1
• Net return on individual sales to the Town:		-
• 143 Charles Street	100%	-
• Lots 33 & 34 Sholl Lane	98%	-
• 19 Melrose Street	97.4%	-
• 501 - 506 Bold Court	69%	-
• Lot 606 Toorak Rise	91%	-
• Lot 601 - 614 Toorak Rise (excluding Lot 611)		91%
<b>Efficiency Indicators</b>		
• Net gain on disposal of land.	\$1.519 million	\$1.928 million
<b>Effectiveness Indicators</b>		
• Investment return average.	5%	TBA
• Land disposal average return.	92%	91%



## PRINCIPAL ACTIVITY – MAJOR CAPITAL WORKS LAND AND BUILDINGS

### ACTIVITY

*To provide quality facilities and reserves for the benefit of the residents of the Town.*

### OBJECTIVE

*To construct and develop buildings and reserves that are in accordance with the vision of the Town.*

### KEY PERFORMANCE INDICATORS

- The projects to be completed within the stipulated timeframe.
- Projects to be completed within the allocated funds budgeted.

#### HQ Youth Facility

##### Status

The HQ Youth Facility building was completed in November 2001. Official opening of the facility was held in February 2002.

#### Leederville Oval Upgrade

##### Status

Oldfield Knott Architects appointed on 14 May 2002. Working drawings being prepared. Additional funding being sought from the State Government. Construction anticipated to commence December 2002.

#### Perth Oval Upgrade

##### Status

Peter Hunt Architects appointed on 14 May 2002. Tenders for consultants and subconsultants advertised. Conceptual designs currently being prepared. It is anticipated that work will commence on this project in April 2003.

#### Robertson Park Redevelopment

##### Status

The Robertson Park Redevelopment is subject to funding from the sale of the "Old Bottleyard site". (The Council accepted an offer on that site on 15 August 2002.) The redevelopment work will be scheduled into the Capital Works Program on receipt of the funds (as per Council decision).

#### Community Facility

##### Status

The Town has commissioned the preparation of a Seniors' Strategy. A decision on the development of a community facility will not be taken until the recommendations of the Seniors' Strategy are publicised.

#### Loftus Recreation Centre Extension

##### Status

This extension will now be considered as part of the State Indoor Multi-Use Sports Centre. Peter Hunt Architects were appointed on 14 May 2002 for the project.

#### Beaufort Street - Land

##### Status

No progress.

#### Smith's Lake Redevelopment

##### Status

The sub-divisional works have commenced. It is planned that the site will be ready for sale by public auction in November/December 2002.

#### Extension of the Veteran's Tennis Pavilion

##### Robertson Park

##### Status

This project has been deferred until February/March 2003. The cost of the proposed extension was significantly higher than the funds available. The project is to be reviewed after the Australian Championships to be held at Robertson Park in January 2003. An alternative extension proposal will be put to the members at that time.

## COMPETITION PRINCIPLES AGREEMENT

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

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

### Competitive Neutrality

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

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

### Structural Reform of Public Monopolies

The Town does not operate any Public Monopolies within the CPA definition and accordingly there is no reporting requirement.

### 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.

During this year the Town continued the process of reviewing all Local Laws. The Local Government Act 1995 requires all existing Local Laws to be reviewed every eight years. As part of this process the intention to review Local Laws is advertised in the press as required by the Local Government Act, thus giving residents and ratepayers the opportunity to comment on any proposed changes, additions or deletions to the Town's Local Laws.

During the reporting period a review of all Local Laws continued in accordance with the requirements of the CPA and the Local Government Act. All of the Town's Local Laws have now been reviewed, except for the "Charles Street Building Line".

The following is the current position relating to Local Laws:

### Local Laws

#### Reviewed

	<i>Adopted</i>	<i>Gazetted</i>
Standing Orders	28.8.2001	11.9.2001
Parking Facilities	14.8.2001 18.12.2001	24.8.2001 4.1.2002
Display of Items on a Footpath	18.12.2001	4.2.2002

### Policies

In conjunction with the Local Laws Review process, Council regularly reviews its policies. All new policies were advertised for 21 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. New policies adopted included: Code of Tendering, Display of Items on a Footpath, Information Technology.



## HISTORY OF THE TOWN OF VINCENT

For tens of thousands of years before the settlement of the Swan River Colony, the indigenous Nyungar people were hunters and gatherers who occupied the southwest 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 13 or so tribes which formed the south west socio-linguistic block still known today as Nyungar ("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, 15 hectares of Third Swamp would be gazetted as a public park and two years later renamed Hyde Park. Hyde Park is now of course one of the Town of Vincent's most attractive and popular parks.

From 1831, hostile encounters between European settlers and Nyungars – 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.

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

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

Leederville, Highgate and North Perth were originally included in the vast area controlled by the Perth Road Board District, 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.

By 1897 Third Swamp was no longer a camp site and was vested for the Citizens as a public reserve.

Much of Vincent's rich heritage stems from the 1890s and 1900s when many community buildings were established, including the North Perth district school (now North Perth Primary), Highgate Primary School, Leederville and Brisbane Street post offices, North Perth police station, Brisbane and Queens hotels, the North Perth Town Hall, the Redemptionist Monastery and the Perth Mosque.

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

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

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

The Town of Vincent's inaugural elections were conducted by the State Electoral Commission under the postal voting system, which produced a voter response in excess of 44%.

The Town of Vincent was named after Vincent Street, which in turn is believed to have been named after Richard P. Vincent, a local hardware wholesaler and Mayor of the Town of North Perth Council. The municipality includes the suburbs of Mt Hawthorn, Leederville, North Perth, Highgate, and parts of West Perth, East Perth, Northbridge, Perth City, Mt Lawley, Menora 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 45% of whom were born overseas. Reflections of this variety are found in the number of religions or spiritual groups that have representation within the Town, among them 18 Christian denominations, and Hinduism, Islam and Judaism.

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

## HISTORY OF THE TOWN OF VINCENT (cont)

### Statistics

Area	10.4 square km of which 104 hectares comprises parks and gardens
Population	25,795
Aged - under 15	13%
- 15 to 55	65.6%
- Over 55	21.4%
Median age	34 years
Homes owners/purchasers	54%
Rateable Properties	14,015
Number of Electors	18,103
Number of Council Employees	157 (FTE)
Number of Wards	Two
Total Budget	\$20,937,000

### Number of Elected Members

Mayor and eight Councillors

### Distance from Perth City

The Administration and Civic Centre is 3km from Perth GPO

### Area of Parks and Gardens

104 hectares

### Length of Roads and Footpaths

Roads	139km
Footpaths	260km

### Suburbs and Localities

Suburbs: North Perth, Leederville, Highgate, Mt Hawthorn and parts of East Perth, West Perth, Northbridge, Perth City, Mt Lawley, Menora and Coolbinia.

### Boundaries

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

### Facilities

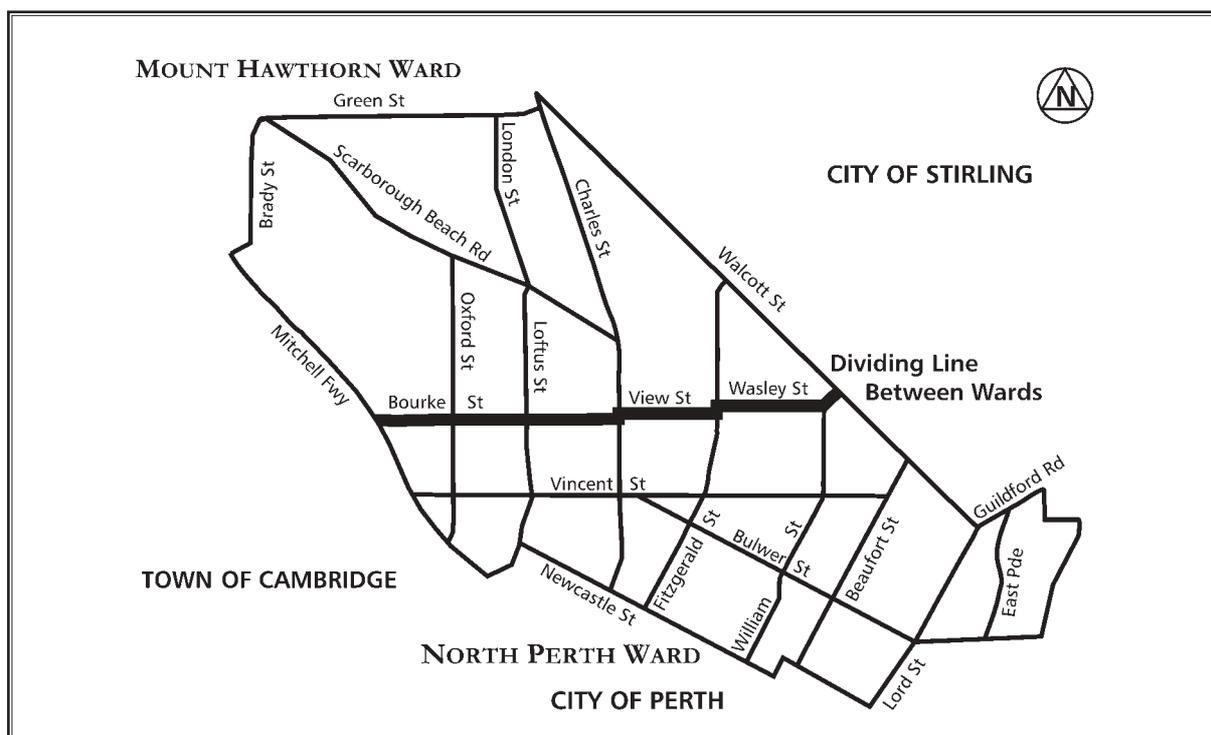
*Library:* Town of Vincent Library, 99 Loftus Street, Leederville.

