

Annual Report

2004-2005

Enhancing and celebrating our diverse community

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TOWN OF VINCENT

Town of Vincent

'Enhancing and celebrating our diverse community'

Mission Statement

A statement gives an organisation a sense of purpose and direction.

Our mission is to provide quality services and effective representation to meet the needs and expectations of our community.

Vision

Our Vision is that Vincent will strive to be a vibrant and dynamic community.

We will continue to be a safe and healthy inner city area, rich in heritage and cultural diversity.

Our residents will have a strong sense of belonging and will value Vincent as an integrated community which has its own distinctive identity and community spirit.

Trees, gardens and parks will provide attractive and natural places for recreation and enjoyment. Principles of sustainability will guide all Town decisions.

Our buildings will successfully blend old and new and embrace universal design principles to provide access for all.

We will foster a prosperous and dynamic business environment that serves local needs and attracts support from surrounding communities.

Vincent will be a place of equal opportunity for all people.

Working together, community, business and Council will turn our vision into reality.

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.

The Council upholds these guiding principles:

- Community spirit and cohesion are to be protected
- Cultural diversity is built on respect, understanding and interaction
- Community input is valued
- Sustainability guides our decision-making
- Access to all facilities
- Co-operation and teamwork

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Cover photograph: Department of Sport and Recreation building, Vincent Street. Russell Barton Photography.

Mayor's Report



Mayor Nick Catania, JP

Elected May 2001

Re-elected 2003-2007

Retires 2007

-It is my pleasure to once again report on Council activities over the 2004-2005 financial year – my third full year in office. The past year proved just as busy as the previous period, with a number of projects being finalised and new initiatives introduced, in addition to regular programmes such as footpath upgrades and waste management.

Vincent Vision 2024

The year started with the launch of Vincent Vision 2024, an innovative process aimed at engaging and encouraging the local community to share their vision of how they want to see their home, their street and their Town in the year 2024. The aim was to develop a shared community vision to set the direction for the Town's Town Planning Scheme and guide Council decision-making in to the future. The consultation process throughout the year proved a shared vision could indeed be achieved. The final vision statements are due to go to Council within the next few months.

New building – Department of Sport and Recreation

A major project that came to fruition in February 2005 was the new office building fronting Vincent Street, Leederville, for the Department of Sport and Recreation. Sport and Recreation Minister Bob Kucera joined me for the official opening on 23 February and DSR staff moved in a few days later, giving Leederville businesses a welcome influx of a hundred or more potential additional customers. Work on the adjacent public open space surrounding Leederville Oval is well underway and is already transforming the streetscape along Vincent Street.

Robertson Park redevelopment

The redevelopment of Robertson Park in Perth was also completed, with Planet Ark's National Tree Day in July last year providing the perfect opportunity to recruit many hands to recreate a portion of the former wetland on the south-west corner of the old bottle yard land.

New initiatives for seniors

Of particular interest to me, two forums on seniors' safety held during the year attracted 65 and 50 seniors respectively. The forums were part of the Town's Seniors' Strategy developed in partnership with Curtin University, and the turn-out and feedback demonstrated the importance of addressing the needs of seniors in the Town. I'm delighted that funding has been set aside in the new financial year to implement further initiatives, including personal alarms, travel vouchers and verge mowing for seniors and for people with disabilities – both groups who have special requirements.

Hyde Park update

In last year's report I mentioned my concern in relation to the poor condition of the lakes in Hyde Park. Since then a working party has been established which I chair and which meets regularly to provide solutions and recommendations. Another positive move has been the installation of a new swing in the park which enables children using a wheelchair to experience the freedom and exhilaration of a swing in safety. The look of pure delight on the face of a young girl who tried out the Liberty Swing for the first time was wonderful! The Town is also investigating options to upgrade the stage, a project with the North Perth Rotary Club.



Beatty Park Leisure Centre – inflatable

Community Events

National Tree Day was just one of many community events at which it was my pleasure to meet members of the Vincent community. Others included the annual Anzac Day Service, our ever-popular outdoor concerts, the Mayoral Walk, Pioneers Celebration and Carers Recognition Lunch. Then there were our many awards and competitions – the Art Award, Local History Award, Improved Access Awards, Visions of Vincent Photographic Competition and Garden Competition – all of which gave me opportunities to meet many of the residents and ratepayers who play such an active role in the Town.

May election results

Local government elections in May 2005 resulted in Council welcoming two new councillors, Izzi Messina and Dudley Maier. We also said farewell to Cr Caroline Cohen and Cr Basil Franchina. Cr Franchina's departure means Cr Ian Ker is the only remaining councillor who has been with the Town since the first council was elected in 1995. My sincere thanks to all the councillors who contributed to the decision-making process during the year under review, and to Crs Cohen and Franchina for their contribution to the Town during their time in office.

New local government election dates

Local government election dates have been moved from May to the third Saturday in October. This change will be implemented in time for the next elections which are due to be held in 2007.

NICK CATANIA

B.Ec., JP
MAYOR

The next twelve months

We go into the new financial year with plans for a major development kick-started by the extraordinary community support for making Perth the home of the next Super 14 competition rugby union team. Prior to the decision being announced on 10 December, Premier Geoff Gallop committed \$25 million to fast-track Stage 2 of Members Equity Stadium if Rugby WA's bid was successful. It was of course and work will start on Stage 2, fully funded by the State Government, in the new financial year.

We will also continue the programme to upgrade our footpaths, roads, parks, community amenities and Town Centres and expand services to seniors.

New initiative

In addition, I hope to introduce an exciting new initiative for youth this year. I am exploring the possibility of collaborating with other councils to offer scholarships for planning students to fill the current urgent need of planning and other professional officers in local government.

Appreciation to Chief Executive Officer and officers

I must thank Chief Executive Officer John Giorgi and the Town's officers for their hard work during the last 12 months on behalf of the residents and ratepayers of the Town. We have had a number of major projects on the go over the past few years, and the fact that they have been completed with minimal problems is a credit to the work of the officers, led by the CEO. Any unexpected challenges have been met and resolved without any major adverse impact.

I look forward to another exciting and productive year working on behalf of local residents, ratepayers, business and visitors to the Town of Vincent.

Your Councillors

South Ward



CR IAN KER

Deputy Mayor To May 2005
Elected 1995
Re-elected 1997
Re-elected 2001
Re-elected 2005
Retires 2009



CR IZZI MESSINA

Elected 2005
Retires 2009



CR SALLY LAKE

Elected 2003
Retires 2007



CR MADDALENA TORRE

Elected 2003
Retires 2007



CR CAROLINE COHEN

Elected 2001
Retired 2005

North Ward



CR SIMON CHESTER

Elected 1999
Re-elected 2003
Retires 2007



CR HELEN DORAN-WU

Elected 2001
Re-elected 2005
Retires 2009



CR STEED FARRELL

Deputy Mayor From May 2005
Elected 2003
Retires 2007



CR DUDLEY MAIER

Elected 2005
Retires 2009



CR BASIL FRANCHINA

Elected 1995
Re-elected 1997
Re-elected 2001
Retired 2005

Council Information

Council Meetings

Council Meetings were held at 6.00pm on the second and fourth Tuesday of each month (except November and December 2004 when they were on the first and third Tuesday) at the Administration and Civic Centre, 244 Vincent Street (corner Loftus Street), Leederville. Special meetings of Council were called to consider specific matters.

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

Council Meeting Attendance

| MEMBERS | ORDINARY COUNCIL MEETINGS ENTITLED TO ATTEND# | ORDINARY COUNCIL MEETINGS ATTENDED | APOLOGIES | LEAVE OF ABSENCE | SPECIAL COUNCIL MEETINGS ENTITLED TO ATTEND* | SPECIAL COUNCIL MEETINGS ATTENDED | APOLOGIES | LEAVE OF ABSENCE# |
|---|---|------------------------------------|-----------|------------------|--|-----------------------------------|-----------|-------------------|
| Mayor Nick Catania | 23 | 21 | 1 | 1 | 6 | 6 | 0 | 0 |
| Cr Ian Ker (Deputy Mayor until 7 May) | 23 | 21 | 1 | 1 | 6 | 5 | 0 | 1 |
| Cr Simon Chester | 23 | 22 | 1 | 0 | 6 | 6 | 0 | 0 |
| Cr Caroline Cohen * | 19 | 18 | 0 | 1 | 2 | 1 | 0 | 1 |
| Cr Helen Doran-Wu | 23 | 20 | 2 | 1 | 6 | 6 | 0 | 0 |
| Cr Steed Farrell (Deputy Mayor post-7 May) | 23 | 17 | 4 | 2 | 6 | 6 | 0 | 0 |
| Cr Basil Franchina * | 19 | 18 | 1 | 0 | 2 | 2 | 0 | 0 |
| Cr Sally Lake | 23 | 23 | 0 | 0 | 6 | 6 | 0 | 0 |
| Cr Maddalena Torre | 23 | 14 | 3 | 6 | 6 | 1 | 1 | 4 |
| Cr Dudley Maier # | 4 | 4 | 0 | 0 | 4 | 4 | 0 | 0 |
| Cr Izzi Messina # | 4 | 4 | 0 | 0 | 4 | 4 | 0 | 0 |

maximum number of Ordinary Meetings is 23
maximum number of Special Meetings is 6

* maximum number of Ordinary Meetings is 19
* maximum number of Special Meetings is 2

minimum number of Ordinary Meetings is 4
maximum number of Special Meetings is 4

Forum Attendance 2004-2005

| MEMBERS | NO OF FORUMS ENTITLED TO ATTEND | NO OF FORUMS ATTENDED | APPROVED LEAVE OF ABSENCE | APOLOGIES RECEIVED | ABSENT |
|--|---------------------------------|-----------------------|---------------------------|--------------------|--------|
| Mayor Nick Catania | 13 | 12 | 1 | - | - |
| Cr Ian Ker (Deputy Mayor until 7 May) | 13 | 10 | - | 3 | - |
| Cr Simon Chester | 13 | 13 | - | - | - |
| Cr Caroline Cohen (to 7 May 2005) * | 13 | 11 | - | - | - |
| Cr Helen Doran-Wu | 13 | 11 | 1 | 1 | - |
| Cr Steed Farrell (Deputy Mayor post-7 May) | 13 | 9 | - | 3 | 1 |
| Cr Basil Franchina (to 7 May 2005) * | 11 | 2 | - | 1 | 8 |
| Cr Sally Lake | 13 | 13 | - | - | - |
| Cr Maddalena Torre | 13 | 1 | 1 | 7 | 4 |
| Cr Dudley Maier (from 7 May 2005) # | 2 | 2 | - | - | - |
| Cr Izzi Messina (from 7 May 2005) # | 2 | 2 | - | - | - |

* maximum number of Forums is 11
maximum number of Forums is 2

Committees to which the Town has Delegates or Representatives

- Claise Brook Catchment Advisory Group (Delegate: Manager Park Services. Deputy: Executive Manager Technical Services.)
- East Perth Redevelopment Authority Government Officers Liaison Group (Delegates: CEO and Executive Managers.)
- Leederville Gardens (Inc) Retirement Estate Board of Management (Delegates: Mayor – chair; Cr Chester and; Cr Farrell. Deputies: Cr Chester; Cr Ker and; Cr Messina.)
- Local Emergency Management Advisory Committee (Delegate: Manager Ranger Services and Community Safety. Deputy: Safer Vincent Co-ordinator.)
- Local Government Association Central Metropolitan Zone (Delegates: Cr Ker; Cr Lake and; CEO – non voting. Deputy: CEO – voting.)
- Mindarie Regional Council (Delegates: Mayor – chair and CEO – non voting. Deputy: Deputy Mayor.)
- Metropolitan Regional Recreation Advisory Committee (Delegates – Cr Doran-Wu and Manager Community Development – non voting. Deputy – Cr Farrell.)
- North West District Planning Committee (Delegates: Cr Chester and Executive Manager Environmental & Development Services – non voting. Deputies: Cr Ker and Manager Planning, Building & Heritage Services.)
- Swan River Trust (Delegate: Cr Maier. Deputy: Cr Messina.)
- Vincent Community Recreation Association (Delegates: Cr Lake; CEO – voting and; Executive Manager Corporate Services – voting. Deputy: Cr Maier.)
- Western Suburbs Accord Steering Committee (Delegate: Manager Health Services.)
- Western Suburbs Community Policing Committee (Delegate: Safer Vincent Co-ordinator. Deputy: Manager Ranger Services and Community Safety).

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

- Aboriginal
- Art
- Universal Access
- Garden Awards
- Heritage
- Local Area Traffic Management
- Safer Vincent
- Seniors
- Sustainability.

Good Governance

Public Interest Disclosure Act 2003

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

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

In the financial year 2004-2005, no disclosures relating to improper conduct were made to the Town and no disclosures were referred to the Ombudsman.

Privacy rights and legislation

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

Consequently, we will:

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

Audit Committee

The Audit Committee is formally appointed by the Council and assists Council and the Town's administration to assure itself that within the organisation there are appropriate and effective accounting, auditing, internal control, business risk management, compliance and reporting systems, processes and practices.

Freedom of Information Act

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

Equal Opportunity

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

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

These policies are:

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

Register of Financial Interests for Elected Members and Senior Staff

The requirements of the Local Government Act 1995 in reporting the financial interests of Elected Members and Senior Staff were complied with.

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

Code of Conduct

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

The Council Code which was originally adopted at the Ordinary Meeting of Council of 26 August 1996 was reviewed and re-endorsed by Council at its meetings of 14 July 1997, 23 August 1999, 28 August 2001 and 24 February 2004. The latest Code was substantially amended and re-adopted.



Banner in St George's Terrace



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 continued to consolidate its position as a leading local government with 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. It is pleasing that the Town has received a number of significant awards which acknowledge the Town's expertise and achievements in these areas. These awards are referred to throughout the report. The following is a summary of significant achievements.

Customer Service

It is pleasing to note that the independent Customer Satisfaction Survey with the Town's residents ranked the Town as achieving a score of 87% in the "provision of efficient and effective services". This is a most satisfactory achievement. Notwithstanding this, during the year there has been a major focus on customer service, both internal and external. This has resulted in a restructure of the Customer Service Centre, a review of policies and procedures, the introduction of an organisation-wide electronic "Customer Action Request System" and a new computerised "Approvals Module" for the tracking and processing of development applications.

At the time of writing this report, a new Complaints Management Procedure and new Customer Service Charter were being advertised for community comment. The ultimate aim is to improve the delivery of services to our ratepayers, residents and visitors to the Town.

Customer Satisfaction Survey

An independent Customer Satisfaction Survey was carried out in November 2004. This survey measured the Council's performance in a number of areas and is compared to the survey results conducted in 1998. It is most pleasing to report that the Town scored well in the following areas:

| Survey Item | Satisfaction Level | |
|---|--------------------|--------------|
| | 2004 | 1998 |
| Weekly rubbish collections | 93% | Not assessed |
| Maintaining streetscapes, parks and sportsgrounds | 91% | 62% |
| Maintaining Beatty Park Leisure Centre | 90% | Not assessed |
| Provision of efficient and effective services | 87% | Not assessed |
| Accessibility of information about Council services | 85% | Not assessed |
| Graffiti, vandalism and anti-social behaviour control | 84% | 43% |
| Maintaining footpaths and cycle ways | 82% | 75% |
| Consulting the community about local issues | 76% | 45% |
| Building and planning approvals | 75% | Not assessed |
| Parking control | 72% | Not assessed |

There is a need to improve in the areas of parking control and the issue of building and planning approvals and this will be a priority during 2005-2006.

Organisational Management

Strategic Plan

The Council's Strategic Plan, which forms the basis of many of the Capital Works programmes and provides guidance for the Town's Administration, was reviewed in December 2004 and an interim Strategic Plan was adopted for the remainder of the financial year. Quarterly reports were submitted to Council, which revealed that good progress was being achieved in each of the key result areas. It is proposed to review the Strategic Plan in early 2006.

Independent Organisational Review

The implementation of the Independent Organisational Review recommendations continued throughout the year and at the time of writing this report were well advanced, with 87% (46) of the recommendations successfully implemented, 9% (5) in progress and 4% (2) part completed or still being investigated. It is anticipated that the remaining items will be completed in mid to late 2005.

The Review identified a number of opportunities to improve the organisational performance in a cost-effective manner which has resulted in the Town of Vincent providing improved standards of performance for the betterment of service delivery to its community.

Council Policies

The review of the Council's Policy Manual was completed in October 2004. The Council's Human Resources Policies were completely reviewed and a new Policy Manual was adopted in December 2004.

Economic Development Strategy

In late 2004, consultants were engaged to prepare an Economic Development Strategy to guide the Council for the forthcoming five year period. This Strategy was adopted by the Council at its Ordinary Meeting held on 9 August 2005.

Infrastructure Development

Leederville Masterplan

In early 2004, the Council approved a proposal for the implementation of the Leederville Masterplan. This will involve redevelopment of over 20,000m² of Council-owned land in the Oxford Business District, with the potential to include other significant landholdings owned by other parties. Approval was also granted to relocate the Water Corporation's main sewer and drain from The Avenue Car Park. At the time of writing this report, a tender was called for the engagement of consultants to assist in this major project, which will be the largest ever undertaken by the Town.

Office Building for Department of Sport and Recreation

The completion of the \$6.5 million office building for the Department of Sport and Recreation occurred, within budget, in December 2004. The Department of Housing and Works completed the fit-out at an additional cost of \$1.5 million. The building was officially opened by the Town's Mayor Nick Catania, in conjunction with the Minister for Sport and Recreation, the Hon Bob Kucera MLA, on 23 February 2005.