*Child Health Centres:* Harold Street, Highgate; Loftus Community Centre, Loftus Street; Mt Hawthorn Community Centre, Scarborough Beach Road; View Street, North Perth.

*Senior Citizens Centres:* Rosewood Care Group (Inc.), Lakeview Aged Person Centre.

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

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





# FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2002

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## INDEPENDENT AUDITOR'S REPORT

# BARRETT & PARTNERS – DFK

Certified Practising Accountants

### INDEPENDENT AUDIT REPORT

TO: RATEPAYERS OF THE TOWN OF VINCENT

PARTNERS

Anthony D Macri FCPA

C Winton Smith CPA

#### Scope

We have audited the financial report of the Town of Vincent, comprising the Operating Statement, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows, and the notes to and forming part of the financial report for the year ended 30 June 2002. The Council are responsible for the preparation and presentation of the financial report and the information contained therein. We have conducted an independent audit of the financial report in order to express an opinion on it to the ratepayers of the Town of Vincent.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with the requirements of the Local Government Act 1995 and Regulations under that Act, Australian Accounting Standards and other mandatory professional reporting requirements so as to present a view of the Town of Vincent which is consistent with our understanding of its financial position, the results of its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

#### Audit Opinion

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

- (a) present fairly the financial position of the Town of Vincent as at 30 June 2002 and the results of its operations for the year then ended in accordance with applicable Accounting Standards; and
- (b) are prepared in accordance with the requirements of the Local Government Act 1995 and Regulations under that act and other mandatory professional reporting requirements.

We did not during the course of our audit become aware of any instances where the Council did not comply with the requirements of the Local Government Act and Regulations under that Act.

  
BARRETT & PARTNERS – DFK  
CERTIFIED PRACTISING ACCOUNTANTS  
28 THOROGOOD STREET  
BURSWOOD WA 6100

  
A MACRI  
PARTNER

PERTH

DATED THIS 10<sup>TH</sup> DAY OF OCTOBER 2002.

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PO Box 398 Victoria Park Western Australia 6979  
Telephone: 08 9470 4848 Facsimile: 08 9470 4849  
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A member firm of  
  
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accounting firms & business advisors



## STATEMENT BY CHIEF EXECUTIVE OFFICER

### FINANCIAL YEAR ENDED 30 JUNE 2002

The attached financial report of the Town of Vincent being the annual financial report and supporting notes and other information for the financial year ended 30 June 2002 are in my opinion, properly drawn up to present fairly the financial position of the Town of Vincent at 30 June 2002 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards (except to the extent that these have been varied in the Statement of Accounting Policies required by Australian Accounting Standard AAS 6 "Accounting Policies" and the accompanying notes to the annual financial report) and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.

**JOHN GIORGI, JP**

*CHIEF EXECUTIVE OFFICER*

Signed on the 8th day of October 2002.

## OPERATING STATEMENT

### FOR THE YEAR ENDED 30 JUNE 2002

OPERATING STATEMENT	Note	Actual	2001/02	Budget	30-Jun-02
		30-Jun-01		2001/02	
		\$	\$	2001/02	\$
<b>OPERATING EXPENDITURE</b>					
General Purpose Funding		615,366	560,977	560,977	603,294
Governance		1,181,857	1,132,769	1,137,329	1,176,747
Law, Order, Public Safety		584,352	727,191	730,191	675,402
Health		495,240	517,121	526,831	568,204
Education & Welfare		411,473	590,218	779,978	579,009
Community Amenities		2,513,556	2,913,791	2,912,281	2,624,680
Recreation and Culture		8,087,092	8,463,814	8,354,794	8,103,409
Transport		4,294,048	4,559,580	4,736,395	5,139,874
Economic Services		398,368	431,429	431,429	468,880
Other Property and Services		1,055,261	655,521	687,656	892,967
General Administration		17,397	0	0	2,539
		<b>19,654,010</b>	<b>20,552,411</b>	<b>20,857,861</b>	<b>20,835,005</b>
<b>OPERATING REVENUE</b>					
General Purpose Funding		12,347,088	12,992,437	12,998,437	12,749,413
Governance		6,536	3,650	7,219	9,261
Law, Order, Public Safety		65,259	45,605	51,013	64,900
Health		79,768	80,291	89,135	90,647
Education & Welfare		53,750	45,720	169,373	118,116
Community Amenities		368,371	339,575	342,182	379,639
Recreation and Culture		4,172,662	4,602,785	4,629,846	3,934,397
Transport		1,223,686	1,238,875	1,226,128	1,460,998
Economic Services		150,440	129,920	169,892	210,229
Other Property and Services		102,096	32,987	72,447	99,381
General Administration		17,397	0	0	2,539
		<b>18,587,053</b>	<b>19,511,845</b>	<b>19,755,672</b>	<b>19,119,520</b>
<b>CONTRIBUTIONS/GRANTS FOR THE DEVELOPMENT OF ASSETS</b>					
Health		0	10,000	10,000	100
Education & Welfare		26,426	0	0	0
Community Amenities		0	0	38,500	40,859
Recreation & Culture		133,025	573,025	608,775	685,875
Transport		673,712	1,049,584	1,070,584	875,603
Other Property & Services		0	0	0	411,096
	<b>5</b>	<b>833,163</b>	<b>1,632,609</b>	<b>1,727,859</b>	<b>2,013,533</b>
<b>DISPOSAL OF ASSETS</b>					
Proceeds of Sale		2,172,206	2,720,089	2,720,089	2,880,318
Book Value		(2,499,588)	(1,149,610)	(1,149,610)	(520,230)
<i>Gain/(Loss) on Disposal</i>	<b>4(d)</b>	<b>(327,382)</b>	<b>1,570,479</b>	<b>1,570,479</b>	<b>2,360,088</b>
<b><i>Change in net assets resulting from Operations</i></b>	<b>4(a)</b>	<b>(561,176)</b>	<b>2,162,522</b>	<b>2,196,149</b>	<b>2,658,136</b>



## STATEMENT OF FINANCIAL POSITION

AS AT 30 JUNE 2002

Actual 2000/01 \$	\$	Note	Actual 2001/02 \$	\$
<b>CURRENT ASSETS</b>				
9,080,253		11	10,033,369	
51,165			28,399	
0		7	11,000	
983,215		6	1,180,955	
402,153		26	344,301	
	<b>10,516,786</b>			<b>11,598,024</b>
<b>CURRENT LIABILITIES</b>				
505,639		11	0	
750,237		8	986,794	
607,637		8	639,196	
	<b>1,863,513</b>			<b>1,625,990</b>
	<b>8,653,273</b>			<b>9,972,034</b>
<b>NET CURRENT ASSETS</b>				
<b>NON-CURRENT ASSETS</b>				
112,932		6	119,524	
94,349,336		9	95,707,528	
	<b>94,462,268</b>			<b>95,827,052</b>
<b>NON-CURRENT LIABILITIES</b>				
253,381		8	278,789	
	<b>253,381</b>			<b>278,789</b>
	<b>102,862,160</b>			<b>105,520,297</b>
<b>NET ASSETS</b>				
<b>EQUITY</b>				
90,064,720			92,066,312	
5,873,949		10	6,530,494	
6,923,491			6,923,491	
	<b>102,862,160</b>			<b>105,520,297</b>
<b>TOTAL EQUITY</b>				