Leederville Oval – "Football Centre of Excellence"

The Public Open Space surrounding the Oval has continued to be upgraded, with the works along the Vincent Street frontage being completed. Unfortunately, a delay in completing the eastern bank works has occurred as no decision has been made on the adjoining Loftus Centre redevelopment. It is expected that works will be continued to be carried out during 2005-2006, with the bulk of the work being completed in 2006.

State Indoor Sports Facility

Work progressed on finalising the concept plans for the proposed State Indoor Sports Centre and additional funding was requested from the Department of Sport and Recreation. At the time of writing this report, no decision had been received.

Multi-Purpose Rectangular Sports Stadium – Stage 2

In December 2004, Rugby WA was successful in its bid to obtain a licence for a team to be based in Perth for the Rugby Union Super 14s competition, which involves teams from Australia, New Zealand and South Africa. The new team is known as "Western Force". As part of the bid, the State Government announced a \$25 million upgrade of the Multi-Purpose Rectangular Sports Stadium and negotiations commenced with all stakeholders to prepare concept designs. At the time of writing this report, the Project Architects had completed the concept plans.

Regional Councils

Tamala Park Regional Council

The joint owners, being the Cities of Joondalup, Perth, Stirling and Wanneroo and the Towns of Cambridge, Victoria Park and Vincent, progressed the legal documentation for the creation of a Regional Council to control the land (other than that leased to the Mindarie Regional Council).

Work continued on the future land holdings at Tamala Park, which is a 432 hectare land holding about 30kms from the Perth CBD. The value of this land is estimated at \$11.5 million net; however its final value will depend on any subdivision layout determined by the landowners. A total of 252 hectares is currently leased to the Mindarie Regional Council for use as a Regional Waste Facility.

A Business Plan was jointly advertised for the redevelopment of the land in May 2005 and subsequently approved by the member Councils.

Various subdivision proposals have been progressed and at the time of writing this report, were at a stage for handover to the proposed Tamala Park Regional Council.

Mindarie Regional Council

The Mindarie Regional Council, of which the Town is a member along with the Towns of Cambridge and Victoria Park and Cities of Stirling, Perth, Joondalup and Wanneroo, purchased 100 hectares of land in North Wanneroo as a site to contain the proposed secondary waste treatment plant. The tender relating to the proposed technology for this secondary waste treatment plant is currently being assessed and at the time of writing this report, was progressing slowly.

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 and to the Executive Managers, Rob Boardman, Mike Rootsey and Rick Lotznicher, 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), FAIEH, MLGMA, JP
Grad.Cert.Public Sector Mgmt
CHIEF EXECUTIVE OFFICER

Chief Executive Officer's Division

Human Resources

Manager: Maureen M Gallagher

About our Employees

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

The Town is also aware of the need for a strategy to support Council's commitment to sustainability and the responsible governance of economic, environmental and social issues.

This requires a holistic approach to organisational health, safety, diversity and well-being and the implementation of programmes that support a work/life balance for the Town's employees.

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

Recruitment

The Town's employee turnover remained similar to previous years, at 12.95% and is approximately 6% below the industry average.

Staff Development and Training

Performance Appraisals continue to be conducted on an annual basis for all staff and training needs are then highlighted.

A comprehensive review of all policies relating to human resources and occupational safety and health was carried out in late 2004. A new Human Resources Policy Manual was adopted at the Council meeting held on 21 December 2004.

The operational employees have participated in training in Traffic Management, Heavy Vehicle/tractor Driving and Risk Management (care of the back and spine). Administrative staff had training sessions in customer service. All Risk Management training sessions were conducted by Health on the Move. Other employees have attended several seminars, conferences and workshops.

Occupational Safety and Health

The Town's Safety and Health Committee continued to meet on a regular basis throughout the year. Training sessions, including Safety Orientation, are on an ongoing basis for inside and outside staff. In September 2004 the Town received a Bronze Award for its Occupational Safety and Health Desktop Audit, conducted by Local Government Insurance Services. Skin Cancer Assessments were carried out by 'Health on the Move' in-house. 118 staff members availed themselves of this opportunity.

Skin Cancer Assessments were carried out by 'Health on the Move' in-house with 70 employees availing themselves of this opportunity.

The Town's Employment Assistance Programme (EAP) with OSA Group was renewed and is still being well utilised. This programme provides free counselling to employees and Elected Members and their families. Utilisation during this financial year was 12.1 per cent, with 18 referrals overall.

Industrial Relations

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



Anzac Day Service

About our Employees

| Item | 97/98 | 98/99 | 99/00 | 00/01 | 01/02 | 02/03 | 03/04 | 04/05 |
|---|-------|-------|-------|-------|-------|-------|-------|-------|
| Number of Workers' Compensation Claims | 21 | 29 | 20 | 13 | 18 | 22 | 12 | 13 |
| Lost Time Injury Days | 95 | 50 | 11 | 10 | 50 | 1 | 0 | 5 |
| Employee Assistance Programme – Utilisation (number of referrals) | 16 | 13 | 12 | 5 | 11 | 9 | 10 | 18 |
| Absenteeism – Total number of days taken | 794 | 860 | 843 | 706 | 708 | 888 | 845 | 972 |
| Absenteeism – Average number of days per Employee | 3.91 | 4.19 | 3.0 | 2.65 | 3.89 | 4.91 | 4.4 | 5.08 |
| Employee Turnover % | 12.18 | 26.06 | 20.59 | 13.07 | 12.64 | 13.26 | 12.5 | 12.95 |
| Full Time Equivalent Employees | 156 | 165 | 170 | 176 | 182 | 184 | 192 | 192 |

Workers' Compensation

As the Town's Workplace Injury Management Coordinator, the Manager Human Resources delivers Injury Management information sessions to new staff. The Manager carried out the annual Injury Management Spot Audit for Local Government Insurance Services to ensure compliance under the status of self-insured employers. The findings of this audit determined that all staff have an understanding of Injury Management policies and procedures.

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

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

| Salary Range | Number of Employees Receiving Salary |
|---------------------|--------------------------------------|
| \$100,000-\$109,999 | 3 |
| \$110,000-\$119,999 | 0 |
| \$120,000-\$129,999 | 0 |
| \$130,000-\$139,999 | 0 |
| \$140,000-\$149,999 | 1 |
| \$150,000-\$159,999 | 0 |



Carer's Lunch

Public Relations/Marketing

The Welcome Pack which is sent out fortnightly to new home buyers was reviewed and updated and now also contains a map indicating on which week day rubbish collection takes place in each of the five collection areas of the Town. The pack continues to attract favourable comment from new residents and has been requested by community groups and real estate agents on a number of occasions.

The Public Relations Officer prepares the quarterly external newsletter to residents and businesses in the Town, and the fortnightly internal newsletter to employees, which keep both groups of stakeholders informed. In addition, the external newsletter has a twice-yearly 'Have Your Say' reply-paid flyer insert to encourage feedback on Council matters.

The Town continued to have a high media profile and work collaboratively with journalists working in the electronic and print media. In particular, the successful bid to make Perth the home of the next Super 14 rugby competition and Members Equity Stadium its venue sparked the interest of the mainstream media.

Elections

An ordinary election was held within the Town of Vincent on 7 May 2005 to elect two Councillors for the North Ward and two for the South Ward. The results of the elections were:

North Ward

| Candidate | Votes | Percentage | Expiry of term |
|-----------------------|-------|------------|----------------|
| DORAN-WU Helen | 1299 | 25.16% | October 2009 |
| MAIER Dudley | 1160 | 22.47% | October 2009 |
| CADDY Dan | 967 | 18.73% | - |
| FRANCHINA Basil | 894 | 17.32% | - |
| PARRY Damien | 553 | 10.71% | - |
| LAM, David V Q | 289 | 5.60% | - |
| Total valid votes | 5162 | 100% | - |

South Ward

| Candidate | Votes | Percentage | Expiry of term |
|----------------------|-------|------------|----------------|
| MESSINA, IZZI | 1424 | 23.97% | October 2009 |
| KER, Ian | 1357 | 22.85% | October 2009 |
| COHEN Caroline | 1225 | 20.62% | - |
| ANWYL Megan | 1188 | 20.00% | - |
| CONNELLY Paul | 746 | 12.56% | - |
| Total valid votes | 5940 | 100 % | - |

NB. Local government election dates have been moved from May to the third Saturday in October. This change will be implemented in time for the next elections which are due to be held in 2007.

Citizenships

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

During the year, three citizenship ceremonies were held with a total of 128 recipients. In addition, 25 people became Australian citizens in private ceremonies conducted by the Mayor or the Chief Executive Officer. A total of 153 residents became Australian Citizens.

Senior Officers

The major responsibilities of the Executive Management Team are:

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

The Executive Management Team meets formally each week.



The Executive Management Team (from left) – John Giorgi, JP; Rick Lotznicher; Mike Rootsey and; Robert Boardman

Executive Management Team

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

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

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

Robert Boardman, P.Grad Dip Hlth Admin (Curtin), MAIEH, MLGMA.
Executive Manager
Environmental and Development Services

- Audit Programme
- Citizenship
- Civic Functions
- Council Meetings
- Customer Service
- Economic Development
- Elected Member Liaison
- Elections
- Human Resources
- Policy, Legal Services and Local Laws
- Public Relations and Marketing
- Strategic Planning
- Town Management

- Engineering Services
- Fleet Management
- Parks Services
- Plant/Equipment
- Waste Management
- Works Depot

- Corporate Support
- Beatty Park Leisure Centre
- Community Development
- Financial Services
- Information Technology Services

- Health Services
- Ranger Services and Community Safety
- Library Services
- Planning, Building and Heritage Services

Managers

Des Abel
Planning, Building and Heritage Services

Jacinta Anthony
Community Development

Deon Brits
Health Services

Maureen Gallagher
Human Resources

Jim MacLean
Ranger Services and Community Safety

Natasha Russell
(13/12/99 – 27/7/05)
Financial Services

Bee Choo Tan
(From 19/7/04)
Acting Manager Financial Services

Elizabeth Scott
Library and Information Services

Deb Vanallen
Beatty Park Leisure Centre

Jeremy van den Bok
Parks Services

Craig Wilson
Engineering Services

Michael Yoo
Information Systems

Corporate Services

Executive Manager: Mike Rootsey

Financial Services

Manager: Bee Choo Tan

Financial services aims to continue to provide and improve financial management for the Town. The preparation of the annual budget and the annual financial statements are the major outcomes for the service area. 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 2004-2005 Annual Budget was adopted at the Special Council Meeting on 12 July 2004. Budget performance is closely monitored and this year three budget reviews were undertaken.

The annual financial statements for the year ending 30 June 2005 received an unqualified report from the auditors. The Principal Activity Plan for the period 2004-2008 was also well received and is displayed for reference in the Local Government Department's Library.

The Town's Budget 2004-2005 and financial reporting received a 'high ranking' in the Department of Local Government and Regional Development Financial Management Awards 2005. The award recognises the various Local Governments that are assessed as providing the most effective financial management processes and reports throughout the year.

Rates

Rates are the principal source of revenue for the Town. The revenue generated from rates was \$13,550,460 which represents 57% of total operating income. Pioneer Credit Management Services was contracted throughout the year and due to the combined actions of staff and Pioneer Credit the collection rate has been high. The rates outstanding as at the 30 June 2005 was 2.63% compared to 3.42% the previous year.

For 2004-2005 the Town of Vincent adopted a single general rate of 8.24 cents in the dollar of Gross Rental Value of the property and a minimum rate of \$464 applied. The Town's rates are very competitive for the metropolitan region.

Internal Audit

An internal audit programme has been adopted by Council to cover the requirements of the Local Government Act to review the financial system and procedures.

Stage 1 of a 4-Stage Programme to review the appropriateness and effectiveness of the financial management systems and procedures of the Town of Vincent was carried out this year.

Four areas are to be reviewed each year as part of the programme. This year the areas covered were the purchase of goods and services, payments, payroll, stores and the tender register.

The findings reported that the overall effectiveness of the financial management system and procedures are sound and appropriate for the Town of Vincent's current level of operations.

Community Development

Manager: Jacinta Anthony

Community Development works effectively in collaboration with community members, community groups, service providers, and other spheres of government to identify and reach shared goals for the benefit of the Town. In 2004-2005 a number of new and exciting projects were established in the Town which has created valuable benefits for the community in many and varying areas.

Information Dissemination

A beneficial and widely-used service offered by the Community Development Officers is information dissemination on a range of services and events available to the community. To enhance methods of dissemination there are service directories specifically for seniors, families and children, and people with disabilities. These are continually updated and are available by contacting the Town or from the Administration Centre. The Community Services Database is continually updated and has been a useful referral source for community enquiries.



Concert at Banks Reserve

Community Events

On 28 October 2004, the Town held its fifth *Vincent Pioneers Function* at the North Perth Town Hall. A successful morning tea was held with enjoyable performances by the Italian Women's Choir and a local history display. The morning assists in recognising the contributions made by the Town's senior citizens towards the development of the Vincent community. One hundred people attended.

The second *Carers Recognition Lunch* was held on 26 May 2005. In order to disseminate information to carers, four agencies set up displays and other agencies placed information in a package for carers to take home. The guest speaker this year was Jon Doust. The lunch was attended by 71 people and feedback received was very positive.

Seniors' Week was celebrated by the Town by participation in the Seniors Recreation Council of WA's 'Have a Go Day', on 26 October 2004. Over 60 seniors joined in the variety of physical activities and attended the information stalls at Burswood Park.

Harmony Week 2005 was celebrated with a series of events throughout the week. Events included the launch of Harmony Week and the multicultural bus shelter mural project at North Perth Town Hall, a multicultural doll's festival, African drumming workshops, a multicultural carers morning tea, an Aboriginal library forum, children's storytelling and other community-facilitated events.

Community Programmes

There is a strong group of members of the *Vincent Seniors Group* that continue to meet with the Community Development Officer to plan regular outings, activities and information sessions for seniors. The Seniors Advisory Group meets as required.

The seniors' outings are very popular with over 500 seniors on the mailing list. The outings are very successful at meeting their aim of building on friendships made during the outings and carrying this over into their daily lives by providing support to one another outside the organised activities. Due to the increase in demand for attending the outings, the same outing was offered twice a month.

In partnership with the Fire and Emergency Services (FESA), the programme to provide and install smoke alarms for Vincent seniors and persons with a disability has continued. The partnership formed between the Town and the Volunteer Task Force to change the batteries in smoke alarms for seniors referred by the Town is also well utilised.

Social Research

The Town worked in partnership with Curtin University to develop a Seniors Strategy for the Town of Vincent. The objective and purpose of the Seniors Strategy is to assist the Town to effectively plan for the service needs of seniors by developing a broad strategy for seniors living within the Town. In November 2004, as part of Stage 2 of the consultation process, the first forum on safety was held with 65 seniors participating. In April 2005, the second stage of the safety forum was held with the participation of 50 seniors.

Support for the Community

Through the *Community and Welfare Donations Scheme*, \$62,585 was granted to 22 groups and 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 provided as appropriate to a total of \$2,357.

Cultural Development Seeding Grants, which are for not-for-profit groups who organise cultural events within the Town of Vincent to the benefit of residents, were provided to seven groups who shared funds totalling \$4,500.

Sporting Donations were made to individuals within the Town who are competing at state, national or international level, with a total of 13 donations made this year. The total contribution of \$1,400 was shared among the successful applicants.

Youth Development Grants were made available for the first time in 2004-2005 and assistance given to nine young people. The grants, up to \$500, aim to assist young people (12 to 17 years inclusive), residing in the Town to achieve their goals and provide them with an opportunity to actively participate in the community and their chosen field of interest. The grants are designed to foster a positive image of young people in the Town and to assist in providing opportunities they may not otherwise have.

Youth

The *Youth Advisory Council (YAC)* has grown in numbers over the year – now with 12 members aged between 15 and 25 meeting every three weeks. The YAC has continued producing and distributing the bi-monthly youth focused newsletter, *The Town's Low Down*. This newsletter provides young people with up-to-date information and a link to their local YAC.

In celebration of *National Youth Week 2005*, a film-making workshop was organised for 13 young Town of Vincent residents. The workshops ran for five days during National Youth Week (11- 15 April). The participants learnt the basics of film-making and produced three short films on a youth-related topic of their choice. The films were shown at a public screening at Banks Reserve on Friday 29 April. The short films were followed by the screening of the new release film *Bride & Prejudice*. Over 250 people attended the screening.

Ampfest Clash of the Bands 2005 is a successful collaborative project involving the City of Subiaco and the Towns of Vincent, Claremont and Mosman Park. It is sponsored by Healthway, Zenith Music, Satellite Recording Studio, *Groove* magazine, *XPress* and RTRFM. The project is designed to provide young original Perth bands with an opportunity to further their skills in the music industry, to share in over \$8,000 in prizes, play in front of an audience, and participate in band development workshops presented by professionals in the Western Australian music industry. The heats and final were held at various locations throughout the participating councils. Each heat was well attended, and the final attracted over 450 people, which is a significant increase on last year.

The *School Holiday Programme* offers a successful programme of affordable, accessible and diverse activities to residents. Activities enjoyed in 2004-2005 include sailing, CALM activities, Safer Vincent Safer Kids, bike safety, Flute and Vege, and Scitech activities. Activities are designed to ensure that children with a disability can participate and AUSLAN interpreters are available for children who are hearing impaired. Activities were always fully-booked, with waitlists for each activity.

Recreation

Active Vincent Day for 2004 was incorporated with Pets in the Park and the Mayoral Walk, held on Sunday 24 October 2004. The event was held at Beatty Park Reserve.

The *Anzac Day Service* was again a highly successful event with more than 600 people attending. The ceremony commenced at 11.00am at Axford Park in Mount Hawthorn and guests were invited to morning tea at the conclusion of the event.

In April 2005 *Recreation Week* provided existing sport and recreation clubs within the Town with an opportunity to promote their clubs and programmes. Throughout the designated week, groups offered free or discounted passes to their activities.

The six-programme *Summer Concerts Series* in 2005 saw one concert this year incorporated with *Bike Week*. The community were encouraged to ride their bike to Hyde Park and then enjoyed a free sausage sizzle and bike giveaway. A record crowd of 600 was seen at Banks Reserve with new performers added to the line-up.

The Manager of Community Development is now the chairperson for North Metropolitan Regional Recreation Advisory Council along with the Recreation Officer attending as secretary. Regular meetings with representatives of other northern suburbs councils are attended to develop regional recreation strategies for the northern corridor.

The Town of Vincent partnered with the Department of Sport and Recreation and the School Volunteer Programme in running the pilot programme Seniors Sportsfun in 2005. *Seniors Sportsfun* is an intergenerational coaching/mentoring programme for active seniors and primary school-aged children. Nine seniors were recruited to participate in the physical education classes of year three and four students at Mount Hawthorn, Kyilla and Sacred Heart Primary schools in terms 3 and 4.

Arts

The *Wetlands Interpretive Project* has progressed with a writer and designer commissioned for the signage in the final stages of design. The third major interpretive artwork, which will be located in Hyde Park, has been commissioned from artist Judith Forrest. The artist has completed the initial research and design, with the resulting work going out to public consultation. A report indicating public approval was supported by Council. Further approval was obtained from The Heritage Council of Western Australia which allowed the project to progress to the fabrication stage. Installation is expected in late 2005.

The *2004 Art Award* took place in October 2004. The Town received a record number of entries (approximately 400.) With display room for only 250, the Curator preselected the work for show, as outlined in the conditions of entry, although understandably disappointing a number of those not selected, the result was a high quality exhibition that was well received, with the sale of 20 works.

Community Arts

The Town of Vincent, in collaboration with the Film and Television Institute, launched the Town of Vincent Film Project in June. The project involves commissioning a series of short films to be filmed in and around the Town of Vincent. The films are to be completed in December 2005 and screened in early January 2006.

Town of Vincent Visual Arts Scholarships for 2005 were awarded to Gemma Vasoli of Aranmore Catholic College with James McKay and Jack Hobbs as joint recipients from Perth Modern School.

As part of the Local Government Association's *Banners in the Terrace Project*, the Town of Vincent commissioned artist Garry Pumfrey to collaborate with four year 10 students from Perth Modern School to produce a banner. The work was completed in July and will be displayed in St. Georges Terrace in August 2005.

Artwork for six *Percent for Art Scheme* projects were approved in 2004-2005.

The 2004-2005 *Visions of Vincent Photographic Award* was celebrated at the exhibition opening, which was held in conjunction with the Town's Australia Day Citizenship Ceremony. There were 193 photographs on display, with a record number of photographs by children (6-18 years). Thirteen prizes were awarded to winners.

Hall/Reserve Bookings

There were 2537 bookings received and processed for the seven available Council halls in the 2004-2005 financial year, resulting in more than 6840 hours of actual use. Council halls were utilised by 15,003 casual users and 66,830 regular users. The total revenue for the year generated by hall bookings was \$79,757, which was an increase from the previous year.

During the year under review, 193,442 people used the 17 reserves that are available for hire. The total revenue generated by the hire of reserves during the financial year was \$9,375.

Leederville Gardens Retirement Village

Full-time management of Leederville Gardens Retirement Estate by the Town commenced in the previous financial year and since this time there have been many new initiatives implemented. These include amending the existing constitution, implementation of fire safety procedures and implementation of a risk management plan.

Universal Access

The Town is committed to ensuring that the outcomes of the Town's Disabilities Services Plan (as required under the Disability Services Act 1993) are met and additionally provide services that extend beyond these requirements. Consultation began in 2004 with residents and staff to formulate a new Disability Access and Inclusion Plan for 2006-2011.

The *Access Audit Review* was adopted by council in March 2005 and work continues in collaboration with the Property Maintenance section to assist in making the Town's properties increasingly accessible.

The *Vincent Improved Access Awards* received its greatest number of nominations in 2004. Eleven awards in total were handed out and the overall winner was Amputees in Action.

Disability Services Plan Report 2004-2005

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

- * The Town considers all aspects of inclusion and universal access when planning, promoting and undertaking Town-facilitated events and programmes.
- * Externally-organised events are encouraged and supported to make events held within the Town accessible.
- * The Disability Services Officer (DSO) liaises with all service areas to increase awareness of access issues and ensure that access is improved.
- * Interpreters for people with hearing impairments are provided for major events, community consultations and as requested.

Outcome 2: Access to buildings and facilities is improved

- * A review of the 1998 Access Audit was completed on the Town's facilities and premises. A time-frame, which was passed by Council in March 2005, has been developed to assist in increasing the access of the Town's facilities and premises.
- * Various buildings, facilities and pathways have been upgraded in accordance with the access audit. Emphasis has been on public toilets and facilities.
- * Specific access difficulties which the community make the Town aware of, in regards to pathways, kerbing and pram ramps, are improved on a continual basis.
- * Access issues are raised at the planning stage for all Council buildings, facilities and services.
- * Private developers are required to meet basic access standards and are 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. * Additional parking bays for people with disabilities which meet the Town's 2.5 ACROD parking policy have been included in the Town's car parks. The Town's policy is above the requirement of the Australian standard.

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

- * The Town's Access and Equity Policy was reviewed to include a standard phrase that must be placed on all flyers and brochures, stating that material is available to the community in alternative formats. The policy also states that accredited interpreters must be used. The policy is in place and is promoted to all service areas.
- * A range of community 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 they are clear and easy to read. Flyers indicate events are accessible.

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

- * Each department within the Town continually updates and is responsible for information regarding access issues pertaining to their specific areas.
- * The DSO passes on information regarding access issues and training opportunities to relevant staff as appropriate.
- * The DSO is available to all service areas regarding universal access and disability awareness

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

- * New Universal Access Comment forms are now available. These have been mailed to residents known to the Town to have a disability and are located in different locations throughout the Town. The comment forms provide residents, carers and users with the opportunity to provide feedback relating to disability issues within the Town.
- * Participation in public consultations is available in alternative formats. For example people are able to respond via email or contact the relevant officer if assistance is required.
- * Specific forums have been held for people with disabilities and their carers to voice their concerns and raise awareness of the issues which they face as apart of the updating the Disability Access and Inclusion Plan.

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

- * The Town hosted its second successful Carers Recognition Lunch in May 2005, which was attended by 72 people. * DSO has created a user-friendly directory of services for people with disabilities and carers living within the Town. The directory includes specific and general agency contact details, as well as websites where services are available online.
- * A Liberty Swing is now in Hyde Park and assists children with disabilities that are wheelchair users to enjoy the park.
- * The Universal Access Advisory group meets as required to assist with the consultation and support given to people with disabilities within the Town.

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

- * The Town's DSO offers individual support to residents looking for services and also advocates within Council on service developments as required.
- * Disability services are promoted in the Town's quarterly newsletter and in the local media when appropriate.
- * The DSO continues to develop partnerships with local agencies, ensuring a beneficial outcome to the community.
- * Welfare support and referral, based on eligibility, is provided to individuals.
- * People with disabilities benefit from the Town's *Community and Welfare Donations Scheme*, which gives financial assistance to groups and organisations providing community and welfare services to the Town's residents.
- * Ad hoc donations to disability groups, organisations and individuals with a disability were provided as appropriate.



Liberty Swing in Hyde Park

Information Systems

Manager: Michael Yoo

Records Management

The 2004-2005 financial year has seen further increases in the volume of records being managed by this service area. Predominantly the steady increase in development activities in the Town has seen the volume of records nearly double that of last year.

Last year the Town was in the process of developing a record-keeping plan. This year the plan was submitted to the State Records Commission for compliance to the State Records Act 2000 and approval was given to the Town.

The Records Management System application was further enhanced in the Town's endeavour to meet its customer expectations and legislative requirements with regard to Record Management.

Ongoing training was provided to staff regarding records management and document management.

Freedom of Information

Any person can make an application for the release of documented information held by the Town, subject to the provision of the Freedom of Information (FOI) Act (1992).

Complementary to the FOI Act, the Town has a policy of complete co-operation with someone who is seeking information. This policy includes attempting to provide an applicant with all the documents they need without having to lodge an FOI application. However this policy does not extend to information about staff, information that could jeopardise the privacy of other members of the community, or information that is commercially sensitive or of a legal nature.

This financial year there have been seven FOI requests, which is one more than the previous financial year, and one request from the Ombudsman.

Information Technology

The Information Technology Service area completed a number of major projects which included implementation of new Storage Area Network (SAN) and desktop PC hardware in addition to deployment of Windows XP and Office 2003.

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

- Implementation of Customer Action Request (CAR) Module
- Upgrade of desktop computers with standard operating environment
- Implementation of Planning/Building Approvals Module
- Implementation of Outlook Web Access
- Enhancement to the Town's web site throughout the year
- Enhancement to the Geographic Information System
- Ongoing maintenance and development of online application for intranet
- Upgrades were made to the enterprise fax sharing system, helpdesk management system and document management system
- The section co-ordinated 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.

Corporate System

Since the implementation of the financial core Corporate System in July 2002 other modules have been installed. The new modules implemented in 2004-2005 include Planning and Building Application and Customer Action Request. There are plans to implement further modules in the upcoming year, including Asset Management and Work Orders.

Compliance with Record-keeping Plan

1. *The efficiency and effectiveness of the organisation's record-keeping systems is evaluated not less than once every five years.*

- * Each department within the Town continually updates and is responsible for information regarding access issues pertaining to their specific areas.

2. *The organisation conducts a record-keeping training programme.*

- The internal and external training was provided throughout the year in line with the Town's record-keeping plan.

3. *The efficiency and effectiveness of the record-keeping training programme is reviewed from time to time.*

- Feedback was received from training participants and a new training programme will be implemented for next financial year.

4. *The organisation's induction programme addresses employee roles and responsibilities in regard to their compliance with the organisation's record-keeping plan.*

- New elected members and employee's role in the organisation's record-keeping plan is addressed as part of the Town's induction process.

- installation of pool blankets
- installation of the ultra violet system for water treatment
- replacement of the automatic pool cleaner
- repairs and upgrades to the sauna, spa and steamroom areas
- upgrades to the CCTV security system
- several pieces of new gym equipment.

Needs Analysis and Feasibility Study

The purpose of the study is to prepare a plan indicating potential development scenarios for Beatty Park Leisure Centre. There are two stages of this project:

- i) Needs Analysis
- ii) Feasibility Study.

The Needs Analysis was conducted between April and July 2004 and involved a review of documentation, reports and statistical data available on the Centre. It included a competitor analysis and a review of demographic data relevant to the Centre's catchment area. Detailed consultation was conducted with all of the Centre's stakeholders.

The results of the Needs Analysis were presented to Council in a written report in October 2004. The findings illustrated that there is a high level of satisfaction towards the Centre by all current users and the general community. The study also confirmed that there is strong support for an upgrade of the facility to comply with modern standards of leisure facility provision. The age and uncertain lifespan of much of the plant, equipment and building requires further investigation in order to accurately estimate redevelopment costs. For this reason the report recommended that the Centre conduct a 'hydraulic and mechanical services study' and a 'due diligence building assessment' prior to progressing with the next stage of the project. Council accepted this recommendation and approval was given to progress to the Feasibility Study.

Beatty Park Leisure Centre

Manager: Deb Vanallen

This year Beatty Park Leisure Centre has again maintained 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 operation including strategic and business planning; programme and event innovation; customer service delivery; human resource management; asset and risk management; financial management; and the application of new technology.

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

The 'hydraulic and mechanical services report' and 'due diligence building assessments' were completed in July 2005. This information is being considered closely as part of the Feasibility Study. The Feasibility Study will lead to the development of broad conceptual plans and capital cost estimates.

The Heritage Council of WA registration of Beatty Park Leisure Centre as a place of State significance on the State list of heritage places is an issue which needs special consideration in future planning of the facility. The completion of the Draft Conservation Plan in April 2005 will greatly assist.

Public Education

Watch Around Water was launched at Beatty Park Leisure Centre by the RLSS of WA in January 2005. *Watch Around Water* takes the place of *PoolWatch* as the Centre's key *public safety education campaign*.

Watch Around Water is very similar to *PoolWatch*, and for that reason the transition has been very easy at Beatty Park. A number of new *Watch Around Water* initiatives were introduced. These include:

- A new *Watch Around Water* flyer
- Pool Supervision –the main change is that children 0-4

This change in policy is in line with the RLSS of WA recommendations for 'Safe Swimming Guidelines'. All public swimming pools across WA will have adopted this policy or be working towards it.

Aquatic Programmes 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 indoor water playground is an ideal area for families with young children.

Three of Beatty Park's elite squad swimmers competed in the 2004 Athens Olympics. A number of other swimmers also competed in world swimming events throughout the year.

Beatty Park Leisure Centre continues to play a major role in swimming education in WA. The Centre's Swim School had a successful year with further enhancements to the fully-computerised booking system and expansion of its school holiday programmes.

In the 2005 summer season, the Centre hosted 17 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', continued as a regular summer event on the Centre's calendar. It was held monthly on Friday nights between November and March in the indoor pool hall and is hosted by either a DJ or live band. Between 150 and 300 children attend each event.



Art Award Winner Yoshimo Tsushimi with Mayor Nick Catania and *Self Portrait*

Health and Fitness Programmes and Services

The membership has remained strong throughout the year peaking at approximately 1600. A number of successful membership specials were launched enticing both new members to join and stable member retention.

Beatty Park's health and fitness participants continued to show support for the Les Mills programme. Pilates and yoga have also stabilised, despite competition from other providers in the Centre's immediate catchment areas.

Personal training and massage numbers have increased this year due to a strong commitment by instructors to meet patrons' needs.

Energy Savings Initiatives

The recent addition of thermal pool blankets on the indoor and outdoor pools has shown a significant reduction in gas consumption at the Centre by minimising the amount of time the Centre's two gas-fired boilers are required to operate. In addition, the pool blankets have reduced water consumption by minimising evaporation.

It is estimated that there will be a return on investment for the pool blankets in two to three years.

Maintenance Programmes

- In recent years, Beatty Park Leisure Centre has established and refined a series of preventative maintenance schedules for all of the major plant and equipment on site.

Retail Shop, Café and Crèche Service

Beatty Park's retail shop had a successful year. Its diverse range of products from recognised suppliers ensured year-round sales and customer confidence in quality and service. A well-marketed sales programme was adopted to ensure that a number of joint promotions and cross promotions took place throughout the year.

The Café delivered an affordable range of food and beverage items to Beatty Park Leisure Centre's patrons in an efficient and hygienic manner.

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 to themselves and exercise. The Centre was also successful in securing a \$3000 Lotteries Commission grant for the purchase of new toys and equipment.



Diving Angel at Beatty Park Leisure Centre

Environmental and Development Services

Executive Manager: Robert Boardman

Law and Order Services

Manager: Jim MacLean

Parking Enforcement

The number of parking infringement notices issued during the 2004-2005 financial year was 18,677 with a total value of \$902,760. This shows a large increase in the number of infringement notices issued (46%) and a large increase (42%) in the total value from the 2003-2004 figures of 12,770 infringement notices with a value of \$637,431.

Other services provided by Ranger Services and Community Safety Section are:

Paid Parking – Car Parks and Kerbside Locations

There are 17 car parks under the control of the Council; of these eight currently attract a day-time parking fee, and five of these attract a night-time fee.

The Town has also introduced a number of paid kerbside parking facilities in areas that were congested by vehicles that parked all-day. These areas include Brewer, Pier and Brisbane Streets in Perth, Stuart Street, Northbridge and Newcastle Street, Leederville.

Parking for persons with a disability

The Town reviews the facilities in the current car parks, on an on-going basis, to ensure that at least one ACROD, or ACROD 2.5 Parking Bay, is available in every car park.

Animal Control

There are approximately 2,145 dogs registered in the Town of Vincent. There have been 20 dog attacks recorded in the past year; 17 on people and three on animals. One of the dogs involved in the above attacks was surrendered for destruction.

During the year 54 infringement notices and 134 warning notices were issued. By far the most common issue with regard to dogs is 'not held on a leash'. Also 19 of the total penalties applied were infringement notices issued for dog attacks. There is an increase in the number of infringements and warnings issued for offences by dog owners.

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

Litter Control

Most shopping centres in the Town of Vincent area now participate in a trolley removal and recovery service. Trolleys are normally collected by the contractor three days a week. The number of trolleys that needed to be collected from around the Town was greatly reduced by the introduction of the service and the complaints from residents regarding abandoned trolleys is now minimal.

For a number of years, Rangers have adopted a more pro-active role in the area of discarded cigarette butts from vehicles and a total of 31 contacts have been made in this regard, with 63 infringement notices being issued. Twelve infringements and 49 warnings have also been issued for the offence of 'Illegal Bill Posting'.