## STATEMENT OF CHANGES IN EQUITY

FOR THE REPORTING PERIOD ENDED 30 JUNE 2002

	TOTAL EQUITY		RETAINED PROFITS SURPLUS		CASH RESERVES		ASSET REVALUATION RESERVE	
	2000/01	2001/02	2000/01	2001/02	2000/01	2001/02	2000/01	2001/02
	\$	\$	\$	\$	\$	\$	\$	\$
Opening Balance 1 July	103,423,336	102,862,160	88,660,048	90,064,720	7,839,797	5,873,949	6,923,491	6,923,491
Change in net assets resulting from Operations	(561,176)	2,658,136	(561,176)	2,658,136				
Revaluation of Assets								
Transfer to Reserves			(2,350,395)	(2,816,879)	2,350,395	2,816,879		
Transfers from Reserves			4,316,243	2,160,334	(4,316,243)	(2,160,334)		
<b>Closing Balance 30 June</b>	<b>102,862,160</b>	<b>105,520,296</b>	<b>90,064,720</b>	<b>92,066,312</b>	<b>5,873,949</b>	<b>6,530,494</b>	<b>6,923,491</b>	<b>6,923,491</b>



## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 30 JUNE 2002

Actual Inflows/ (Outflows) 30-Jun-01 \$	Note	Budget Inflows/ (Outflows) 30-Jun-02 \$	Actual Inflows/ (Outflows) 30-Jun-02 \$
<b>Cash flows from operating activities</b>			
<b>Payments</b>			
(6,445,259)		(7,832,341)	(7,960,233)
(7,608,415)		(7,560,296)	(6,707,352)
(1,185,489)		(1,004,235)	(1,115,070)
(217,943)		(193,825)	(147,240)
(583,754)		-	-
(517,643)		(421,998)	(100,471)
<b>(16,558,503)</b>		<b>(17,012,695)</b>	<b>(16,030,366)</b>
<b>Receipts</b>			
10,718,675		11,587,437	11,454,454
60,923		0	754,835
339,197		508,511	243,086
4,558,025		5,978,519	5,677,682
929,332		837,000	650,329
1,354,944		0	65,056
(75,064)		80,100	243,147
<b>17,886,032</b>		<b>18,991,567</b>	<b>19,088,589</b>
<b>1,327,529</b>	<i>Net cash flows from operating activities</i>	<b>1,978,872</b>	<b>3,058,222</b>
	12 (a)		
<b>Cash flows from investing activities</b>			
<b>Payments</b>			
(1,937,909)		(2,356,400)	(1,162,597)
(2,987,740)		(3,573,600)	(3,445,704)
(1,482,505)		(887,150)	(999,365)
(451,866)		(401,850)	(358,497)
(1,013,842)		(4,223,895)	(76,320)
<b>(7,873,862)</b>		<b>(11,442,895)</b>	<b>(6,042,483)</b>
<b>Receipts</b>			
648,145	4 (d)	143,373	297,773
4,502	4 (d)	-	-
1,519,559	4 (d)	2,520,000	2,582,545
609		10,000	-
53,132		31,600	-
<b>2,225,947</b>		<b>2,704,973</b>	<b>2,880,318</b>
<b>(5,647,915)</b>	<i>Net cash flows from investing activities</i>	<b>(8,737,922)</b>	<b>(3,162,165)</b>
<b>Cash flows from government</b>			
<b>Receipts from appropriations/grants</b>			
601,191		640,000	646,287
927,938		1,591,009	916,410
<b>1,529,129</b>		<b>2,231,009</b>	<b>1,562,697</b>
<b>(2,791,257)</b>	<i>Net(decrease)/increase in cash held</i>	<b>(4,528,041)</b>	<b>1,458,755</b>
<b>11,365,871</b>	<b>Cash at 1 July</b>	<b>11,341,249</b>	<b>8,574,614</b>
<b>8,574,614</b>	<b>Cash at 30 June</b>	<b>6,813,208</b>	<b>10,033,369</b>
	12b		

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 1. SIGNIFICANT ACCOUNTING POLICIES

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

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

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

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

#### Trust Funds

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

A separate statement of these monies appears at Note 18 to these financial statements.

Amounts received as bonds, deposits and retention amounts controlled by Council are included in the amount disclosed as "creditors" within current liabilities.

#### (b) Basis of Accounting

This Financial Report is a General Purpose Financial Report, and has been prepared in accordance with applicable Australian Accounting Standards and disclosure requirements of the Australian Accounting bodies, the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

It has been prepared on the accrual basis under the convention of historical cost accounting.

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

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

Property, plant and equipment and infrastructure is carried at cost.

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

Fixed assets with acquisition cost of less than \$300 have not been capitalised.

Land under roads is not recognised in the Statement of Financial Position.

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



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

##### (ii) *Depreciation of non current assets*

Items of property, plant and equipment, including infrastructure and buildings but excluding freehold land, are depreciated over their estimated useful lives on a straight line basis, using rates which are reviewed each reporting period.

Major depreciation periods are:

Asset Description	Life Expectancy
Buildings	10 - 50 years
Furniture and Equipment	2 - 10 years
Plant and Equipment	3 - 15 years
Bores/Pumps	10 - 20 years
Playground Equipment	10 years
Motor Vehicles	5 - 10 years
Roads-Sealed/Kerbed/Drained	33 years
Footpaths-Insitu Concrete	40 years
Footpaths-Slab	20 years
Parking-Sealed/Kerbed/Drained	40 years
Parking-Lighting	30 years
Right of Ways-Sealed/Kerbed/Drained	40 years
Drainage	80 years
Fencing	20 years
Park Furniture/Street Furniture	10 - 30 years

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

##### (iii) *Revaluation of Non Current Assets*

Furniture and internal equipment are rarely sold but used until obsolete. Plant such as vehicles, trucks and external equipment are traded frequently to ensure their reliability.

#### (d) Employee Entitlements

Provision for annual leave represents the full annual leave accrued (including pro-rata leave) for all staff as at the end of the reporting period.

Council's liability for long service leave is recorded as current and/or non current liabilities. The current liability represents the Council's legal and contractual entitlements at termination of employment. The non-current liability is calculated on a pro-rata basis by various percentages related to years of service.

In respect of employees who have transferred to the Town from other Local Government Authorities, Council's liability for long service leave is recorded in the statement of financial position net of contributions due from other Local Government Authorities.

Provisions made for Employees' annual and long service leave include related payroll costs such as superannuation and workers compensation. The superannuation and workers compensation for the reporting period is the amount of the statutory contribution the Council makes to provide benefits to its employees. Details of superannuation arrangements are set out in Note 13.

Provisions for sick leave are not made in the accounts as they are non vesting and are paid as incurred.

#### (e) Provision for Doubtful Debts

The Financial Statements do not make any provision for uncollectable rate debtors as these are secured over a ratepayer's property.

Provision for other bad and doubtful debts is made where considered necessary. It is expected that some small amounts will be uncollectable during the year and these will be written off by Council.

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(f) Investments

All investments are made in accordance with the Trustees Act and are valued at cost with interest revenue recognised as accrued.

(g) Leases

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

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

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

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) Stock on Hand and Work in Progress

Stock on hand and work in progress are valued at the lower of cost and net realisable value.

(j) Interest in Regional Council

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

Information about the Mindarie Regional Council is set out in Note 19.

(k) Accounts Payable

Trade payables and other accounts payable are recognised when the Council becomes obliged to make future payments resulting from the purchase of goods and services.

(l) Rounding

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

(m) Comparatives

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

(n) 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.



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 2. CHANGES IN ACCOUNTING POLICY

In accordance with Accounting Standard AAS 38 "Revaluation of Non-Current Assets", on 1 July 2000 the Council changed its policy for accounting for buildings and infrastructure assets, other than roads. In accordance with the new Standard, the Council has reverted to the cost basis of measurement. The Council have deemed the carrying amount of buildings and infrastructure assets, other than roads, as at 1 July 2000 to be cost for financial reporting purposes. Accordingly, the change in accounting policy does not affect the carrying amount of buildings and infrastructure assets other than roads, recorded in the financial statements. However, the balance of the asset revaluation reserve recorded in the financial statements as at 1 July 2000 relating to the previous revaluation of buildings and infrastructure assets other than roads is no longer available to absorb any future writedown of buildings and infrastructure, assets other than roads. On 1 July 2001 the Council resolved that roads revert to the cost basis of measurement, all Council assets are now valued under that method.

### 3. 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/programs.

These objectives provide a framework for the future direction of the Town of Vincent.

#### **Council Mission Statement**

*"Nurturing our diverse Community"*

#### **Council Vision Statement**

*Our Vision is for Vincent to continue to be a vibrant, multicultural community.*

*Our community will have a strong sense of belonging and will relate to Vincent as a special place, which has its own distinctive identity.*

*We will be a safe urban village, rich in history and heritage.*

*Trees, gardens and parks will create an environment which is leafy and green.*

*Our buildings will achieve a successful blending of old and new. Our dwellings, businesses, restaurants, cafés, entertainment areas, and sporting and recreational facilities will give Vincent its own style and character.*

*We will create a prosperous and dynamic business environment.*

*Festivals and events will bring the community together and celebrate our history, heritage and culture.*

*Vincent will be a place of opportunity for all people, no matter what their needs or abilities.*

*The Council and staff will reflect the diversity, informality and passion of Vincent's people.*

*Working together, Council and community will create the future we want.*

The Operating Statements are presented in a program format using the following classifications :-

#### **GOVERNANCE**

This schedule details costs and revenues associated with Governance of the Town. These include Members of Council and other costs involved in supporting members and governing the Town.

#### **GENERAL PURPOSE FUNDING**

This schedule records details 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).

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 3. COMPONENT FUNCTIONS/ACTIVITIES (Continued)

#### *LAW, ORDER AND PUBLIC SAFETY*

This program covers costs associated with Animal Control, Fire Prevention and other Law and Order services generally associated with Local Law control.

#### *HEALTH*

This program 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 Town.

#### *COMMUNITY AMENITIES*

This program 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 program covers activities associated with public halls, recreation administration, sportsgrounds, 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 program covers costs associated with building control and area promotion.

#### *OTHER PROPERTY AND SERVICES*

This program 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 programs. Costs are then allocated to other programs using Activity Based Costing techniques.



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 4 (a) OPERATING REVENUE AND EXPENDITURE CLASSIFIED BY NATURE AND TYPE

2000/01 Actual \$	Note	2001/02 Revised Budget \$	2001/02 Actual \$
<b>OPERATING REVENUE</b>			
10,728,698	23	11,349,437	11,368,383
1,529,129		2,417,689	2,215,395
384,647		565,640	895,784
(327,382)	4(d)	1,570,479	2,360,088
5,726,369	20	6,093,806	5,873,780
929,332		932,000	650,329
122,041		124,959	129,382
<u>19,092,834</u>		<u>23,054,010</u>	<u>23,493,141</u>
<b>OPERATING EXPENDITURE</b>			
6,468,331		7,938,125	8,020,432
7,677,503		7,775,266	6,769,167
1,185,489		1,007,710	1,115,070
217,943		113,885	147,240
3,730,476	4(c)	3,718,707	4,521,436
374,268		250,168	261,660
<u>19,654,010</u>		<u>20,803,861</u>	<u>20,835,005</u>
<b><u>(\$561,176)</u></b>	<b>Change in Net Assets Resulting from Operations</b>	<b><u>\$2,196,149</u></b>	<b><u>\$2,658,136</u></b>

### 4 (b) ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

2000/01 \$		2001/02 \$
3,871,538	General Purpose Funding	4,174,068
3,955,475	Governance	3,584,341
500,018	Law, Order, Public Safety	513,585
838,382	Health	802,725
2,789,713	Education & Welfare	3,661,832
2,228,374	Community Amenities	2,748,471
35,750,320	Recreation and Culture	34,974,985
49,857,822	Transport	50,285,235
194,108	Economic Services	206,309
4,993,304	Other Property and Services	6,473,525
<b><u>104,979,054</u></b>		<b><u>107,425,076</u></b>

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 4 (c) DEPRECIATION

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

<b>2000/01</b>		<b>2001/02</b>
<b>\$</b>		<b>\$</b>
1,182,090	Buildings	1,198,823
1,673,691	Infrastructure Assets	2,379,147
500,699	Plant and Mobile Equipment	546,582
373,996	Office Furniture and Equipment	396,884
<b>\$3,730,476</b>		<b>\$4,521,436</b>

#### 4 (d) DISPOSAL OF ASSETS BY CLASS YEAR ENDED 30 JUNE 2002

	<b>Budget Net Book Value \$</b>	<b>Actual Net Book Value \$</b>	<b>Budget Sale Price \$</b>	<b>Actual Sale Price \$</b>	<b>Budget Gain (Loss) \$</b>	<b>Actual Gain (Loss) \$</b>
Plant & Mobile Equipment	238,445	312,551	200,089	297,773	(38,356)	(14,778)
Office Furniture & Equipment	0	0	0	0	0	0
Land & Building Assets	911,165	207,679	2,520,000	2,582,545	1,608,835	2,374,866
	<b>1,149,610</b>	<b>520,230</b>	<b>2,720,089</b>	<b>2,880,318</b>	<b>1,570,479</b>	<b>2,360,088</b>

#### 5 CONDITIONS OVER CONTRIBUTIONS

Grants which were recognised as revenues during the year and which were obtained on the condition that they be expended on the acquisition of non current assets but have yet to be applied in that manner at reporting date were:

<b>2000/01</b>		<b>2001/02</b>
<b>\$</b>		<b>\$</b>
0	Wetlands Artworks Project	0
41,520	Roads to Recovery Grant	0
426	Lotteries Commission – Perth Oval Gates	0
<b>\$41,946</b>		<b>\$0</b>

Grants which were recognised as revenues in a previous reporting period and were expended during the current reporting period in the manner specified by the grantor were:

<b>2000/01</b>		<b>2001/02</b>
<b>\$</b>		<b>\$</b>
7,121	Safer Vincent Grant	0
0	Roads to Recovery	41,520
0	Lotteries Commission - Perth Oval Gates	426
108,379	Palmerston St – Church St	0
16,340	Youth Public Art Project	0
19,360	Wetlands Artworks Project	0
<b>\$151,200</b>		<b>\$41,946</b>



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 6 RECEIVABLES

2000/01	Current	2001/02
\$		\$
421,535	Rates	328,873
19,895	Works and Services	12,689
41,213	Property Rental/Leases	90,677
1,481	Rubbish Charges	10,362
507,702	Other	723,506
27,461	Accrued Interest	25,846
(36,072)	Less Provision for Doubtful Debts	(10,998)
<b>\$983,215</b>		<b>\$1,180,955</b>

2000/01	Non Current	2001/02
\$		\$
112,932	Pensioners' Rates Deferred	119,524
<b>\$112,932</b>		<b>\$119,524</b>

#### Pensioners' Rates Deferred

The amount of \$119,524 in 2001/02 relates to Council Rates deferred by pensioners in accordance with the Rates and Charges (Rebates and Deferments) Act 1992. During the 2000/01 year the deferred rates amounted to \$112,932.

#### 7 (a) INVESTMENTS

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

2000/01	Current	2001/02
\$		\$
0	Shares in North Perth Community Financial Services Limited	11,000
<b>\$0</b>		<b>\$11,000</b>

#### (b) INTEREST EARNINGS

2000/01	Interest	2001/02	2001/02
Actual	Earnings	Budget	Actual
469,061	Municipal	360,000	370,256
460,271	Reserve	455,000	280,073
<b>\$929,332</b>		<b>\$815,000</b>	<b>\$650,329</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 8 PAYABLES & PROVISIONS

2000/01	Payables - Current	2001/02
\$		\$
10,988	Creditors	12,402
589,495	Bonds and Deposits	732,399
25,330	Income Received in Advance	114,594
124,424	Accrued Expenses	127,399
<b>\$750,237</b>		<b>\$986,794</b>

2000/01	Provisions - Current	2001/02
\$		\$
	Leave Entitlements	
470,348	Annual Leave	487,963
60,794	*Long Service Leave	73,053
76,495	Salary On Costs	78,180
<b>\$607,637</b>		<b>\$639,196</b>

2000/01	Provisions - Non Current	2001/02
\$		\$
	Leave Entitlements	
217,437	*Long Service Leave	238,581
35,944	Salary On Costs	40,208
<b>\$253,381</b>		<b>\$278,789</b>