Display of Items on a Footpath

The Town of Vincent Local Law Relating to the Display of Items on a Footpath has been in operation for the past four years.

Over the past 12 months there have been five new applications for the Display of Items on a Footpath, although Rangers have been less active in this area than in previous years. It is intended that the Rangers will again become pro-active in ensuring that signs displayed on footpaths are licensed and appropriately positioned.



Hyde Park.

Community Policing/Security

The issue of crime prevention and safety and security consistently emerges as one of the areas of most concern in the community. It has been identified, however, that no one agency should tackle this issue alone – it must be an integrated approach, identifying what the issues are and which primary agency is most appropriately placed to address these issues. No one solution is necessarily appropriate and it has been found that, to effectively deal with an issue, multi-faceted strategies need to be developed.

The Town has signed a Partnership Agreement with the State Government to progress appropriate solutions and to develop effective strategies to deal with identified problems. The Town continues to establish and maintain strong and effective partnerships with a number of government and non-government agencies and other local authorities, and it is through this network that the Town is able to provide a holistic and relevant response to issues of community safety.

Street 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. To respond to this issue the Town entered into a partnership with the WA Police Service. The Perth Prostitution Team continues to deal specifically with the issue of street prostitution, and maintains a line of communication with the community, Police and Council. The introduction of "Move-on Notices", enabling Police to require offenders to leave the area, has proved to be effective.

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 pay attention to parks, rights of way and other public places. This is carried out in liaison with the Police Service to ensure that, where possible, police officers are available to provide the necessary assistance. In many cases this Ranger presence has reduced the incidence of antisocial behaviour and is improving the amenity of the surrounding areas.

The Safer Vincent Co-ordinator is active in developing strategies and initiatives and continues to promote existing programmes that have proved to be effective, such as 'Tradersafe', 'BackpackSafe' and 'Look, Lock and Leave'. Both the state and federal government tourism ministers have shown an interest in further developing the 'BackpackSafe' concept into a Western Australian or national programme.

In 2003-2004 the Town completed the grant-funded 'Safe Steps' programme, to provide a safety programme for primary school children. The aim of 'Safe Steps' was to reinforce the protective behaviours and safety message for years 3 and 4 children. During the 2003-2004 year, students at Mount Hawthorn and Highgate Primary Schools worked with the Central Metropolitan District's Crime Prevention and Diversity Officer learning about personal safety, crime prevention and security. A number of safety messages were developed from the project, with 30 messages being painted on to tiles which were then installed on footpaths near the schools to encourage safe activity.

A series of seminars for the African and Vietnamese communities has been run in conjunction with the Town, the Australian-Asian Association of WA Inc., the Central Metropolitan Police District Crime Prevention and Diversity Office and the Fire and Emergency Services Authority of WA. The seminars explored the topic of personal safety and safety within the home.

In addition, the Town has developed several programmes relating specifically to:

- seniors
- Italian, African, Vietnamese and the Indigenous communities
- syringe disposal
- business safety awareness.



Splashdance at Beatty Park

Strategic partnerships have been developed and strengthened through the active involvement in a number of committees including:

- Constable Care
 - Nyoongar Patrol Advisory Committee*
 - Citysafe, Sex Workers Advisory Group
 - Needle and Syringe Advisory Group
 - Western Suburbs Community Safety Co-ordinators Meetings
 - Central Metropolitan Police Integration Committee.
- * ***The City of Perth withdrew funding from the Nyoongar Patrol in June 2005, but the co-ordination of the service has been taken over by the Department of Indigenous Affairs and it is expected that the service to the Town will not be affected. The Town signed a Memorandum of Understanding with the Nyoongar Patrol during the 2004-2005 financial year, which provides for more extensive reporting and liaison requirements.***

In addition, a process has been established to streamline communications between agencies to offer a more efficient service to the community.

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 Ranger Services and Community Safety Section received 14 after-hours complaints. All were dealt with by the Rangers who obtained compliance in each case.

Abandoned Vehicles

During 2004-2005, 231 abandoned vehicles were investigated, resulting in 34 being towed away and 197 being removed by the owners.

Bush Fire Hazard

Seventy-nine fire hazard complaints were received during the year, two of which required the issue of an infringement notice. In three cases the Council had to employ a contractor to cut and remove the ground fuel from the blocks. Recoverable works orders were issued to recoup the costs.

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, 371 syringes/needles were 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, with the Emergency Operations Centre for this unit 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 81 occasions over the 12 month period, most recently when a major storm swept through the metropolitan area causing extensive damage to roofs and properties throughout the Metropolitan Area. The Unit has also provided personnel for bushland searches outside the metropolitan area and has been deployed to assist with problems in other metropolitan local government areas. The Town's Manager Ranger Services and Community Safety, Jim MacLean, is the Deputy Local Manager of the Northshore SES Unit Inc.



Robert Stephens' Local History Awards entry – photograph of his father's business in Oxford Street c1926

Library Services

Manager: Elizabeth Scott

The Town of Vincent Library provides a service that is available free of charge to all members of the community, regardless of age, sex, cultural background, disability or education. This, the 10th Annual Report of the Library will report the principal activities, developments and achievements that have occurred within the financial year ending June 2005.

Information Services

Services to the public have expanded and improved again this year, to now include:

- Free Access for members to Encyclopaedia Britannica Online, using the Town's Home Page and members' membership card barcode for access
- Electronic newsletter to members of the public containing a list of what's new
- More DVDs and music CDs, which are proving to be extremely popular
- Library stock has increased to 56,369 items. There are currently 43,455 items that have been provided by the State Government and 11,483 items that have been purchased with funds provided by the Town of Vincent
- A total of 7650 new items were acquired during the year, of which 4863 were supplied by the State Library of Western Australia (SLWA). This equates to a turnover of 10.8% of the State Library stock
- 2513 items were borrowed for our members on inter-library loan
- 3829 items were loaned to other libraries for their members
- Vincent Library Forum – staff have now identified the types of speakers that appeal to our public, so that all events are popular and well attended
- The Local History Collection now holds over 450 books, plus newspaper articles, unpublished documents, oral history transcripts and photographs.

Local Studies and History

The Local Studies and History Collection is a reference-only resource, with items stored in locked cabinets to ensure their preservation and supervised use. Most of the items in the collection are entered onto the library catalogue, making searches possible in the library or at home on the internet.

The collection contains over 450 books, reports and unpublished documents, local newspapers with 6000 clippings held in subject files. Oral history is a valuable source of local information and we now have 120 interviews with transcripts. We also have scans of almost 1700 photographs. Some interesting new additions to the collection this year have been copies of suburb subdivision maps held in the Battye Library and copies of early maps of the area held in the State Records Office.

The Local History Awards were held in September, with categories for written research, memoirs and a new section for photographs. Some very interesting photographs were received of Oxford Street in the 1920s and working life at the Golden West Drinks Company in Carr Street. *Photographic Memories* award winners were Robert Stephens, Helen and Ted Rollinson, and Michael Hatzisstavridi. Winners of the Junior Awards were Sherri Russell and Dino Kapac. Open Award winners were Robert Stephens (memoirs) and Anne Chapple (research).

The Oral History project for this year has been *Businesses of Oxford Street*. This is progressing well and interviews are expected to be completed by mid 2006.

Local History displays in the library included: subdivision maps of the various suburbs; *Men of Vincent* interviews; Local History Awards; Ten years of the Town of Vincent; Anzacs from the Leederville-Mount Hawthorn Honour Roll and Anzac Cottage; and photographs from the collection.

The Vincent Library Forum, held on the last Wednesday of each month, presented some very interesting speakers. We were lucky to secure Craig Silvey as part of his 'One Book' tour with *Rhubarb*. Other speakers were authors Estelle Blackburn, Ken Spillman and Marj Cook. Local travel agent Jim Gill entertained everyone with his Trans-Siberian Railway experiences and we finished the year with inspirational speaker Tish, a 20-year-old student, who was born without full limbs and has a very positive outlook on life.

Housebound Readers and Seniors' Services

Housebound residents of the Town of Vincent are offered a personalised service, including a delivery to their home of individually selected items. At present there are 134 individuals registered for this service, to whom 12,559 items were delivered this year. There are also seven nursing homes which receive a bulk delivery of about 40 items every month for their residents.

Housebound members are invited to attend the Vincent Library forum each month, transport included. Enjoying the morning tea which follows provides an opportunity to meet new people; some also take the opportunity to browse the shelves to see what they can find – a pleasure most of us take for granted!

This year's Seniors' Week event was incorporated into the Forum with Estelle Blackburn. All who attended spoke very highly of her talk and of her integrity – it was a most successful event.

Languages other than English

Materials in languages other than English (LOTE) are available for Library members whose first language is not English. Catering for adult literacy students and tutors is the 'Read, Write Now!' collection. Special needs can be catered for upon request. The Library is committed to supporting the International Decade of Literacy. Tutors also use the Library facilities, including the option to carry out the tutorial in the Library.

Young People's Services

The Young People's Services (YPS) Librarian has initiated a joint project with the Town of Vincent Youth Officer and Aranmore Catholic College. The 'Finding My Place' programme is funded with a Department of Education and Training grant and aims to encourage students to complete schooling through to year 12.

The YPS Librarian co-ordinated activities for children during school holiday periods and Harmony Week, with 1502 children attending. Activities included visits by author and hockey Olympian Sally Carbon, clowns, storytellers and other performers. Other activities during school holidays and Harmony Week included collaboration with Community Development and the Ethnic Child Care Resource Unit for multi-cultural events.

Twice-weekly preschool 'Storytime' sessions were attended by 3578 children and parents, including 109 children and teachers/parents from local kindergartens and childcare centres, a total 27% increase on last year's Storytime statistics. The YPS Librarian also conducted a Storytime session once per month at a Mount Hawthorn childcare centre involving an average of 35 children per visit. Storytime is a valid tool in teaching children that the library is a good place to be and that they are safe and welcome. It is also a non-threatening environment in which young children learn to socialise, and to "sit down and listen".

Children's Book Week is one of the most important events celebrated in this Library, in which the very high standard of Australian publications for young people and the importance of literature and reading is acknowledged and celebrated throughout Australia. It also serves as an opportunity to promote the role of the Library in inspiring young readers. We were fortunate to have local and national authors address children from local schools in this year's celebration. They were Rina Foti, Elaine Forestall and John Long, plus gifted storyteller Vishanti Sunderland.

The Parent's Collection has grown to 68 items, with parents advising that this is a most useful addition to other parenting aids within the Library Collection.

Information Technology

The ongoing implementation of new features and procedures using the Amlib library management software, including a successful upgrade to Amlib 4.2 has increased efficiencies in Library business.

Statistics

There has been a generally slight downward trend in statistics collected on issues, memberships and other library functions, though our readers are making more use of library services and facilities. There have been a greater number of in-person enquiries to the library staff and more queries made to the Library's catalogue.

- Issues down 4% (185,661 to 178,126)
- New memberships down 10.2% (2246 to 2015)
- Inquiries made to staff up 45% (9717 to 14,151)
- Use of Library catalogue up 23% (85,706 queries to 105,808)
- Use of the Internet in the Library up 6% (4001 users to 4253).

Health Services

Manager: Deon Brits

Health Services focuses on local community needs and expectations in relation to environmental health and building maintenance management of 64 Council-owned buildings. Services are based on a range of generic ongoing environmental health programmes and specified Council targeted projects in order to promote the health, safety and well-being of the local community and visitors to our Town. Food Safety at 321 food establishments, Immunisation, Noise Control, Notifiable Infectious Disease Control, Public Event Control, Substandard Buildings and Accommodation, Environmental Pollution, Built Asset Maintenance, *et cetera* remain essential elements of the services.

Using available resources, Health Services work in partnership with various internal and external stakeholders to enhance local public health and the general urban environment to meet reasonable community expectations and state, national and international health standards or legislation.

On 8 December 2004, two new Town of Vincent Health Local Laws were gazetted to equip Environmental Health Officers with contemporary provisions and to facilitate annual reviews of fees and charges during Council's normal budgetary processes as follows:

- Town of Vincent Health Local Law 2004; and
- Town of Vincent Health (Eating House) Local Law 2004.

PROGRAMMES

Food Safety

Food Establishment Assessments are conducted routinely (and when concerns are raised) to monitor practises, in accordance with the relevant food hygiene and safety standards. A total of 196 eating houses including restaurants, dining rooms, tearooms and take-away premises were licensed during the year, together with 54 alfresco dining establishments. In addition, there are a further 71 food premises that do not currently require an Eating House Licence, however still require inspection. These include 17 butchers and numerous liquor licensed premises, supermarkets and warehouses.

Microbiological and Chemical Sampling

Two hundred and fourteen samples were submitted for microbiological or chemical analysis to the Local Government Analytical Analyst or to the State Health Laboratory Food Hygiene Section (PathCentre) and the Chemistry Centre of WA. Compared with the previous financial year figure of 180 samples, this is a substantial increase. Of the 214 samples submitted, 19 were directly related to food complaints received by the Town's Environmental Health Officers. The rest were targeted samples in accordance with strategies of the Northern Food Monitoring Group (which consists of 12 Councils), and WA Food Monitoring Group Programmes (includes the Department of Health WA Principal Food Scientist). Recent sampling included: Listeria in deli Meats and slicers; microbial quality of ready-to-eat lettuce and herbs; chemical levels in bamboo shoots and imported seaweed; histamine levels in imported fish products; fish speciation survey; and microbial quality of pork pies. Sampling was representative with many local authorities participating and the majority of results being highly satisfactory. In addition, all local manufacturers were sampled to ensure targeted compliance with the Food Standards Code.

Food Recall Notifications

The Health Department of Western Australia issued 44 food recalls, 37 of which required Environmental Health Officer action to ensure the removal of the non-compliant, adulterated or incorrectly labelled food products from retail outlets.

Food Safety Training

Environmental Health Officers have continued their promotion of food safety through personal education or by using the nationally-recognised FoodSafe programme. This basic food handler training package targets all food establishments within the municipality and assists proprietors to provide food to customers that is generally safe, hygienic and of an appropriate quality. There are currently 31 FoodSafe accredited premises within the Town which are audited periodically, including a school canteen, nursing homes, meals on wheels, childcare centres, restaurants and various other food service establishments.

Accommodation Control – Lodging Houses and Substandard Buildings

Accommodation facilities including general dwellings, 21 lodging houses, hotels and motels are required to provide and maintain adequate standards of hygiene and safety. Health Services' focus is directed towards ensuring that buildings are initially designed or upgraded to a standard that encourages the facility to be appropriately maintained and operated, in a manner that protects the health and safety of its patrons and surrounding properties.

Substandard buildings were investigated upon receiving service requests throughout the year. There are currently 45 properties listed on the Substandard Property Register which are regularly monitored.

Water Quality Control

Regular routine microbiological, physical and chemical testing of public swimming pools in accordance with the Health (Swimming Pool) Regulations 1964 were undertaken. A total of 176 samples were submitted, with the vast majority of samples meeting the required microbiological and chemical standards. Non-compliances were addressed as a priority with the required remedial action taken as requested.

Infectious and Notifiable Disease Control

In 2004-2005 the Health Department of Western Australia requested the Town's Health Services to investigate the following notifiable cases of infectious disease:

| | | | |
|-------------------|---|-------------|---|
| Salmonellosis | 1 | Listeriosis | 2 |
| Cryptosporidiosis | 1 | Shigellosis | 1 |

- A total of five notifiable diseases were reported, which is a reduction from the eight reported in the previous financial year.
- Immunisation was provided to 256 children who attended the Town's four child health clinics. Seventy-four staff members were also immunised against influenza, an increase of 15 staff members from the previous financial year.

Alfresco Dining

The Town's existing 54 premises were inspected for compliance with the Alfresco Dining Policy the past financial year. Non-compliances were addressed and upon establishing an ongoing problem at a particular premises remedial action will be taken commensurate with the non-compliance and may include non-renewal of a licence. All existing premises were retro-fitted with brass plates on the Council footpath to delineate the approved area. This has assisted in reducing the number of complaints relating to footpath obstruction.

Environmental Health Service Requests

Health Services provide information to ratepayers and potential purchasers of a premises, and follow up general complaints or enquiries on their behalf. The following service requests are indicative of activities undertaken during the 2004-2005 financial year:

- 1110 property enquiries
- Around 1520 general requests relating to poor accommodation, overgrown vegetation, vermin, alleged food poisoning, food quality complaints, smoky chimneys, discarded needles and odour complaints
- 220 rodent bait and information packs were issued and around 400 enquiries for information relating to rodents and their eradication were received.

Public Buildings

Health Services undertook assessments of Public Buildings, including late night inspections, in accordance with the Health (Public Buildings) Regulations 1992.

Environmental Noise Control

Alleged unreasonable noise and sound disturbances continue to be a significant source of complaints, particularly from residents in high-density settings. Subsequently, Health Services often meet with both parties to resolve matters and impose various noise control measures including Noise-Specific Building Conditions, time restrictions, requiring Noise Management Plans and, if justified, the issuing of Noise Abatement Directions, Warning Letters, and Infringement Notices to minimise/deter the occurrence. Health Services actioned 179 formally lodged noise complaints and around 200 other noise queries/complaints during the year. The majority of noise complaints were related to air-conditioner noise, building construction noise and amplified music. A noticeable increase in air-conditioner noise complaints were again observed during this financial year. The majority of complaints were resolved by personal approach, oral and written directions, and mediation. Health Services have also issued 11 notices to premises requiring noisy air-conditioner/compressor units to be relocated or attenuated. Compliance with all 11 notices has been achieved.