\*Long Service Leave

Gross Amount of Long Service Leave Provision

Less: Contributions due from other Local Authorities

\$
522,567
210,933
<b>\$311,634</b>



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 9 (a) PROPERTY, PLANT & EQUIPMENT, INFRASTRUCTURE ASSETS

2000/01 \$		2001/02 \$
4,512,149	Land: at cost	5,340,345
0	Buildings: at valuation	0
49,113,187	Buildings: at cost	50,468,667
(22,646,465)	Less: Accumulated Depreciation	(23,730,324)
<u>26,466,722</u>		<u>26,738,343</u>
50,429,826	Roads: at valuation	0
0	Roads: at cost	52,081,690
(28,328,205)	Less: Accumulated Depreciation	(29,841,100)
<u>22,101,621</u>		<u>22,240,590</u>
0	Drainage: at valuation	0
22,061,753	Drainage: at cost	22,120,725
(7,970,415)	Less: Accumulated Depreciation	(8,108,301)
<u>14,091,338</u>		<u>14,012,424</u>
0	Footpaths: at valuation	0
13,221,697	Footpaths: at cost	13,859,789
(7,583,036)	Less: Accumulated Depreciation	(8,076,146)
<u>5,638,661</u>		<u>5,783,643</u>
0	Park Development: at valuation	0
8,773,332	Park Development: at cost	9,126,959
0	Less: Accumulated Depreciation	0
<u>8,773,332</u>		<u>9,126,959</u>
0	Car Park Development: at valuation	0
4,413,235	Car Park Development: at cost	4,789,460
(1,396,055)	Less: Accumulated Depreciation	(1,468,554)
<u>3,017,180</u>		<u>3,320,906</u>
0	Other Infrastructure Assets: at valuation	0
6,635,437	Other Infrastructure Assets: at cost	6,980,404
(1,522,827)	Less: Accumulated Depreciation	(1,661,284)
<u>5,112,610</u>		<u>5,319,120</u>

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 9 (a) PROPERTY, PLANT & EQUIPMENT, INFRASTRUCTURE ASSETS (Continued)

2000/01		2001/02
\$		\$
4,114,938	Plant and Mobile Equipment: at cost	4,367,622
<u>(1,746,684)</u>	Less: Accumulated Depreciation	<u>(1,856,136)</u>
2,368,254		2,511,486
3,563,630	Office Furniture and Equipment: at cost	3,922,127
<u>(2,310,003)</u>	Less: Accumulated Depreciation	<u>(2,706,887)</u>
1,253,627		1,215,240
1,013,842	Work in Progress	98,472
<b><u>\$94,349,336</u></b>	<b>Total Fixed Assets</b>	<b><u>\$95,707,528</u></b>

Infrastructure Assets – Roads were revalued as at 30 June 2001. During the 2001/02 financial year the valuation reverted to the cost method. Depreciation was calculated at 3% for the year.



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 9(b) PROPERTY, PLANT & 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	DRAINAGE	PARK DEVELOP	CAR PARK DEVELOP	OTHER INFRASTRUCTURE ASSETS	WORK PROGRESS	TOTAL
Balance at beginning of year	4,512,149	26,466,722	2,368,254	1,253,627	22,101,621	5,638,661	14,091,338	8,773,332	3,017,180	5,112,610	1,013,842	94,349,336
Additions	840,585	1,144,203	999,365	358,497	1,441,074	410,901	58,972	335,485	362,189	372,267	76,320	6,399,858
Transfers	161,719	359,812	-	-	210,790	227,191	-	18,142	14,036	-	(991,690)	-
Disposals	(174,108)	(33,571)	(309,551)	-	-	-	-	-	-	(3,000)	-	(520,230)
Depreciation Expense	-	(1,198,823)	(546,582)	(396,884)	(1,512,895)	(493,110)	(137,886)	-	(72,499)	(162,757)	-	(4,521,436)
Carrying Amount at end of the year	5,340,345	26,738,343	2,511,486	1,215,240	22,240,590	5,783,643	14,012,424	9,126,959	3,320,906	5,319,120	98,472	95,707,528

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 10 CASH RESERVES

On restructuring of the City of Perth, the Town of Vincent was provided with several specific cash reserves which were transferred to the Town by Order of the Governor under Section 13 of the Local Government Act 1960. The Town has also established other specific reserves to provide for future capital works. The specific reserves have been established for the following purposes:

- (a) **LAND ACQUISITION FOR ROAD WIDENING RESERVE**  
This reserve has been established for the acquisition of land and/or property required for the extension or widening of road reserves within the Town according to declarations of new street alignments pursued by Council and gazetted under its Local Laws. This reserve was transferred to the Land and Building Reserve during the 1999/2000 year and then expended on the purchase of the new depot at Roberts Street.
- (b) **BEATTY PARK LEISURE CENTRE RESERVE**  
This reserve was established 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.
- (c) **PUBLIC OPEN SPACE DEVELOPMENT RESERVE**  
This reserve is established for the acquisition and development of land to provide additional public open space in the Town.
- (d) **LOFTUS RECREATION CENTRE RESERVE**  
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.
- (e) **LOFTUS COMMUNITY CENTRE RESERVE**  
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.
- (f) **PLANT AND EQUIPMENT RESERVE**  
This reserve was established 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.
- (g) **WASTE MANAGEMENT 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.
- (h) **LAND AND BUILDING ASSET ACQUISITION RESERVE**  
This reserve was established from proceeds of sale of land. The purpose of the reserve is to ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes. This reserve was fully expended during the year for the purchase of the depot at Roberts Street.
- (i) **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.
- (j) **ADMINISTRATION CENTRE RESERVE**  
This reserve was established for the purpose of providing for major renovation and maintenance/repairs associated with the new Administration and Civic Centre.
- (k) **CAR PARKING DEVELOPMENT RESERVE**  
This reserve was established from 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.



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 10 CASH RESERVES (Continued)

(l) ELECTRONIC EQUIPMENT RESERVE

This reserve was established for the purpose of replacement and major upgrade of computing equipment owned by the Town.

(m) AGED PERSONS SENIOR CITIZENS RESERVE

This is a new reserve 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 Town's boundaries.

(n) 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.

(o) LEN FLETCHER PAVILION RESERVE

This reserve was established in 1998/99 with the allocation of \$250,000 from the Infrastructure Account established under the City of Perth Restructuring Act. The purpose of this reserve is for works associated with the renovation/maintenance/repairs/demolition of Len Fletcher Pavilion and associated land.

(p) 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 is to be 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.

(q) LIGHT FLEET REPLACEMENT RESERVE

This reserve was established in the budget for 2001/02 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 fleet.

(r) UNDERGROUND POWER RESERVE

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

The following reserve funds will be used as and when the need arises:-

- Administration Centre Reserve
- Land and Building Asset Acquisition Reserve
- Capital Reserve
- Land Acquisition Road Widening Reserve
- Aged Persons Senior Citizens Reserve
- Leederville Oval
- Len Fletcher Pavilion Reserve
- Heritage Loan Interest Scheme Reserve

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 10 CASH RESERVES (Continued)

(r) UNDERGROUND POWER RESERVE

The following reserve funds are established to minimise the impact of major expenditure on any one budget and varying levels of expenditure will occur from year to year as required:-

- Beatty Park Leisure Centre Reserve
- Car parking Development Reserve
- Electronic Equipment Reserve
- Loftus Community Centre Reserve
- Loftus Recreation Centre Reserve
- Plant & Equipment Reserve
- Public Open Space Reserve
- Waste Management Reserve
- Underground Power Reserve
- Light Fleet Replacement Reserve

2000/01 Actual \$		2001/02 Budget \$	2001/02 Actual \$
	<b>Beatty Park Leisure Centre</b>		
316,093	Opening Balance 1 July	371,274	283,431
83,918	Transfer from Accumulated Surplus	219,840	213,895
(116,580)	Transfer to Accumulated Surplus	(431,000)	(298,156)
283,431	Closing Balance 30 June	160,114	199,170
	<b>Public Open Space Development</b>		
600,256	Opening Balance 1 July	34,599	0
35,241	Transfer from Accumulated Surplus	1,631	0
(635,497)	Transfer to Accumulated Surplus	(25,875)	0
0	Closing Balance 30 June	10,355	0
	<b>Loftus Recreation Centre</b>		
119,578	Opening Balance 1 July	164,856	116,921
50,930	Transfer from Accumulated Surplus	46,940	21,052
(53,587)	Transfer to Accumulated Surplus	0	0
116,921	Closing Balance 30 June	211,796	137,973
	<b>Loftus Community Centre</b>		
36,358	Opening Balance 1 July	43,351	39,985
6,905	Transfer from Accumulated Surplus	1,885	3,151
(3,278)	Transfer to Accumulated Surplus	0	0
39,985	Closing Balance 30 June	45,236	43,136



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 10 CASH RESERVES (Continued)