Health Promotion

During the past year health promotion has been provided to employees, residents and proprietors, and involved the following issues:

- Women and Men's Preventative Health Information
- Organ Donor Awareness Week
- Free Monthly Sporting Events for staff
- Healthy Lifestyle Tips & Monthly well@work Newsletter
- Red Nose Day
- Food Safety Tips for Christmas
- Walk to Work Day
- Diabetes Awareness Week
- Quit Week.

Furthermore, the Town's Health Services website has been updated with new Health Fact Sheets on topics such as Food Safety, Noise Control, Smoky Chimneys, Food Premises Construction Guidelines, Bee Keeping Guidelines, Mosquitoes & Midges Control Guidelines, European Wasps Information and more.

Needle and Syringe Programmes, including the Discarded Needle Collection Service, are successful public health strategies 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. The collection of 27 rigid sharps containers strategically located throughout the Town was continued and is increasingly successful at reducing inappropriately discarded syringes.

Pest Control

Rodents bait was issued to 220 premises in the Town. Numerous enquiries were also received and subsequently fact sheets on the control of vermin were issued to residents.

Special Events and Temporary Food Stalls

Environmental Health Officers inspected and issued 56 permits to all food vendors servicing public events, fairs and festivals.

Capital Works and Specified Building Maintenance Programmes

- One full-time Property Maintenance Officer is responsible for undertaking selected Capital, Specific, and General Building Maintenance works at 64 Council-owned properties. Repair/upgrade works were identified from regular building maintenance inspections, Council priorities and service requests.



Vincent Vision 2024 Workshop. Photograph by Mark Fletcher. Courtesy *The Perth Voice*



Mount Hawthorn Junior Primary School children at Harmony Week

Planning, Building and Heritage Services

Manager: Des Abel

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

Planning and Heritage Services

Development Activity

A total of 545 Planning Specific Applications were determined during the year.

The Planning Applications comprised the following:

- 410 development applications not involving demolition
- 46 change of land use applications
- 24 new home occupations
- 4 renewal home occupations
- 22 applications for demolition only of existing buildings
- 39 applications for demolition of existing buildings including redevelopment.

Development Reviews

Where Council exercised discretionary power under the Town Planning Scheme, its decisions were subject to a right of review by applicants to the State Administrative Tribunal.

Thirteen review applications were lodged against decisions of Council – three were dismissed, one withdrawn, two allowed and seven pending determination.

Town Planning and Development Act Written Directions

Written directions were served for unauthorised uses and works on seven separate properties under the provisions of the Town Planning and Development Act and the Town's Town Planning Scheme. One written direction was complied with and the remaining six are pending.

Building Services

Building Activity

A total of 484 Building Applications were determined during the year.

The Building Applications comprised the following components:

- 346 Building Licences
- 58 Demolition Licences
- 28 Sign Licences
- 26 Swimming Pool Licences
- 26 Strata Certificates

Total value of approved constructions was \$61,413,481.

Building Reviews

This year no review applications 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).

Ten notices were served on unauthorised construction of structures – one was complied with, six were the subject of a review application to the State Administrative Tribunal and three are pending resolution.

No notices were served on variation from the approved plans of the Building Licence.

Of the six notices that were the subject of a review application to the State Administrative Tribunal, two were allowed and four are pending.

Technical Services

Executive Manager: Rick Lotznicher

Co-ordinator Engineering Services: Con Economo

Engineering Services (Construction and Maintenance/Waste Management)

This section is responsible for the construction and maintenance of the Town's infrastructure including roads, footpaths, drainage, rights of way (ROWs) car parks and streetscapes. The section is also responsible for the collection of household refuse from residential and commercial properties throughout the Town, and street and precinct cleaning.

CAPITAL WORKS IMPLEMENTED DURING 2004-2005 INCLUDED:

Footpath Slab Replacement

During the 2004-2005 financial year a total of \$350,000 was expended on the replacement of existing slab footpaths. Year eight of the slab replacement programme resulted in approximately 6km of paths being replaced with either cast in-situ concrete or brick paving throughout the Town.

Road Resurfacing and Rehabilitation

An additional \$420,000 was allocated for road resurfacing and rehabilitation of the Town's roads as part of Town's ongoing road upgrading programme. Several higher order roads were also upgraded as part of the programme, where the Council contributed one-third with the State Government contributing the remaining two-thirds of the cost. The higher order roads upgraded included:

- Green Street – Dunedin Street to Scarborough Beach Road
- Walcott Street – Hill Street to Redfern Street.

Federal Roads to Recovery Projects

In 2004-2005 approximately \$164,000 of Federal 'Roads to Recovery' funding was used to upgrade the following roads:

- Money Street
- Leake Street
- Stuart Street
- Barnett Street
- Kadina Street.

The Roads to Recovery programme was due to cease in 2004-2005 however the Federal Government has extended the programme for another five years commencing in July 2005.

Rights of Way (ROWs)

In accordance with Council's adopted programme, a further seven Town-owned ROWs were upgraded to a paved and drained standard at a total cost of approximately \$300,000. In addition the Town upgraded several ROWs for private developers and carried out maintenance works as required on a number of other unsealed ROWs.

Other Capital works

A large number of other significant projects were constructed by the Town's day labour force during the 2004-2005 financial year including approximately \$140,000 of recoverable works for private developers and public utility authorities.

GENERAL MAINTENANCE WORKS:

In excess of \$400,000 was expended on the ongoing maintenance and repairs of footpaths, roads, drainage and ROWs. In addition, the installation of crossovers and installation of new and replacement street/parking signage and road line marking was undertaken.

Waste Management

Refuse and Recycling Collection

In excess of \$1 million was spent on residential and commercial refuse, recycling and bulk verge collections during 2004-2005. The percentage breakdown of materials collected during this period is outlined in Figure 1.

General Refuse Collection

A weekly residential refuse collection service is provided to the Town's residents with some units and flats being collected two or even three times a week to minimise the number of mobile garbage bins (MGBs) required.

The Town's Waste Management Service collected and disposed of approximately 13,040 tonnes of refuse in 2004-2005 as shown in Figure 2.

Recycling Collection

A fortnightly kerbside recycling collection service, incorporating 50L crates for residential properties and 240L MGBs for commercial properties, was provided during this period. The Town supplies the recycling crates and MGBs and they are collected by a private contractor. Recyclable items include:

- glass jars and bottles (lids removed)
- aluminium cans and clean foil and trays
- steel cans
- milk and juice cartons (clean)
- paper products (newspaper and cardboard)
- plastics (lids removed).

The Town's recycling service collected 2385 tonnes during the year with the breakdown of materials collected outlined in Figure 3.

Bulk Verge Collections

The Town carried out two Greens and one General Junk bulk verge collection during the year.

During this period approximately 612 tonnes of recyclable materials were collected, with only 430 tonnes of general junk going to landfill, as outlined in Figure 4.

Figure 1. Waste Management

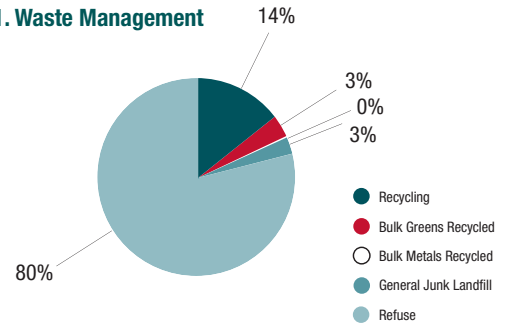


Figure 2. Tipping Weights

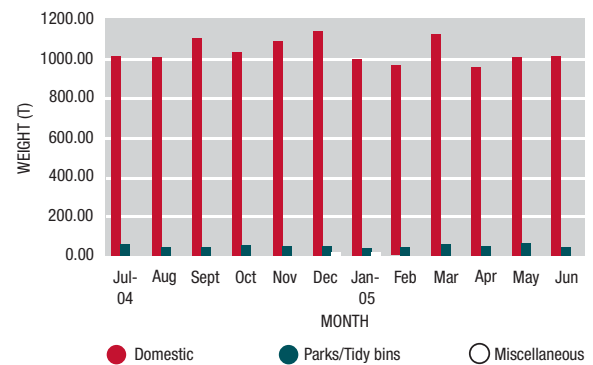


Figure 3. Recycling Collection Weights

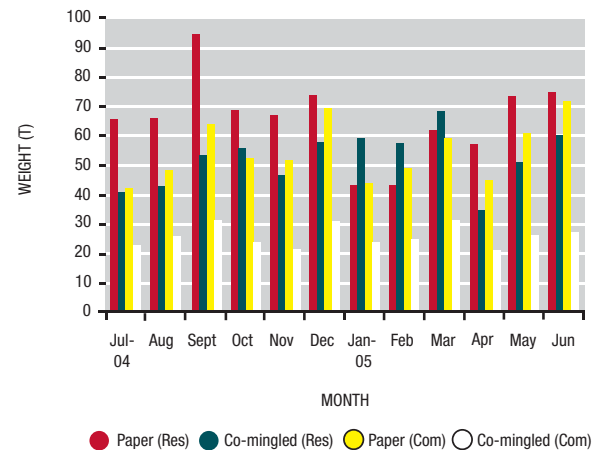
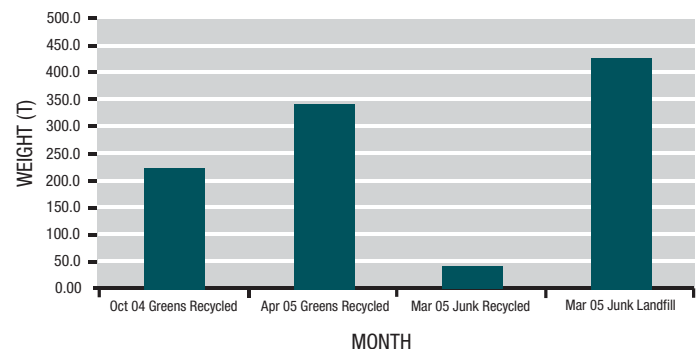


Figure 4. Bulk Verge Collections



Worm Farms and Compost Bins

The development of a comprehensive Waste Management Strategy is currently on hold pending the outcome of the Mindarie Regional Council's Resource Recovery Facility plans for the region. Once this has been determined the method of collection and disposal of waste in the Town will be further progressed.

However, other initiatives which will form part of the overall strategy including the promotion of home composting such as 'worm farms' and the use of home composting bins are currently in place and the Council subsidises the cost of worm farms and compost bins to the Town's residents.

Home composting bins are currently available to the Town's residents for \$45 per bin.

Worm farm workshops are planned in 2005-2006.

Mindarie Regional Council

The Town of Vincent and six other metropolitan local governments comprise the Mindarie Regional Council (MRC). The MRC is committed to reducing the amount of waste to landfill and has resolved to build a Resource Recovery Facility (RRF) to reduce the size of any future landfill at the existing landfill site located at Tamala Park and to dramatically increase the volume of materials recycled.

The MRC plans to introduce the above RRF in stages, commencing in 2007. The nature of the RRF has yet to be determined, however, investigations are currently in progress and, once the facility is established, a new recycling system may be introduced in the Town.

In the 2004-2005 year alone, the Town's residents sent approximately 13,040 tonnes of refuse to landfill and recycled 2385 tonnes of material which would otherwise have also gone to landfill. The new MRC initiatives aim to reverse this trend in the long term.

Engineering Design Services

Manager: Craig Wilson

The Engineering Design Services team is responsible for the development and implementation of the Town's infrastructure upgrade programmes including roads, footpaths, drainage, rights of way, underground power, street lighting, signage and street furniture. The section also provides design and survey services for the Town's Engineering and Parks Services sections.

CAPITAL WORKS DESIGNED AND IMPLEMENTED DURING 2004-2005

Cycling and Universal Access Improvements

In the financial year 2004-2005 the Town spent \$22,000 on Local Bicycle Network and Universal Access improvement projects. A majority of the works consisted of the installation of new pedestrian ramps and tactile ground indicators in keeping with the Town's Disability Access and Inclusion Plan, as well as new bicycle parking facilities at various locations throughout the Town.

Road Rehabilitation (State/Local Government funded road works)

Two major road upgrading projects were carried out which were jointly funded by Main Roads WA, the City of Stirling and the Town. The value of these projects was in the order of \$420,000, with the works comprising new kerbing, drainage improvements, profiling of the existing pavement surface and applying a new asphalt overlay:

Among the projects were:

- Walcott Street, North Perth/Menora (Hill Street to Redfern Street)*
- Green Street, Mount Hawthorn (Dunedin Street to Scarborough Beach Road).**

* Co-funded by the City of Stirling as Walcott Street is a boundary road.

** West-bound lanes and median strip only resurfaced as City of Stirling resurfaced the east-bound lanes in the late 1990s.

Streetscape Improvements

The value of these projects was approximately \$410,000, with the works, where appropriate, linked to the road resurfacing and footpath upgrade programmes to maximise the benefits to the community. Other design elements included new street trees and furniture, pedestrian crossing facilities, traffic calming measures and upgraded street lighting. Amongst the projects were:

- Fitzgerald Street, North Perth, Angove Street to Raglan Road (scheduled for completion August 2005) – partial undergrounding of the power, new street lighting, banner poles, extensive planting of trees and shrubs in the central median and along verges and pedestrian safety fencing
- Oxford Street, Leederville, Galway Street to Anzac Road (eastern side) – stage 3 of 3, relocate bus stops, upgraded footpaths, infill verge paving and additional street trees
- Brisbane Street, Perth, Beaufort Street to William Street – new kerbing, brick paved footpaths, street furniture and trees with pedestrian access and safety improvements at the intersection of William Street undertaken in conjunction with Main Roads WA
- Newcastle Street, Perth, Harwood Place to Fitzgerald Street (northern or Town side) – stage 1 of 2, new kerbing, brick paved footpaths and additional street trees
- Forrest Street, North Perth, William Street to Fitzgerald Street – installation of soft and hard landscaping in conjunction with traffic calming measures
- Hobart Street, North Perth, Charles Street to London Street – soft and hard landscaping improvements in conjunction with traffic calming measures.

Another significant project commenced in 2004-2005 and due for completion in the latter part of 2005 is:

- Vincent Street streetscape enhancement, Leederville – linking the new Department of Sport and Recreation office building to the Town's Administration and Civic Centre and undertaken in conjunction with Leederville Oval Public Open Space Stage 1. Limestone retaining walls, incorporating a Vincent Vision 2024 children's interpretative art project, new kerbing and footpath paving with a red asphalt shared path leading to the oval outer, new perimeter fencing, lighting, reticulation and extensive native landscaping.

Drainage

As well as the aforementioned drainage improvement works undertaken as part of the Road Rehabilitation Programme, the Town also completed various small to medium drainage projects addressing problem areas and specifically targeting road low points where localised flooding has occurred in the past. Further, prior to resurfacing any local access roads, existing drainage structures were assessed and upgraded as required. The value of these projects was approximately \$60,000.

During the course of year the Town also implemented a drainage system upgrade at the intersection of Scarborough Beach Road and Federation Street, Mount Hawthorn. The works, to the value of \$25,000, and undertaken by contract, were required to eliminate localised flooding along Scarborough Beach Road.

Design Services also commenced the design, documentation and tender process for the proposed Green and Dunedin Streets drainage upgrade project in the latter part of 2004-2005. The \$250,000 project, to be done under contract and partly funded by the City of Stirling, is to eliminate localised flooding at the intersection of Green and Dunedin Streets, and should be completed by September 2005.

Car Parking

Approximately \$175,000 was spent on the construction of new, and improvements to existing, parking facilities within the Town, including projects identified in the Town's 2002 Parking Strategy:

- Fitzgerald Street car park, Perth – resurfaced with new lighting, line-marking and signage installed with associated circulation and access improvements
- Leederville Oval car park – upgrade, undertaken in conjunction with construction of the Department of Sport and Recreation office building, resurfacing, line-marking, signage and lighting

- Robertson Park car park – upgrade, undertaken as part of the Robertson Park Redevelopment Project, the car park was reconfigured to increase capacity and resurfaced with new line-marking, signage and lighting
- Beatty Park Reserve/Farr Avenue car park – new lighting installed
- Completed as part of the 2004-2005 car park resurfacing programme:
 - Flinders Street car park
 - Coogee Street car park
 - Pansy Street car park.
- Intersection of Lawley and Fitzgerald Streets, West Perth – installation of pedestrian refuge island to improve pedestrian safety, reinforce the stop control, improve traffic management and create additional parking spaces
- Anzac Road, Mount Hawthorn, Egina Street to Buxton Street – installation of traffic calming measures and improved intersection sight distances in Anzac Road and with a pedestrian refuge island installed in Federation Street.

Other Programmes

Finalisation of the Town's *Distributor Road Streetlight Upgrading Programme* with the installation of new and enhanced street lighting in Fitzgerald Street, through the North Perth Centre Precinct, between Raglan Road and Angove Street. The programme, undertaken over the past seven years, has seen the level of street lighting on 24 of the Town's major roads significantly improved as a road safety and pedestrian security initiative.

Annual streetlight audit and installation programme. As in previous years the Town's Officers undertook a streetlight audit in July-August 2004 to determine the percentage of streetlights in working order, to assess the adequacy of the lighting and to make recommendations on installing additional lighting where appropriate. In all 3074 street lights were identified, an increase of 62 units over the previous year, and their locations logged, of which some 106 (or 3.4%) were not working and subsequently reported to Western Power for repair. The 2003-2004 audit identified 3012 streetlights of which 143 or 4.7% were not working indicating that the level of services had marginally improved over the 12 month period.

The cost of the additional street lighting installed, excluding those installed in Fitzgerald Street, was \$28,000. A majority of the new lights were installed as a direct result of residents' and businesses' requests or to eliminate dark areas as identified in the audit.

Further, as also identified in the Parking Strategy, new, easier to read, distinctive signage is being progressively introduced into the Town's public car parks.

Traffic Management and Safety

Various traffic management projects were completed during the course of the year ranging from small localised enhancement works to more significant projects. The value of these works was in the order of \$135,000, including the following:

- Intersection of William and Brisbane Streets, Perth – relocation of traffic signals and the installation of new ramps and dedicated pedestrian crossing phases, undertaken in conjunction with Main Roads WA and as part of the aforementioned Brisbane Street Upgrade project
- Intersection of Alma Road and Leake Street, North Perth – installation of pedestrian refuge islands in Alma Road to improve pedestrian safety, reinforce the stop control and better manage traffic through the intersection
- The off-set intersection of Brentham and Flinders Streets with Anzac Road, Mount Hawthorn – installation of pedestrian refuge islands on approach to Anzac Road to improve pedestrian safety and traffic movements through the intersection

'Power Watch' security lights. Power Watch security lights were installed in various locations throughout the Town in response to residents' concerns about security in areas that could not be adequately illuminated, despite improvements in the level of the adjacent street lighting. The cost of this programme in 2004-2005 was approximately \$6,000.

Bus Shelter Grants Scheme. The Town again participated in the Public Transport Authority's grants scheme to co-fund the installation of new bus shelters. In all, four new shelters were installed in 2004-2005, bringing the total number installed under the scheme to 12, with a further four to follow in each subsequent year for the life of the programme. In 2004-2005 shelters were installed in Newcastle and Vincent Streets, Leederville; William Street, Highgate and Bulwer Street, Perth, and are fully compliant with disability access requirements.

Major Projects

In the past year, Design Services has played an integral part in the design and documentation of several major projects to be undertaken by the Town in the near future.

State Underground Power Programme

In July 2003 the Deputy Premier and then Energy Minister, the Hon. Eric Ripper MLA, announced that the Town had been successful in securing a Major Residential Project in round three of the State Underground Power Programme. The nominated area was designated the 'Highgate East Project' and involves undergrounding power to some 800 properties in the Highgate, Mount Lawley and East Perth areas.

While preliminary approval is only the initial stage, a significant amount of work and resources have already been committed to the project. When the project is completed in late 2006, the total value of the works will be in excess of \$5.5 million.

William Street Upgrade Project

The long-awaited William Street Upgrade Project is scheduled to commence in 2005-2006. To date, Engineering Design Services has completed preliminary survey and design work. Further, there have been significant discussions with the East Perth Redevelopment Authority and the City of Perth as to the future of William Street and potential impact of these plans upon the Town's scope of works.

Because of the importance of William Street to the Town as both a social and economic hub, and in its capacity as a primary entry point and public transport route in to the city, it is anticipated that once a concept has been agreed it will enable a design to be developed for consideration by Council and the public. The proposed upgrade will include underground power, new decorative street lighting, paving, landscaping, street furniture and art.

Parks Services

Manager: Jeremy van den Bok

The grounds maintenance of 104 hectares of public open space, numerous road reserves, car parks, unsealed right of ways and in excess of 10,000 street trees is undertaken by a very committed 'in house' and contract workforce within the Parks Services Section.

Other responsibilities include co-ordinating the Town's Graffiti Removal Service and maintenance and replacement of the Town's light vehicle fleet.

CAPITAL WORKS IMPLEMENTED DURING 2004-2005

Park Redevelopment

Robertson Park redevelopment was completed during 2004/05 after many years of research and consultation. The project also included the construction of a seasonal wetland fed by stormwater drains. Local native plants were planted around the wetland as part of National Tree Day in July 2004 and existing exotic tree species within the park retained and incorporated into the overall park design which is predominantly native. The park now boasts many features and is used extensively throughout the week for various recreational pursuits.

The redevelopment of Loton Park was also completed through the year, which involved the planting of trees and shrubs around the Lord and Brewer Street frontages. In May/June 2005 the redevelopment of the Public Open Space at Leederville Oval along Vincent Street commenced and upon completion will significantly enhance the street frontage and oval surrounds.

Conservation / Restoration Projects

Two projects that commenced during the 2004/05 year and are likely to be staged over the next few years are the Restoration of the Foreshore at Banks Reserve and the Restoration of Hyde Park Lakes.

A private consultant was engaged to produce plans for the Banks Reserve Fore shore Restoration and these will be submitted to the Swan River Trust for approval in the forthcoming months. Due to the potential for acid sulphate soils in the area, an Environmental Assessment was required and is currently being undertaken at a total cost of \$64,000. The entire funding for the assessment was provided by the Swan River Trust.

A Hyde Park Lakes Restoration Working Group has been set up and is currently meeting on a regular basis to assess the problems/values and constraints concerning the lakes environment at Hyde Park. Further research is required before options are approved by the Council and advertised for public comment.

Other capital works completed during the year were as follows:

| Park/Reserve | Item |
|----------------------------|--|
| • Ellesmere Street Reserve | Replacement of automatic reticulation |
| • Edinboro Street Reserve | New bore/pump |
| • Stuart Street Reserve | Replace pump electrical cubicle |
| • Jack Marks Reserve | Playground fencing |
| • Kyilla Park | Refurbish Cricket Nets |
| • Les Lilleyman Reserve | Upgrade of playground pit/equipment |
| • Woodville Reserve | Upgrade of playground pit/equipment |
| • Beatty Park | Replace cricket wicket / synthetic covers |
| • Les Lilleyman Reserve | Installation of training lights |
| • Hyde Park | Heritage plaque replacement |
| • D.S.R. Building | Landscaping of building / car park surrounds |

OPERATIONS – MAINTENANCE

Street Trees

The Town has approximately 10,000 street trees of which 5000 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 located under powerlines will be crown-lifted where required and, if requested, will be thinned out and cut back off property boundaries, but generally not reduced in height.

A total of 103 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. Two hundred and eighty nine trees were planted in streets throughout the Town during 2004-2005.

Weed Pest Control/Fertiliser Applications

Weed control of footpaths/kerbs/medians was completed in October 2004 and June 2005. Properties can be exempted from spraying of the above areas by filling in an exemption form which is advertised in the local papers one month prior to the works being undertaken. Spraying of parks and reserves is limited and only undertaken where absolutely necessary. Generally, only one application of 'Spearhead', a selective herbicide, is applied in July/August to control jo-jo or onehunga.

Turf Renovation

Verti-mowing, coring and top dressing of all sportsgrounds is undertaken on an annual basis commencing in September.

Playgrounds

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

An audit of all playground equipment was completed during March 2005 and subsequently a revised playground upgrade programme will be presented to the Council for endorsement in the near future. In addition to the audit, a playground consultant has developed signage that will be installed at every playground within the Town outlining safety procedures.



Black Swans in Hyde Park

Graffiti Control

The Council has a policy of, where possible, removing all reported graffiti tags on public and private property within 24 hours.

Graffiti statistics, for the financial year are as follows:

| Suburb | Reports | Tags | Square Metres |
|--------------|-------------|---------------|---------------|
| East Perth | 107 | 991 | 351 |
| Highgate | 119 | 913 | 348 |
| Leederville | 680 | 7060 | 1973 |
| Mt Hawthorn | 780 | 4842 | 2428 |
| Mt Lawley | 409 | 2678 | 1268 |
| North Perth | 546 | 3743 | 1581 |
| Perth | 445 | 4310 | 1953 |
| West Perth | 109 | 662 | 353 |
| Total | 3195 | 25,199 | 10,256 |

Vandalism

The Town experiences acts of vandalism from time to time and costs associated with repairs and reinstatement of recreational areas/buildings and car parks for the 2004-2005 financial year are as follows:

| Suburb | 2003-2004 | 2004-2005 |
|-------------------|-----------|-----------|
| Sportsgrounds | \$19,569 | \$27,337 |
| Parks | \$29,377 | \$43,351 |
| Road Reserves | \$4089 | \$2370 |
| Car parks | \$1714 | \$1606 |
| Council Buildings | \$30,039 | \$36,426 |

As indicated above, acts of vandalism cost the Town a considerable amount of time and money and residents are encouraged to report anyone seen defacing or damaging Council property.

Garden Competition

The Town's Annual Garden Competition was conducted again in October 2004.

| | 1995 | 1996 | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 |
|----------------|------|------|------|------|------|------|------|------|------|------|
| No. of entries | 45 | 34 | 70 | 94 | 84 | 115 | 71 | 84 | 87 | 84 |

Several changes were made to the categories for the 2004 competition, including the addition of the Best "Edible" Organic Garden. With further changes being proposed for the 2005 garden competition, this annual event is likely to become even more popular with local residents.



Garden of Eden by Howard Tam. Winner (adult) of the Visions of Vincent Photographic Competition

Principal Activities Plan

The Local Government Act 1995 requires that every Local Government prepare a Principal Activities Plan for each year and to review that plan on an annual basis.

The 2004-2005 Annual Report contains information on performance measures linked to the Principal Activities Plan. The performance measures, commonly referred to as Key Performance Indicators (KPIs), have been compared to the previous year's results where applicable.

On 22 June 2004, Council adopted its reviewed Principal Activity Plan for the period 2004-2008, which identified the following major activities:

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

All of the activities included in the adopted Principal Activities Plan were undertaken during the year under review, with the exception of land disposal, where the sale of land that was identified in the Principal Activity Plan has not eventuated.

An auction was arranged for the sale of the Emmerson/Elven Street subdivision; however the Western Australian Planning Commission and Council raised concerns with the proposed design guidelines, and as a result the auction has now been postponed until the guidelines have been resolved. Council has reconsidered the block sizes and revisited the associated design guidelines. The new block sizes and design guidelines will require further approval from the WA Planning Commission.

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

An independent Customer Satisfaction Survey was carried out in November 2004. The results were most satisfactory and have been included in the Chief Executive Officer's Report.

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



Gym at Beatty Park Leisure Centre

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 | 02/03 | 03/04 | 04/05 |
|--|------------|------------|------------|
| Workload Indicators | | | |
| • Average number of residents per Elected Member | 2866 | 2866 | 2866 |
| • Size of Local Government | 10.4 sq km | 10.4 sq km | 10.4 sq km |
| • Average population per square kilometre | 2480 | 2480 | 2480 |
| Efficiency Indicators | | | |
| • Governance expenses as a percentage of operating expenditure | 6.02% | 5.3% | 5.19% |
| • Average governance expenses per Elected Member | \$149,550 | \$139,512 | \$148,170 |
| • Average amount of Council expenses per Elected Member | \$84,100 | \$60,234 | \$86,250 |
| Effectiveness Indicators | | | |
| • Elector rating of overall Elected Member performance | N/A | N/A | N/A |
| • Voter participation at Elections | 37.09% | N/A | 33.72% |
| • Number of Elector initiated Elector Meetings | Nil | Nil | Nil |
| • Number of complaints received | 5 | Nil | Nil |

Governance

| STATISTICAL INFORMATION | 02/03 | 03/04 | 04/05 |
|---|-----------|-----------|-----------|
| • Governance as a percentage of operating expenditure | 6.02% | 5.3% | 5.19% |
| • Average governance expenditure per Elected Member – total governance* | \$149,550 | \$139,512 | \$148,170 |
| • Members of Council only | \$84,100 | \$60,234 | \$86,250 |

*Governance costs are categorised and listed in the Annual Budget and Financial Statements and refer to costs relating to members of Council and other governance expenses which include management costs, customer service, telephone, catering, audit costs, staff costs, stationery, functions/receptions, travel, conferences, elected member allowances, sitting fees, donations, consultants and public relations.

Decisions of Council – Statistical Information

| Item | 02/03 | % | 03/04 | % | 04/05 | % |
|-----------------------------------|----------------------|-------|----------------------|-------|----------------------|--------|
| Items Considered | 787 | - | 769 | - | 840 | - |
| Recommendations Adopted | 504 | 64.04 | 489 | 63.5 | 614 | 73.09 |
| Recommendations Amended | 184 | 23.52 | 199 | 25.9 | 163 | 19.40% |
| Items Lost | 38 | 4.8% | 33 | 4.29% | 14 | 1.6% |
| Items Deferred | 50 | 6.35 | 47 | 6.2 | 48 | 5.71 |
| Items 'Laid on Table' | 11 | 1.39 | 1 | 0.1 | 1 | 0.1% |
| Items Carried En Bloc | 301 | 40.4 | 282 | 36.7 | 348 | 41.42% |
| Notices of Motion | 40 | - | 30 | - | 10 | - |
| Average Public Attendance | 29 | - | 28 | - | 23 | - |
| Average Public Questions/Speakers | 13 | - | 13 | - | 11 | - |
| Average Meeting Time | 3 Hours & 24 Minutes | | 2 Hours & 52 Minutes | | 3 Hours & 15 Minutes | |

| Elector Initiated Meetings | 01/02 | 02/03 | 03/04 | 04/05 |
|-----------------------------------|-------|-------|-------|-------|
| Number of Meetings | 0 | 0 | 0 | 0 |

| Complaints to the Ombudsman | 01/02 | 02/03 | 03/04 | 04/05 |
|------------------------------------|-------|-------|-------|-------|
| Number of Complaints | 5 | 1 | 1 | 3 |

| Freedom of Information Requests | 01/02 | 02/03 | 03/04 | 04/05 |
|--|-------|-------|-------|-------|
| No. of FOI Requests | 13 | 12 | 6 | 7 |

PRINCIPAL ACTIVITY – ASSET ACQUISITION AND REPLACEMENT

Activity

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

Objective

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

| KEY PERFORMANCE INDICATORS | 02/03 | 03/04 | 04/05 |
|---|-------|-------|-------|
| Effectiveness Indicators | | | |
| • Percentage of Capital Expenditure financed by external funding | 15% | 33% | 34% |
| • Percentage of Assets programmed for replacement actually replaced | 80% | 85% | 78% |
| • Ratio of Capital Expenditure to total depreciation | 62% | 24% | 68% |

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 | 02/03 | 03/04 | 04/05 |
|--|----------|----------|---------|
| Workload Indicators | | | |
| • Number of Full Time Equivalent employees in the Leisure Centre | 47 | 47 | 49 |
| • Number of recreation and leisure centre users per week | 17,309 | 16,405 | 15,480 |
| • Number of swimming pool users per week | 11,023 | 10,669 | 8732 |
| • Number of aquatic playground users per week | 1865 | N/A | N/A |
| • Number of activity users per week (swim school, circuit, aerobics, aquarobics, yoga, personal training, tiny tumbler, massage) | 1554 | 1576 | 1491 |
| Efficiency Indicators | | | |
| • Net cost of operating Leisure Centre per user | \$0.85 | \$1.17 | \$0.56 |
| • Net cost per Full Time Equivalent employee | \$16,264 | \$11,434 | \$9226 |
| • Operating cost per hour open to the public | \$143.06 | \$119.84 | \$84.61 |
| Effectiveness Indicators | | | |
| • Leisure Centre total operating hours per week | 102.75 | 102.75 | 102.36 |
| • Leisure Centre's written complaints per 1,000 capita | <0.1% | <0.1% | <0.1% |



All in the Family at Beatty Park Leisure Centre

STATISTICAL INFORMATION

| ATTENDANCE FIGURES | 02/03 | 03/04 | 04/05 |
|---------------------------------------|----------------|----------------|----------------|
| Category | | | |
| Adult Swim | 170,150 | 158,150 | 154,030 |
| Child Swim | 56,860 | 55,257 | 52,990 |
| Student Swim | 18,849 | 16,713 | 23,895 |
| Pensioner/Senior Swim | 34,907 | 34,607 | 31,580 |
| Sauna/spa/steamroom/swim | 12,925 | 14,667 | 14,305 |
| Pensioner Sauna/spa/steamroom/swim | 7590 | 17,637 | 17,310 |
| Trainer Swim | 18,609 | 19,980 | 21,550 |
| Family Swim (2 adults and 2 children) | 21,840 | 16,840 | 14,780 |
| Baby Toddler – free | 69,450 | 65,450 | 54,360 |
| Spectator | 88,715 | 81,250 | 75,340 |
| In-term Swim and VacSwim | 48,721 | 45,721 | 45,738 |
| Carnival | 28,151 | 24,256 | 23,560 |
| Special Events | - | 1459 | 1230 |
| Birthday Party participants | 3197 | 2810 | 1968 |
| Swim School - parent baby | 10,696 | 8450 | 8360 |
| Swim School - pre-school | 18,777 | 18,360 | 17,470 |
| Swim School - school age | 29,137 | 28,800 | 29,020 |
| Swim School – adult | 1689 | 1620 | 1630 |
| Swim School – one-to-one | 249 | 690 | 685 |
| Swim School - school holiday | - | 2500 | 2585 |
| Swim School - RLSS In-term | - | - | 1980 |
| Member entry | 223,645 | 200,186 | 176,000 |
| Casual Gym | 2101 | 2144 | 2420 |
| Fitness Appraisal | 1620 | 1040 | 1825 |
| 50+FIT | 1440 | 820 | 590 |
| Aerobics (not including members) | 4382 | 3263 | 4226 |
| Circuit Gym (not including members) | 2040 | 1031 | 1002 |
| Aquarobics (not including members) | 7556 | 5678 | 5635 |
| Massage | 518 | 684 | 797 |
| Personal Training | 880 | 653 | 785 |
| Yoga | 2280 | 2081 | 2355 |
| Tiny Tumblers | 83* | N/A | N/A |
| Crèche | 13,590 | 12,153 | 11,522 |
| Pilates | 1080 | 1357 | 402 |
| Meetings/Functions/Courses | - | 1760 | 1895 |
| TOTAL | 901,727 | 848,067 | 803,820 |