2000/01 Actual \$		2001/02 Budget \$	2001/02 Actual \$
	<b>Plant &amp; Equipment Reserve</b>		
1,026,676	Opening Balance 1 July	828,044	832,039
60,276	Transfer from Accumulated Surplus	93,168	85,559
(254,913)	Transfer to Accumulated Surplus	(157,250)	(258,576)
832,039	Closing Balance 30 June	763,962	659,022
	<b>Waste Management Reserve</b>		
827,762	Opening Balance 1 July	578,139	578,536
228,598	Transfer from Accumulated Surplus	216,504	237,405
(477,824)	Transfer to Accumulated Surplus	(395,000)	(428,434)
578,536	Closing Balance 30 June	399,643	387,507
	<b>Land &amp; Building Asset Acquisition</b>		
0	Opening Balance 1 July	659,946	626,588
1,354,628	Transfer from Accumulated Surplus	351,493	27,303
(728,040)	Transfer to Accumulated Surplus	0	(408,707)
626,588	Closing Balance 30 June	1,011,439	245,184
	<b>Capital Reserve</b>		
1,869,238	Opening Balance 1 July	3,031,496	258,893
268,247	Transfer from Accumulated Surplus	2,358,528	1,810,862
(1,878,592)	Transfer to Accumulated Surplus	(3,825,260)	(473,756)
258,893	Closing Balance 30 June	1,564,764	1,595,999
	<b>Administration Centre Reserve</b>		
155,789	Opening Balance 1 July	194,329	186,687
39,146	Transfer from Accumulated Surplus	34,712	33,395
(8,248)	Transfer to Accumulated Surplus	(23,400)	(33,427)
186,687	Closing Balance 30 June	205,641	186,655
	<b>Car Parking Development Reserve</b>		
166,863	Opening Balance 1 July	184,323	142,792
20,298	Transfer from Accumulated Surplus	31,931	3,982
(44,369)	Transfer to Accumulated Surplus	(132,000)	(133,086)
142,792	Closing Balance 30 June	84,254	13,688
	<b>Electronic Equipment Reserve</b>		
200,966	Opening Balance 1 July	144,157	124,844
36,799	Transfer from Accumulated Surplus	103,034	106,494
(112,921)	Transfer to Accumulated Surplus	(231,600)	(98,584)
124,844	Closing Balance 30 June	15,591	132,754

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 10 CASH RESERVES (Continued)

2000/01 Actual \$		2001/02 Budget \$	2001/02 Actual \$
<b>Aged Persons Senior Citizens</b>			
1,156,606	Opening Balance 1 July	1,237,458	1,241,958
85,352	Transfer from Accumulated Surplus	63,852	109,926
0	Transfer to Accumulated Surplus	(130,000)	0
1,241,958	Closing Balance 30 June	1,171,310	1,351,884
<b>Leederville Oval Reserve</b>			
1,055,732	Opening Balance 1 July	1,113,606	1,115,320
61,982	Transfer from Accumulated Surplus	61,564	48,598
(2,394)	Transfer to Accumulated Surplus	(1,175,000)	0
1,115,320	Closing Balance 30 June	170	1,163,918
<b>Len Fletcher Pavilion Reserve</b>			
265,012	Opening Balance 1 July	279,540	280,571
15,559	Transfer from Accumulated Surplus	14,268	12,226
0	Transfer to Accumulated Surplus	0	0
280,571	Closing Balance 30 June	293,808	292,797
<b>Heritage Loan Reserve</b>			
21,434	Opening Balance 1 July	22,609	22,692
1,258	Transfer from Accumulated Surplus	1,157	989
0	Transfer to Accumulated Surplus	0	0
22,692	Closing Balance 30 June	23,766	23,681
<b>Underground Power Reserve</b>			
21,434	Opening Balance 1 July	22,609	22,692
1,258	Transfer from Accumulated Surplus	1,157	989
0	Transfer to Accumulated Surplus	0	0
22,692	Closing Balance 30 June	23,766	23,681
<b>Light Fleet Replacement Reserve</b>			
0	Opening Balance 1 July	0	0
0	Transfer from Accumulated Surplus	102,336	101,054
0	Transfer to Accumulated Surplus	(24,000)	(27,609)
0	Closing Balance 30 June	78,336	73,445
<b>\$5,873,949</b>	<b>Total Cash Reserves at 30 June</b>	<b>\$6,063,951</b>	<b>\$6,530,494</b>



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 11 CASH ASSETS

2000/01		2001/02
\$		\$
5,073	Cash on Hand/Cash Advances	618,791
9,075,180	Short Term Investments	9,414,578
<b>\$9,080,253</b>		<b>\$10,033,369</b>

The following restrictions have been imposed by regulations or other externally imposed requirements:-

2000/01	Investments	2001/02
\$		\$
5,873,947	Reserves as shown in Note 10.	6,530,494
0	Unspent Grants/Contributions	0
589,495	Bonds and Deposits Received in Advance	732,399
41,520	Roads to Recovery – Federal funding	0
\$6,504,962	Total Restricted	\$7,262,893
\$2,575,291	Total Unrestricted	\$2,770,476
<b>\$9,080,253</b>		<b>\$10,033,369</b>

### 12 NOTES TO THE STATEMENT OF CASH FLOWS

(a) RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING SURPLUS FOR THE YEAR ENDED 30 JUNE 2002

2000/01		2001/02
\$		\$
(561,176)	Change in Net Assets Resulting from Operations	2,658,136
	Adjustment for items not involving the movement of Cash:	
3,730,476	Depreciation	4,521,436
327,382	(Gain)/Loss on Sale of Property, Plant & Equipment	(2,360,088)
3,496,682		4,819,484
	Revenues Provided by:	
(609)	Contributions from Other Parties	0
(53,132)	Contributions from Community Groups	0
(601,191)	Government Grants – Operating	(646,287)
(927,938)	Government Grants – Non Operating	(916,410)
(1,582,870)		(1,562,697)

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 12 NOTES TO THE STATEMENT OF CASH FLOWS (Continued)

(a) RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO OPERATING SURPLUS FOR THE YEAR ENDED 30 JUNE 2002

2000/01 \$		2001/02 \$
	Change in Operating Assets and Liabilities	
62,756	Increase/(Decrease) in Provisions	31,893
(35,986)	Increase/(Decrease) Income Received in Advance	102,137
(332,047)	Increase/(Decrease) in Accrued Expenses	2,974
(137,242)	Increase/(Decrease) in Bonds	142,905
(1,503)	Increase/(Decrease) in Creditors	1,343
61,297	Decrease/(Increase) in Debtors	(133,210)
(8,588)	Decrease/(Increase) in Deferred Assets	(450,707)
(25,964)	(Decrease)/Increase in Prepaid Receivables	(12,803)
(27,859)	Decrease/(Increase) in Prepayments	21,029
(177,553)	(Increase)/Decrease in Stock on Hand	57,852
36,407	(Increase)/Decrease in Accrued Interest	38,022
(586,282)		(198,565)
<b>\$1,327,530</b>	<b>Net Cash Provided by Operating Activities</b>	<b>\$3,058,222</b>

(b) RECONCILIATION OF CASH

For the purposes of the statement of cash flows the Town of Vincent considers cash to include cash on hand and in banks and investments net of outstanding bank overdrafts and non cash investments. Cash at the end of the reporting period as shown in the statement of cash flows is reconciled to the related items in the statement of financial position as follows:-

2000/01 \$		2001/02 \$
(505,639)	Overdraft	0
5,073	Cash on Hand/Cash Advances	618,791
9,075,180	Short Term Investments	9,414,578
<b>\$8,574,614</b>		<b>\$10,033,369</b>

### 13 SUPERANNUATION

The Town of Vincent complies with the minimum obligations under federal law and contributes in respect of its employees to one of the following superannuation plans:-

#### W.A. 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 W.A. 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. The audited financial report of the plan as at 30 June 2001, which was not subject to audit qualification, indicates that the assets of the plan are sufficient to meet accrued benefits. No liability of the Council has been recognised as at the reporting date in respect of superannuation benefits for its employees.



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 13 SUPERANNUATION (Continued)

#### 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 plan") amounts determined by the plan actuary in respect of contributory members. In respect of non-contributory members, the Council contributes at the minimum Award/SGC contribution rate. As such, assets are accumulated in the plan to meet members' benefits as they accrue. The latest available audited financial report of the plan as at 30 June 2002, which was not subject to audit qualification, indicated that the assets of the plan are sufficient to meet accrued benefits. The last full actuarial assessment of the plan was undertaken as at 30 June 1999 by William M Mercer who is the consultant contracted by PricewaterhouseCoopers.

The employer contribution rate for contributory members is 12% of salary.

The amount of statutory superannuation contributions paid by the Council during the reporting period was \$621,606. During the 2000/01 year the contributions were \$549,086.

### 14 CONTINGENT LIABILITIES

At the reporting date the Town of Vincent had no contingent liabilities.

### 15 COMMITMENTS FOR CAPITAL EXPENDITURE

The Town of Vincent has no outstanding commitment towards capital expenditure.

### 16 FINANCE LEASE COMMITMENTS

At the reporting date the Town of Vincent had no obligations under finance leases.