* Programme cancelled after 1 term

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 | 02/03 | 03/04 | 04/05 |
|---|---------|---------|---------|
| Workload Indicators | | | |
| • Number of Library loans per annum | 184,239 | 185,661 | 178,126 |
| • Total registered members | 21,471 | 15,502 | 14,162 |
| • Total number of requests per annum per member | 0.42 | 0.92 | 1.48 |
| Efficiency Indicators | | | |
| • Total number of requests satisfied | 8700 | 8517 | 8261 |
| • Total members served per staff member Full Time Equivalent | 21.73 | 15.05 | 13.74 |
| • Total book loans per staff member Full Time Equivalent | 18,648 | 18,025 | 17,293 |
| • Library operating expenditure per member | \$37.37 | \$53.64 | \$60.53 |
| Effectiveness Indicators | | | |
| • Number of Library loans per member | 8.58 | 11.79 | 12.58 |
| • Total hours per week of access | 49.5 | 52 | 52 |
| • Hours of access outside normal office hours | 12 | 12 | 12 |
| • Current membership as percentage of local government population | 49.01 | 58.8 | 54.29 |
| • Average number of users of Internet terminals per week | 68 | 70 | 82 |

STATISTICAL INFORMATION

| Item | 02/03 | 03/04 | 04/05 |
|--|-----------|-----------|-----------|
| Adult Membership | 17,670 | 12,476 | 11,942 |
| Child Membership | 3300 | 2674 | 1959 |
| Total Membership | 21,471 | 15,502 | 14,162 |
| % Residents Membership | 49.01% | 58.81% | 54.29% |
| Number of housebound readers | 147 | 73 | 133 |
| Average Monthly Transactions | 31,271 | 29,942 | 27,827 |
| Number of Library Board stock per capita | 1.21 | 1.22 | 1.22 |
| Library Board Standard | 1.25 | 1.25 | 1.25 |
| Number of items issued | 184,239 | 185,661 | 178,126 |
| Library Gross Expenditure | \$802,395 | \$831,520 | \$843,383 |
| Cost per issue | \$4.36 | \$4.47 | \$4.74 |

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 | 02/03 | 03/04 | 04/05 |
|---|----------|----------|-------------|
| Workload Indicators | | | |
| • Expenditure per property serviced by Ranger Services | \$46.48 | \$49.11 | \$36.93 |
| • Total annual complaints received per capita | 0.45 | 0.49 | 0.29 |
| • Number of reports received to which Ranger Services response is warranted | 6862 | 7571 | 7662 |
| Efficiency Indicators | | | |
| • Cost per Ranger Services Full Time Equivalent | \$80,121 | \$69,741 | -\$11,774 # |
| • Response time to reports received | 2 hours* | 2 hours* | 2 hours* |
| • Responses handled per Full Time Equivalent | 858 | 946 | 958 |
| Effectiveness Indicators | | | |
| • Percentage of rateable properties covered by Ranger Services | 100% | 100% | 100% |
| • Percentage of total reports warranting Ranger response to which response was provided | 100% | 100% | 100% |
| • Total reported complaints | 11,684 | 12,243 | 10,454 |

* Dog attacks actioned immediately

* Serious parking complaints – initial response as soon as possible

* Dependent on severity of complaint

In previous years there was a net loss from Ranger Services and Community Safety, but in 2004-2005 there was a net surplus

STATISTICAL INFORMATION

| Number of Complaints | 02/03 | 03/04 | 04/05 |
|--|-------|-------|-------|
| Litter | 217 | 324 | 421 |
| Dogs General | 251 | 251 | 253 |
| Dogs Noise | 53 | 45 | 32 |
| Dogs Attacks | 19 | 11 | 20 |
| Bush Fire/Burn off | 12 | 85 | 53 |
| No of Infringement Notices Issued | | | |
| Dog Act | 74 | 57 | 54 |
| Litter Act | 68 | 44 | 84 |
| Number of dogs impounded | 177 | 177 | 145 |
| Number of dogs claimed | 114 | 120 | 120 |
| Number of dogs sold | 9 | 10 | 10 |
| Number of dogs euthanised | 54 | 47 | 15 |

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 | 02/03 | 03/04 | 04/05 |
|--|---------|--------|--------|
| Workload Indicators | | | |
| • Parking revenue as a percentage of overall revenue | 5.58% | 4.62% | 8.23% |
| • Total number of infringements issued per annum | 13,656 | 13,764 | 12,770 |
| • Total number of infringements issued per capita | 0.53 | 0.49 | 0.68 |
| Efficiency Indicators | | | |
| • Number of infringements issued per Full Time Equivalent (FTE) | 1721 | 1782 | 2237 |
| Effectiveness Indicators | | | |
| • Percentage of revenue over total expenditure for car parks and parking control | 108.47% | 99.82% | 152% |
| • Number of complaints received for Ranger Services regarding parking in the Town of Vincent | 5792 | 6481 | 6883 |
| • Number of complaints received for parking control service | 4 | 2 | 2 |

see statistical information

STATISTICAL INFORMATION

| | 02/03 | 03/04 | 04/05 |
|---|-------------|-------------|-------------|
| Number of Complaints | | | |
| Parking | 1504 | 1738 | 1463* |
| Number of Infringement Notices Issued | | | |
| Parking | 13,764 | 12,770 | 17,896 |
| Types of Infringement/Notice | | | |
| Failure display ticket | 3571 | 4321 | 8867 |
| Stop longer than allowed | 4067 | 3833 | 3862 |
| Stopping in a No Stopping Area | 722 | 809 | 657 |
| Stopping on footpath | 180 | 186 | 152 |
| Stopping on Clearway | 71 | 772 | 1083 |
| Not headed in traffic direction | 344 | 350 | 309 |
| No Parking – Restricted period | 249 | 80 | 20 |
| Unlawful private property | 269 | 275 | 209 |
| Other | 94 | 671 | 40 |
| No parking any time | 634 | 33 | 75 |
| Not wholly in M/Stall | 40 | 165 | 252 |
| Stopping on the verge | 57 | 59 | 153 |
| Stopping in a Taxi/Bus Stand | 204 | 179 | 249 |
| Causing obstruction | 42 | 50 | 35 |
| Parking in a Disabled Bay | 71 | 24 | 27 |
| Stop in a Loading Zone | 212 | 125 | 108 |
| Stop particular Class | 2175 | 804 | 1756 |
| Park in excess of 24 hours | 67 | 34 | 34 |
| Number of Full Time Employees | 8 | 8 | 8 |
| Number of Infringements Issued per FTE | 1721 | 1596 | 2237 |

** Because the section now uses the CARS System for reporting the "Complaints about the way the service is provided", figures which were previously used to report this are no longer recorded in the way they were in past years. These complaints are not about the service itself, but about the method used to provide it. As a result, there appears to have been a reduction in this area.*

PARKING REVENUE COMPARISON 2002-2005

| INSPECTORIAL CONTROL | 02/03 | 03/04 | 04/05 |
|-----------------------------|----------------|----------------|----------------|
| Modified Penalties | 531,818 | 639,470 | 947,765 |
| Court Imposed Penalties | 4729 | 16,715 | N/A |
| Sale of Parking Signs | 500 | 793 | 555 |
| Other Revenue | 3038 | 1450 | 2653 |
| TOTAL | 540,085 | 658,428 | 950,973 |

| CAR PARKS | 02/03 | 03/04 | 04/05 |
|------------------|----------------|----------------|----------------|
| Frame Court | 282,320 | 294,931 | 383,568 |
| Brisbane Street | 41,648 | 49,905 | 100,582 |
| Raglan Road | 7612 | 6541 | 13,365 |
| The Avenue | 134,289 | 179,913 | 294,416 |
| Chelmsford Road | 4740 | 3634 | 22,642 |
| The Stadium | N/A | N/A | 14,130 |
| Barlee Street | 15,167 | 12,740 | 18,772 |
| TOTAL | 485,776 | 547,663 | 847,475 |

| KERBSIDE PARKING | 02/03 | 03/04 | 04/05 |
|--|------------------|------------------|------------------|
| William, Stuart, Pier, Newcastle Streets | 96,860 | 82,515 | 146,447 |
| PARKING REVENUE TOTAL | 1,122,721 | 1,288,606 | 1,944,895 |



Locals try out a climbing wall during Active Vincent Day

PRINCIPAL ACTIVITY – TOWN PLANNING AND DEVELOPMENT CONTROL

Activity

To provide for the orderly and proper land use and development in the Town by providing 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.

| KEY PERFORMANCE INDICATORS | 02/03 | 03/04 | 04/05 |
|--|---------|---------|---------|
| Comparative Indicators | | | |
| • Net planning and regulatory costs per capita | \$40 | \$38 | \$26 |
| • Number of planning related applications determined through the year | 563 | 672 | 605 |
| • Development applications | 404 | 532 | 471 |
| • Survey strata title applications | 49 | 52 | 32 |
| • Subdivision referrals | 53 | 40 | 28 |
| • Change of land use applications | 35 | 24 | 46 |
| • Home occupation applications | 21 | 24 | 28 |
| • Requests for Town Planning Scheme amendments | 1 | 0 | 0 |
| Efficiency Indicators | | | |
| • Percentage of planning related applications determined under delegated authority | 38% | 64% | 57% |
| • Development applications | 40% | 60% | 56% |
| • Survey strata title applications | 90% | 85% | 84% |
| • Subdivision referrals | 85% | 90% | 82% |
| • Change of land use applications | 23% | 29% | 24% |
| • Home occupation applications | 94% | 88% | 96% |
| • Average net cost of processing planning related applications | \$2235 | \$1400 | \$1109 |
| • Average planning related application processing time | 44 days | 45 days | 60 days |
| • Development applications | 56 days | 70 days | 66 days |
| • Survey strata title applications | 43 days | 36 days | 46 days |
| • Subdivision referrals | 32 days | 28 days | 35 days |
| • Change of land use applications | 51 days | 63 days | 76 days |
| • Home occupation applications | 27 days | 39 days | 37 days |
| • Percentage of applications processed within statutory time frame | 78% | 68% | 60% |
| Effectiveness Indicators | | | |
| • Percentage of reviews (appeals) per application decision* | 2% | 4% | 2% |
| • Percentage of successful reviews per review lodged | 50% | 19% | 15% |

* The total number of applications determined comprises development, change of use and home occupation applications. The Western Australian Planning Commission is the responsible authority for strata and survey strata title applications and subdivision referrals. There are no formal review rights on requests for town planning scheme amendments.

STATISTICAL INFORMATION

| Description | 02/03 | 03/04 | 04/05 |
|--|------------|------------|------------|
| Planning Specific Applications | | | |
| • Development not involving demolition | 351 | 479 | 410 |
| • Change of land use | 35 | 24 | 46 |
| • Home Occupation | 17 | 20 | 24 |
| • Home Occupations – renewals | 4 | 4 | 4 |
| • Demolition excluding redevelopment | 7 | 41 | 22 |
| • Demolition including redevelopment | 46 | 54 | 39 |
| Total | 460 | 622 | 545 |
| Planning Reviews (Appeals) – Tribunal | | | |
| Total Number | 12 | 21 | 13 |
| Reviews Dismissed | 1 | 3 | 3 |
| Reviews Upheld | - | 4 | 2 |
| Reviews Dismissed (part) | - | 0 | 0 |
| Reviews Withdrawn | 5 | 3 | 1 |
| Reviews Pending | 5 | 11 | 7 |
| Approved Developments | | | |
| Single Houses | 58 | 127 | 62 |
| Grouped Dwellings | 141 | 136 | 136 |
| Multiple Dwellings | 56 | 106 | 86 |
| Aged/Dependent Persons Dwellings | 3 | 0 | 0 |
| Total Number of Dwellings | 258 | 369 | 284 |
| Dwellings subject to alterations/additions | 183 | 131 | 195 |
| Home Occupations | 19 | 24 | 28 |
| Mixed Use Developments | 9 | 18 | 14 |
| Comprising: | | | |
| shop | 11 | 12 | 16 |
| office | 23 | 39 | 19 |
| eating house | 3 | 2 | 2 |
| show room | 1 | 2 | 1 |
| education establishment | 1 | 0 | 2 |
| group dwellings | 32 | 9 | 43 |
| multiple dwellings | 73 | 72 | 83 |
| light industry | | | 1 |
| unlisted use | | | 1 |
| Commercial | 71 | 98 | 83 |

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 programme.

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 the health and the safety of the users of the buildings.

| KEY PERFORMANCE INDICATORS | 02/03 | 03/04 | 04/05 |
|---|-----------|-----------|--------------------|
| Workload Indicators | | | |
| • Number of building applications per year | 519 | 543 | 484 |
| • Average value of building applications per year | \$121,315 | \$158,776 | \$126,887 |
| • Building control revenue to expenditure ratio | 0.35 | 0.45 | 0.38 |
| Efficiency Indicators | | | |
| • Average number of working days to decide building application | 33 days | 34 days | 19 days |
| • Percentage of building licence applications processed within 35 days | 67% | 71% | 76% |
| • Percentage of private swimming pools inspected during the year | 100% | 38% | 27% |
| • Net private swimming pool inspection costs per inspection | \$28 | \$17 | \$17 |
| Effectiveness Indicators | | | |
| • Percentage of appeals per building licence application decision | 2% | 1% | Nil |
| • Percentage of successful appeals lodged | 50% | 43% | 17% |
| | | | (Building notices) |
| • Percentage of pools inspected that require second or subsequent inspection to ensure compliance | 37% | 30% | 24% |

STATISTICAL INFORMATION

| Description | 02/03 | 03/04 | 04/05 |
|---|--------------|--------------|--------------|
| Building Licences | 400 | 352 | 346 |
| • Demolition Licences | 51 | 43 | 58 |
| • Sign Licences | 12 | 24 | 28 |
| • Swimming Pool Licences | - | 25 | 26 |
| • Strata Certificates | - | 37 | 26 |
| Total | 463 | 481 | 484 |
| • Value | \$54,551,136 | \$86,512,551 | \$61,413,483 |
| Private Pool Inspections | | | |
| Number of Pools Inspected | 326 | 148 | 90 |
| Number of Pools Requiring Re-Inspection | 120 | 45 | 22 |
| Percentage of Pools Requiring Re-Inspection | 37% | 30% | 24% |

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 | 02/03 | 03/04 | 04/05 |
|---|-------|-------|-------|
| Workload Indicators | | | |
| • Health Service expenditure as a percentage of total operating expenditure | 2.3% | 2.1% | 2.3% |
| • Health expenditure per head of population | \$20 | \$20 | \$20 |
| • Number of premises inspections required per annum: | | | |
| • Class 1 | 736 | 748 | 752 |
| • Class 2 | 60 | 22 | 30 |
| • Class 3 | 18 | 108 | 108 |
| • Class 4 | 93 | 36 | 36 |
| • Class 5 | 18 | 0 | 1 |
| • Public buildings | 60 | 70 | 70 |
| • Public swimming pools | 40 | 42 | 42 |
| • Lodging houses | 23 | 21 | 20 |
| • Hairdressers and skin penetration premises (registered) | 25 | 26 | 27 |
| • Offensive trades | 8 | 10 | 10 |
| • Pest control | 200 | 214 | 220 |
| • Noise | 351 | 332 | 293 |
| • Other nuisances | 1092 | 904 | 961 |
| • Number of Child Health Centres per thousand capita (under 5 yrs) | 3.00 | 3.00 | 3.00 |
| • Number of complaints/service requests received per annum | 1246 | 1420 | 1410 |



Vincent Vision 2024 Place check – Mount Hawthorn

| KEY PERFORMANCE INDICATORS | 02/03 | 03/04 | 04/05 |
|---|----------|----------|----------|
| Efficiency Indicators | | | |
| • Percentage of premises inspections completed during the year – for each type: | | | |
| • Class 1 | 52% | 62.5% | 90% |
| • Class 2 | 27% | 80% | 95% |
| • Class 3 | 117% | 100% | 93% |
| • Class 4 | 39% | 95% | 88% |
| • Class 5 | 112% | 0% | 0% |
| • Public buildings | 58% | 50% | 75% |
| • Public swimming pools | 68% | 100% | 100% |
| • Lodging houses | 83% | 100% | 100% |
| • Hairdressers and skin penetration premises | 24% | 12% | 20% |
| • Offensive trades | 87% | 80% | 80% |
| • Pest control | 100% | 100% | 100% |
| • Noise | 99% | 99% | 99% |
| • Number of food samples submitted for analysis per thousand capita | 5.32 | 6.96 | 8.31 |
| • Net cost of immunisation service for vaccination | \$43,549 | \$45,928 | \$55,715 |
| • Immunisation cost per head of population | \$1.65 | \$1.75 | \$2.12 |
| Effectiveness Indicators | | | |
| • Vaccinations per thousand capita by Local Government's immunisation service | 18.32 | 9.9 | 10.69 |
| • Percentage of unsatisfactory food samples relative to total samples submitted for analysis | 8.27% | 2.76% | 2.16% |
| • Percentage of regular inspected premises failing to meet a satisfactory level of health compliance – for each type: | | | |
| • Class 1 | 9.78% | 8.00% | 9.2% |
| • Class 2 | 20% | 9.10% | 12% |
| • Class 3 | 16.6% | 11% | 7.5% |
| • Class 4 | 0% | 22% | 11.2% |
| • Class 5 | 0% | 0% | 0% |
| • Public buildings | 25% | 10% | 11.43% |
| • Public swimming pools | 11% | 9.5% | 10% |
| • Lodging houses | 8% | 14% | 10% |
| • Hairdressers and skin penetration premises | 0% | 0% | 0% |
| • Offensive trades | 12.5% | 20% | 10% |
| • Pest control | 0% | 0% | 10% |
| • Noise | 10% | 10.5% | 12% |