### 17 OPERATING LEASE COMMITMENTS

At the reporting date, the Town of Vincent had the following obligations under non-cancellable operating leases (these obligations are not recognised as liabilities):

2000/01 \$		2001/02 \$
19,910	Not longer than one year	11,826
11,900	Longer than one year and not longer than two years	16,066
9,517	Longer than two years and not longer than five years	14,091
0	Longer than five years	0
<b>\$41,327</b>		<b>\$41,983</b>

### 18 TRUST FUNDS

Funds over which the Town has no control and which are not included in the Financial Statements are as follows:

2000/01 \$		2001/02 \$
127,521	<b>Opening Balance</b>	21,354
	<b>Receipts</b>	
0	Builder's Registration Board	14,376
71,457	BCITF Collections	119,228
909	Unclaimed Monies	5,255
2,369	Macedonian Community	0
<b>74,735</b>	<b>Total Receipts</b>	<b>138,859</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 18 TRUST FUNDS (Continued)

Funds over which the Town has no control and which are not included in the Financial Statements are as follows:

2000/01 \$		2001/02 \$
	<b>Payments</b>	
0	Builder's Registration Board	11,940
71,255	BCITF Collections	117,994
109,647	Macedonian Community	0
180,902	<b>Total Payments</b>	129,934
<b>\$21,354</b>	<b>Closing Balance</b>	<b>\$30,279</b>

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

### 19 INTEREST IN REGIONAL COUNCIL

The Town of Vincent, along with the City of Perth, Town of Victoria Park, Town of Cambridge, City of Wanneroo, City of Joondalup and City of Stirling, is a member of the Mindarie Regional Council. The Mindarie Regional Council's objective is to establish and operate a long term refuse disposal site on Mindarie Superlot 17.

The Town of Vincent has contributed one twelfth (1/12) of the land and establishment costs of the refuse disposal facility.

### 20 FEES AND CHARGES BY PROGRAM

Program	2000/01 \$	2001/02 \$
Governance	1,734	1,955
General Purpose Funding	65,802	94,652
Law Order & Public Safety	40,304	61,853
Health	76,551	80,411
Education & Welfare	20,375	19,168
Community Amenities	254,727	291,210
Recreation & Culture	3,991,917	3,783,021
Transport	1,076,790	1,318,836
Economic Services	150,193	203,475
Other Property & Services	47,976	19,199
	<b>\$5,726,369</b>	<b>\$5,873,780</b>



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 21 MAJOR LAND TRANSACTIONS

	Budget 2001/02 \$	Actual 2001/02 \$
<b>Sale of Surplus Land</b>		
Lot 246 Palmerston Street	550,000	0
Lot Pt 246 Palmerston Street	550,000	0
Lot 247 Stuart Street	1,100,000	0
Lot 6 295 Vincent Street	160,000	0
291 Vincent Street	160,000	0
Lot 602 Toorak Rise		164,545
Lot 608 Toorak Rise		165,500
Lot 605 Toorak Rise		165,500
Lot 609 Toorak Rise		165,500
Lot 603 Toorak Rise		165,500
Lot 604 Toorak Rise		165,500
Lot 607 Toorak Rise		165,500
Lot 612 Toorak Rise		155,000
Lot 613 Toorak Rise		156,500
Lot 614 Toorak Rise		155,000
Lot 615 Toorak Rise		156,000
Lot 610 Toorak Rise		160,000
Lot 601 Toorak Rise		162,500
10 Richmond Street		255,000
12 Richmond Street		225,000
<b>Revenue</b>	<b>2,520,000</b>	<b>2,582,545</b>
<b>Expenditure</b>		
Lot 246 Palmerston Street & Lot 247 Stuart Street	471,700	4,412
Former Richmond Street Depot	6,912	6,912
4 View Street	406,820	408,707
Elven Street Subdivision	50,000	9,459
<b>Expenditure</b>	<b>935,432</b>	<b>429,490</b>
<b>Net Proceeds of Sale to be Used for Future Infrastructure/Capital Works</b>	<b>1,584,568</b>	<b>2,153,055</b>
<b>GAIN ON SALE</b>		
Sale Proceeds	2,520,000	2,582,545
Less Book Value of Land	911,165	175,896
<b>Gain on Sale</b>	<b>\$1,608,835</b>	<b>\$2,406,649</b>

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2002

### 22 MEMBERS FEES AND ALLOWANCES

	Fee \$	Budget 2001/02 \$	Actual 2001/02 \$
<b>Annual Meeting Fee (Section 5.99)</b>			
Mayor	12,000		
Councillors (8)	6,000		
<b>Total Annual Meeting Fee</b>		<b>\$60,000</b>	<b>\$60,000</b>
<b>Annual Entertainment Allowance (Section 5.98 (5)(b))</b>			
Mayor	36,000	36,000	36,000
Deputy Mayor	4,500	4,500	4,500
<b>Total Annual Entertainment</b>		<b>\$40,500</b>	<b>\$40,500</b>
<b>Prescribed Expense Reimbursement (Section 5.98 (2))</b>			
Telephone Rental/Call Costs/Connection/Reconnection		20,000	25,605
Travelling Expenses		2,600	3,013
Child Care		1,000	1,994
Stationery		6,500	2,365
Other expenses		1,000	482
<b>Total Expense Reimbursement</b>		<b>\$31,100</b>	<b>\$33,459</b>



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 30 JUNE 2002

#### 23 STATEMENT OF RATING INFORMATION

Actual 2000/01 \$		Rateable Value \$	Rate in Dollar Cents	Budget 2001/02 \$	Actual 2001/02 \$
<b>RATE REVENUE</b>					
<b>Gross Rental Values</b>					
	General Rate				
9,451,037	11,386 Assessments	119,916,318	8.42	10,077,607	10,096,954
	Minimum Rate				
976,215	2193 Assessments @ \$470	9,141,608	n/a	1,028,830	1,030,710
222,118	Interim Rates		( 8.42	160,000	170,602
			(		
26,560	Back Rates		( Various	30,000	25,757
<b>10,675,930</b>	<b>Total General Rates Levied</b>	<b>129,057,926</b>		<b>11,296,437</b>	<b>11,324,023</b>
	Ex Gratia Rates				
52,768	58 Assessments	531,319	8.42	53,000	44,361
<b>10,728,698</b>		<b>129,589,245</b>		<b>11,349,437</b>	<b>11,368,384</b>
	Plus Non Payment Penalties				
29,644	Instalment Interest @ 5.5%			35,000	38,683
63,470	Penalty Interest @ 11%			60,000	53,902
31,452	Administration Charge - \$4 per instalment			40,000	36,648
(20,877)	Less Rates Written Off			(6,000)	(22,234)
<b>\$10,832,387</b>	<b>Total Amount Made Up From Rates</b>			<b>\$11,478,437</b>	<b>\$11,475,383</b>

Council issued rates on 13 August 2001, with payment to be made either in full by 17 September 2001 (35 Days from date of issue of notices) or by four instalments as provided for in the Local Government Act 1995.

The due dates for each instalment were:

- First Instalment                      17 September 2001
- Second Instalment                     19 November 2001
- Third Instalment                        15 January 2002
- Fourth Instalment                      15 March 2002

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2002

### 24 FINANCIAL INSTRUMENTS

#### Significant Accounting Policies

Details of the significant policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which revenues and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument are disclosed in note 1 to the accounts.

#### Interest Rate Risk

The following table details the Council's exposure to interest rate risk as at the reporting date.

2002	Average Interest Rate %	Variable Interest Rate \$	Fixed Interest Rate Less Than 1 Year \$	Non-Interest Bearing \$	Total \$
<b>Financial Assets</b>					
Cash	3.5	-	618,791	-	618,791
Receivables	3.5	119,524	-	1,180,955	1,300,479
Investments	4.38	-	9,414,578	-	9,414,578
		119,524	10,033,369	1,180,955	11,333,848
<b>Financial Liabilities</b>					
Trade Payables				986,794	986,794
				986,794	986,794
<b>2001</b>					
2001	Average Interest Rate %	Variable Interest Rate \$	Fixed Interest Rate Less Than 1 Year \$	Non-Interest Bearing \$	Total \$
<b>Financial Assets</b>					
Cash	4.6	-	5,073	-	5,073
Receivables	4.6	112,932	-	983,215	1,096,147
Term Deposits	5.76	-	9,075,180	-	9,075,180
		112,932	9,080,253	983,215	10,176,400
<b>Financial Liabilities</b>					
Overdraft	8.76		505,639	-	505,639
Trade Payables				750,237	750,237
			505,639	750,237	1,255,876



## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2002

### 24 FINANCIAL INSTRUMENTS (Continued)

#### Credit Risk

Credit Risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the Council. The Council has adopted the policy of only dealing with creditworthy counterparties, and obtaining sufficient collateral or other security where appropriate, as a means of mitigating the risk of financial loss from defaults. The Council measures credit risk on a fair value basis.

The Council does not have any significant credit risk exposure to any single counterparty or any group of counterparties having similar characteristics.

#### Net Fair Value

The carrying amount of financial assets and financial liabilities recorded in the financial statements represents their respective net fair values, determined in accordance with the accounting policies disclosed in note 1 to the accounts.

### 25 REMUNERATION OF AUDITORS

2000/01		2001/02
\$		\$
10,000	Auditing the Financial Report	8,545
13,901	Other Services	0
<u>\$23,901</u>		<u>\$8,545</u>

### 26 STOCK

2000/01		2001/02
\$		\$
89,496	Stock held at the Depot	44,319
312,657	Retail Stock – Beatty Park	299,982
<u>\$402,153</u>		<u>\$344,301</u>

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 27 EVENTS DURING THE YEAR

#### Tamala Park

The Tamala Park Land Transfer Bill 2001 was passed in the Legislative Assembly on the 21st August 2001. The Bill transfers a quarter of the City of Perth's share of Lot 17 Tamala Park to the Town of Vincent. The Mindarie/Tamala Park Land has been estimated to be valued up to \$200 million. The owners are the City of Perth, City of Stirling, City of Wanneroo and City of Joondalup. The historical value of the land of \$411,096 as provided by the City of Perth was taken onto the accounts during the year.

### 28 FINANCIAL RATIOS OF THE ACCOUNTS

	1998	1999	2000	2001	2002
a) Current Ratio (current assets minus restricted assets) (current liabilities minus liabilities associated with restricted assets)	2.4 Times	2.78 Times	2.74 Times	5.35 Times	4.85 Times
Purpose: To assess ability to meet current commitments					
b) Debt Ratio <u>total liabilities</u> total assets	2.24%	2.20%	2.14%	2.02%	1.77%
Purpose: To identify the exposure of the Town to debt, and as an indicator of the "solvency" of the Town.					
c) Outstanding Rates Ratio <u>rates outstanding</u> rates collectable	5.26%	5.66%	4.11%	3.88%	3.73%
Purpose: To assess rate collection					
d) Rate Coverage Ratio <u>net rate revenue</u> operating revenue	53.42%	50.92%	55.19%	56.84%	48.84%
Purpose: To assess the dependence on rate income					
e) Debt Service Ratio <u>debt service cost</u> available operating revenue	N/A	N/A	N/A	N/A	N/A
Purpose: To assess the capacity of the Town to meet total debt commitments from rate income. This ratio is not applicable as the Town is debt free.					

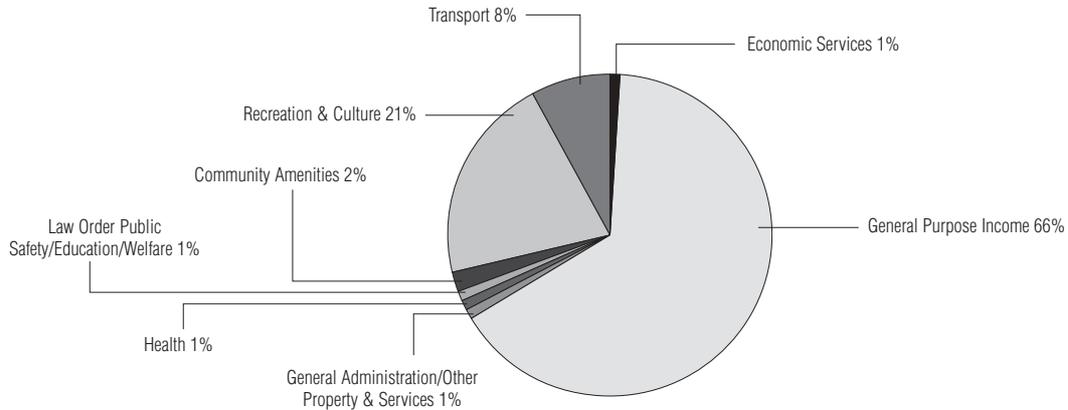


## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2002

### 29 BUDGET COMPARISONS

	<b>2002 Budget \$</b>	<b>2002 Actual \$</b>
a) <b>Non Operating Income and Expenditure</b>		
The following non operating income and expenditure and movements to and from reserve accounts are not included in the operating statement.		
<b>Non Operating Income</b>		
Proceeds on sale of assets	2,720,089	2,880,318
Transfers from Reserves	6,550,385	2,160,334
<b>Non Operating Expenditure</b>		
Transfer to Reserves	3,704,000	2,816,879
<b>Capital Acquisitions</b>		
Land & Buildings	3,983,760	1,984,789
Plant & Equipment	947,150	999,365
Furniture & Equipment	453,450	358,491
Infrastructure Assets	6,058,535	3,057,210
b) <b>Net Current Asset Position</b>		
The net current asset position balance carried forward from the previous financial year after adjustment for Restricted Assets for the purpose of the 2001/2002 budget was \$1,778,385.		
The actual net current asset position balance shown in the audited financial report as at 30th June 2001 and after adjustment for Restricted Assets was \$2,737,806.		

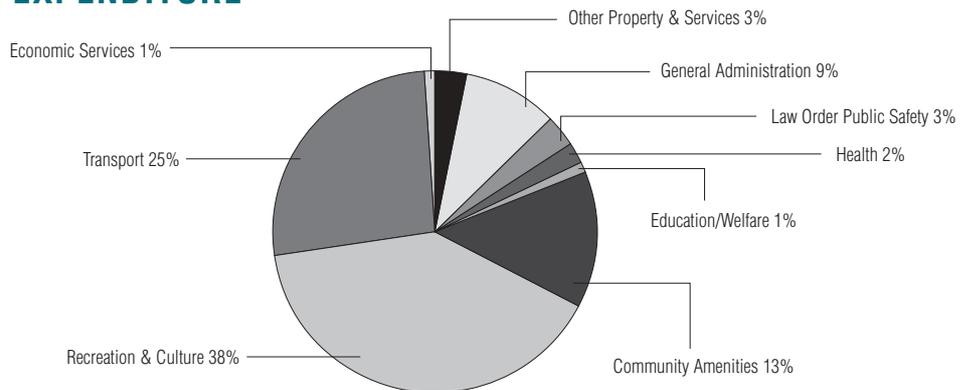
## 2001/2002 INCOME



### OPERATING INCOME

Income Type	Amount \$
General Purpose Funding	\$ 12,749,413.00
General Administration/Other Property & Services	\$ 111,181.00
Health	\$ 90,647.00
Law Order Public Safety/Education/Welfare	\$ 183,016.00
Community Amenities	\$ 379,639.00
Recreation & Culture	\$ 3,934,397.00
Transport	\$ 1,460,998.00
Economic Services	\$ 210,229.00
	\$ 19,119,520.00

## 2001/2002 EXPENDITURE



### OPERATING EXPENDITURE

Expense Type	Amount \$
General Administration	\$ 1,782,580.00
Law Order Public Safety	\$ 675,402.00
Health	\$ 568,204.00
Education/Welfare	\$ 579,009.00
Community Amenities	\$ 2,624,680.00
Recreation & Culture	\$ 8,103,409.00
Transport	\$ 5,139,874.00
Economic Services	\$ 468,880.00
Other Property & Services	\$ 892,967.00
	\$ 20,835,005.00



## TOWN OF VINCENT

In late 1995 a public competition was conducted to design and create the Town's corporate logo. The joint winners of the Competition were Renato Perino and Paul Glasson. The logo was adopted by the Council on 12 February 1996.

The logo concept has been developed combining some of the elements that characterise the diversity of the area. These include:

**THE SUN** – symbolising warmth and energy, reflecting the pleasant lifestyle in this area.

**THE TREE BRANCH** – symbolising the lush, well kept parks and gardens and a strong commitment to a clean, healthy and safe environment, which are aspects of the Town of Vincent's outdoors.

**THE BIRD** – symbolising peace, harmony and friendliness which prevails within the Town.

**THE CORNICE** – symbolising the architectural and historic aspect of the area, which features on many character houses and buildings, some of which were built in the late 1890s and early 1900s.

**THE DIAMOND SHAPE** – symbolising strength and prosperity.

The Colour Values of maroon/deep red are closely associated with the heritage and represent action, youth and vitality which symbolises the Town. The direct opposite colour is green/blue and represents strength and reliability.



## **TOWN OF VINCENT**

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