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

STATISTICAL INFORMATION

| Infectious Diseases | 02/03 | 03/04 | 04/05 |
|--|--------------|--------------|--------------|
| Campylobacter | 6 | 1 | 0 |
| Giardiasis | 4 | 1 | 0 |
| Salmonellosis | 2 | 1 | 0 |
| Hepatitis | 0 | 1 | 0 |
| Shigellosis | 1 | 0 | 2 |
| Vibro Parahaemolyticus | 0 | 0 | 0 |
| Typhoid | 0 | 0 | 0 |
| Legionella | 0 | 0 | 0 |
| Ross River Virus | 0 | 4 | 0 |
| Amoebiasis | 0 | 0 | 0 |
| Cryptosporidiosis | 2 | 0 | 1 |
| Total | 15 | 8 | 3 |
| Number of Health Notices Issued | 4 | 6 | 9 |
| Number of Upgrading Orders Issued for Food Premises | 17 | 12 | 15 |
| Food Samples | | | |
| Chemical food Samples | 91 | 131 | 146 |
| Complying Samples | 80 | 126 | 140 |
| Units used | 742 | 1005 | 1099 |
| Microbiological Samples | 26 | 50 | 70 |
| Microbiological Swabs | 16 | 0 | 0 |
| Immunisation | | | |
| Number of people Immunised | 469 | 253 | 330 |
| Cost of Service (minus staff costs) | \$8086 | \$9302 | \$8757 |
| Number of Child Health Centres | 4 | 4 | 4 |
| Visits | | | |
| Harold Street – Highgate | 357 | 58 | 81 |
| Loftus Centre – Leederville | 213 | 38 | 54 |
| Mount Hawthorn | 519 | 104 | 74 |
| View Street – North Perth | 633 | 53 | 69 |
| Noise Complaints | | | |
| Number of Noise Complaints | 351 | 332 | 293 |
| Number of Directives Issued | 3 | 3 | 2 |
| Number of Pollution Abatement Notices Issued | 0 | 0 | 0 |
| Substandard Housing Inspections/Visual Checks | | | |
| Number of Inspections | 196 | 384 | 423 |

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 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 | 02/03 | 03/04 | 04/05 |
|--|----------|----------|----------|
| Workload Indicators | | | |
| • Hectares of parks, gardens and recreation grounds per thousand capita passive and active | 4.06 | 4.06 | 4.06 |
| • Annual cost of parks and recreation grounds maintenance per rateable property | \$88.28 | \$86.96 | \$99.72 |
| Efficiency Indicators | | | |
| • Annual maintenance cost per hectare for parks and recreation grounds | \$11,984 | \$11,947 | \$13,891 |
| • Annual maintenance cost per hectare for street tree verge maintenance | \$7195 | \$7928 | \$8006 |
| Effectiveness Indicators | | | |
| • Survey result percentage of residents who consider the conditions of parks and recreation grounds to be good or better | * | * | 91% |
| • Percentage of residents who consider the general safety of parks and recreation recreation grounds to be good or better. | * | * | * |
| • Percentage of residents who regularly use parks, gardens and recreation grounds | * | * | * |

**No specific survey conducted but regular feedback positive through 'Have Your Say'.*

STATISTICAL INFORMATION

Workload Indicators

- Number of passive/active reserves

| 02/03 | 03/04 | 04/05 |
|---------|---------|---------|
| Passive | Passive | Passive |
| 30 | 32 | 33 |
| Active | Active | Active |
| 21 | 20 | 20 |

- Number of trees planted per year

| 02/03 | 03/04 | 04/05 |
|-------|-------|-------|
| 431 | 84 | 459 |

Efficiency Indicators

| Reserve Booking Statistics | 02/03 | 03/04 | 04/05 |
|-----------------------------------|-----------------|--------------|--------------|
| Braithwaite Park | | | |
| Number of Bookings | 10 | 25 | 26 |
| *Number of Users | 3100 | 1195 | 260 |
| Revenue | \$315 | \$508 | \$450 |
| Hyde Park | | | |
| Number of Bookings | 114 | 123 | 190 |
| Number of Users | 14,044 | 2904 | 4053 |
| Revenue | \$2966 | \$1403 | \$584 |
| Banks Reserve | | | |
| Number of Bookings | 11 | 20 | 22 |
| Number of Users | 2868 | 1795 | 710 |
| Revenue | \$342 | \$605 | \$310 |
| Beatty Park Reserve | | | |
| Number of Bookings | 220 | 359 | 359 |
| Number of Users | 3330 | 11,494 | 7110 |
| Revenue | \$3662 | \$6553 | \$986 |
| Woodville Reserve | | | |
| Number of Bookings | 61 | 4 | 46 |
| Number of Users | 856 | 1469 | 1876 |
| Revenue | \$1818 | \$2062 | \$2029 |
| Britannia Road Reserve | | | |
| Number of Bookings | 513 | 95,010 | 809 |
| Number of Users | 53,243 | 4,408 | 32,681 |
| Revenue | \$3938 + leased | \$4408 | \$4130 |
| Charles Veryard Reserve | | | |
| Number of Bookings | 92 | 257 | 208 |
| Number of Users | 10,300 | 10,835 | 6072 |
| Revenue | \$60 + Leased | \$926 | \$70 |
| Les Lilleyman Reserve | | | |
| Number of Bookings | 44 | 265 | 162 |
| Number of Users | 2647 | 1568 | 5520 |
| Revenue | \$1,321 | \$1,637 | \$500 |
| Menzies Park Reserve | | | |
| Number of Bookings | 35 | 174 | 188 |
| Number of Users | 7222 | 12,831 | 5714 |
| Revenue | \$769 | \$723 | \$146 |
| Birdwood Square | | | |
| Number of Bookings | 45 | 1 | 4 |
| Number of Users | 1170 | 600 | 450 |
| Revenue | \$88 | 0 | - |
| Forrest Park | | | |
| Number of Bookings | 244 | 391 | 16 |
| Number of Users | 45,001 | 53,456 | 22,129 |
| Revenue | \$541 | \$233 | \$169 |

* Number of users refers to the sum total number of people who attended each of the booked activities at the reserve. E.g. a birthday party would count as 1 booking and the 30 attendees would refer to 30 users.

PRINCIPAL ACTIVITY – INFRASTRUCTURE, CONSTRUCTION AND MAINTENANCE

Activity

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

Objective

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

| KEY PERFORMANCE INDICATORS | 02/03 | 03/04 | 04/05 |
|---|--------|--------|--------|
| Workload Indicators | | | |
| • Road preservation expenditure ratio | 0.11 | 0.15 | 0.18 |
| • Own resources roadwork expenditure per rateable property | \$202 | \$176 | \$163 |
| • Proportion of total expenditure applied to sealed roads | 12.11% | 13.62% | 13.44% |
| Efficiency Indicators | | | |
| • Percentage of utilisation and road making plant | 80.90% | 83.15% | 83.15% |
| • Percentage of road asset network assessed for a set condition | 36.76% | 7.35% | 7.35% |
| • Percentage of road construction completed within the year | 87.69% | 73.44% | 81.82% |
| • Average cost of verge or streetscape maintenance per hectare | \$78 | \$88 | \$87 |
| Effectiveness Indicators | | | |
| • Road condition ratio | 0.41 | 0.40 | 0.39 |
| • Percentage of road capital expenditure to road depreciation | 3.68% | 2.78% | 2.32% |
| • Road preservation performance ratio | 0.64 | 0.79 | 0.82 |

PRINCIPAL ACTIVITY – WASTE MANAGEMENT

Activity

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

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

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

Objective

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

| KEY PERFORMANCE INDICATORS | 02/03 | 03/04 | 04/05 |
|--|--------|--------|--------|
| Workload Indicators | | | |
| • Waste management revenue to expenditure ratio* | 0.27 | 0.07 | 0.03 |
| • Number of residential waste collections per week | 12,438 | 12,591 | 12,697 |
| • Total tonnes of waste to landfill per annum | 12,408 | 13,020 | 13,040 |
| Efficiency Indicators | | | |
| • Waste collection cost per tonne | \$111 | \$126 | \$143 |
| • Waste collection cost per service | \$124 | \$130 | \$147 |
| • Net recycling cost per tonne | \$86 | \$80 | \$106 |
| • Total annual waste management expenditure per capita | \$60 | \$63 | \$70 |
| Effectiveness Indicators | | | |
| • Number of complaints per thousand capita | 7.03 | 7.69 | 7.51 |
| • Percentage of missed services per week | 0.02% | 0.02% | 0.021% |

* The lower Work Load Indicator for 2004-2005 is a result of a steady increase in Waste Management expenditure since 2000-2001 and a decrease in the specific purpose grant received by the Town. In addition the Waste Management Income received from the Mindarie Regional Council decreased significantly in 2004-2005.

STATISTICAL INFORMATION

| Rubbish Collection | 02/03 | 03/04 | 04/05 |
|--|-------------|-------------|-------------|
| Rateable Properties | 14,169 | 14,300 | 14,399 |
| Residential Properties serviced | 12,438 | 12,591 | 12,697 |
| Commercial Properties serviced by Town of Vincent <i>(includes Churches, Schools, halls and some vacant blocks that are under development)</i> | 1380 | 1289 | 1310 |
| Commercial Properties not serviced by Town of Vincent | 350 | 350 | 392 |
| Total domestic and commercial rubbish tipping costs | \$270,626 | \$272,646 | \$382,653 |
| Total tonnes domestic and commercial rubbish collected | 12,015 | 12,294 | 12,424 |
| Recycling – Domestic | | | |
| Paper | 671 | 689 | 790 |
| Co mingled | 595 | 740 | 628 |
| Total Tonnage | 1266 | 1429 | 1418 |
| Recycling – Commercial | | | |
| Paper | 655 | 650 | 658 |
| Co mingled | 544 | 494 | 309 |
| Total Tonnage | 1199 | 1144 | 967 |
| Public Tidy Bins/Parks | | | |
| Tipping cost per tonne | \$22.50 | \$22.50 | \$30.80 |
| Tipping Costs | \$10,935 | \$14,400 | \$17,470 |
| Tonnes | 486 | 640 | 567 |
| Collection Cost | \$91,826 | \$108,416 | \$108,388 |
| Collection Cost per tonne | \$189 | \$169 | \$191 |
| Bulk Verge Collection | | | |
| Contractor's cost per annum | \$112,827 | \$129,326 | \$129,326 |
| Tipping costs per annum | \$47,125 | \$78,099 | \$59,463 |
| Hard Waste collected | 440 | 517 | 472 |
| Green Waste collected | 517 | 864 | 571 |

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

| KEY PERFORMANCE INDICATORS | 02/03 | 03/04 | 04/05 |
|--|--|---|---|
| Workload Indicators | | | |
| • Participant numbers in events | 6206 | 7452 | 8645 |
| • Number of events serviced | 32 | 33 | 25 |
| Efficiency Indicators | | | |
| • Client feedback on services provided | See below | See below | See below |
| Effectiveness Indicators | | | |
| • Evaluation surveys on events | Surveys have been collected for 90% of events. 94% rated the organisation of the events as 4 or 5 (Likert scale with 1 being for badly organised and 5 for well organised) 89% of those surveyed would like to attend the event again. | 96% rated the organisation of the events as 4 or 5 (Likert scale with 1 being for badly organized and 5 for well organized) 90% of those surveyed would like to attend the event again. | 98% rated the organisation of the events as 4 or 5 (Likert scale with 1 being for badly organized and 5 for well organized) 97% of those surveyed would like to attend the event again. |
| • Percentage of external funding compared with total Community Development expenditure | 10.45% | 12.9% | 13.5% |

STATISTICAL INFORMATION

| Hall Booking Statistics | 02/03 | 03/04 | 04/05 |
|--|------------|-----------|-----------|
| North Perth Town Hall | | | |
| Number of Bookings | | | |
| <i>Main Hall</i> | 187 | 306 | 353 |
| <i>Lesser Hall</i> | 114 | 309 | 327 |
| Number of Users | | | |
| <i>Main Hall</i> | 3721 | 10,639 | 10,335 |
| <i>Lesser Hall</i> | 2500 | 6797 | 5721 |
| Revenue | \$13,888 | \$20,445 | \$20,826 |
| Total Revenue | \$11,360 | \$21,653 | \$23,158 |
| Total Expenditure | \$174,956 | \$25,271 | \$57,448 |
| Net Return | -\$163,596 | -\$3618 | -\$34,290 |
| Mount Hawthorn Community Centre | | | |
| Number of Bookings | | | |
| <i>Main Hall</i> | 355 | 527 | 465 |
| <i>Lesser Hall</i> | 720 | 673 | 616 |
| Number of Users | | | |
| <i>Main Hall</i> | 12,220 | 13,221 | 15,208 |
| <i>Lesser Hall</i> | 25,800 | 22,559 | 23,002 |
| Revenue | \$37,256 | \$17,110 | \$34,494 |
| Total Revenue | \$37,256 | \$34,095 | \$31,667 |
| Total Expenditure | \$73,328 | \$72,149 | \$64,407 |
| Net Return | -\$36,072 | -\$38,054 | -\$32,740 |
| Banks Reserve Pavilion | | | |
| Number of Bookings | 286 | 214 | 231 |
| Number of Users | 5402 | 4757 | 3333 |
| Revenue | \$6022 | \$6035 | \$7632 |
| Total Revenue | \$6022 | \$5337 | \$6142 |
| Total Expenditure | \$21,464 | \$16,992 | \$19,837 |
| Net Return | -\$15,442 | -\$11,655 | -\$13,695 |
| Menzies Park & Pavilion | | | |
| Number of Bookings | 126 | 117 | 115 |
| Number of Users | 2027 | 2459 | 2040 |
| Revenue | \$2251 | \$3084 | \$1812 |
| Total Revenue | \$2251 | \$2904 | \$3849 |
| Total Expenditure | \$63,822 | \$59,565 | \$66,620 |
| Net Return | -\$61,571 | -\$56,661 | -\$62,771 |
| Royal Park Hall | | | |
| Number of Bookings | 441 | 391 | 430 |
| Number of Users | 13,447 | 11,215 | 22,194 |
| Revenue | \$20,183 | \$17,720 | \$14,994 |
| Total Revenue | \$39,597 | \$37,057 | \$41,666 |
| Total Expenditure | \$48,999 | \$32,306 | \$44,911 |
| Net Return | -\$9402 | \$4751 | -\$3245 |

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 programme 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 | 02/03 | 03/04 | 04/05 |
|--|---------|---------|-------|
| Workload Indicators | | | |
| • Number of surplus land identified for sale | 2 | 1 | 1 |
| Efficiency Indicators | | | |
| • Net gain on disposal of land | \$1.93M | \$0.27M | N/A |
| Effectiveness Indicators | | | |
| • Investment return average | Nil | Nil | Nil |
| • Land disposal average return | 86% | 100% | Nil |

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.

Leederville Oval Upgrade

Status

The development of the public open space surrounding Leederville Oval commenced in 2004 and works along the Vincent Street frontage were completed.

Robertson Park Redevelopment

Status

The redevelopment was undertaken during the year and the final component of the project, with the laying of turf, completed by the end of October 2004.

State Indoor Multi-use Sports Stadium***Status***

Peter Hunt Architects have been appointed for the project. Concept design work has been carried out in 2004-2005. A request for additional funding has been made to the State Government.

Smith's Lake Redevelopment***Status***

The sale of the Elven Street lots has been deferred due to both Council and the Western Australian Planning Commission raising concerns with the proposed design guidelines for the lots. The new timeframe for the sale of the lots is late 2005.

Extension of the Veterans' Tennis Pavilion at Robertson Park***Status***

Following an internal review by the members of the original pavilion development, the planned development was significantly changed. (The plans for the new proposal were approved at the Council meeting of 23 September 2003. Construction commenced in March 2004 and was completed in mid November 2004).

Office Building for Department of Sport and Recreation***Status***

A lease has been finalised between the Town and the Ministry of Housing Works. The final building plans have been approved by Council, the building tender contract was issued in October 2003 and construction commenced in November 2003. This building was occupied by the Department of Sport and Recreation in February 2005.

Beatty Park Leisure Centre***Status***

A needs analysis and feasibility study is being undertaken during this financial year to assess the long-term requirements and costs of any future development of the facility.



Stuart Green's sculpture is installed as part of the Percentage for Art Scheme

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. The Town did not privatise any activities during 2004-2005.

Legislation Review

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

Local Laws

During the 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.



There are Martians in my street by Matilda Cornes. Winner (6-12 years) of the Visions of Vincent Photographic Competition

The following Local Laws were reviewed and amended during 2004-2005:

| Amendment | Adopted | Gazetted |
|----------------------------|----------------------------------|-----------------------------------|
| Standing Orders | 12 December 2004 | 14 January 2005 |
| Parking | 27 July 2004 21 December 2004 | 24 August 2004 14 January 2005 |
| Health 2004 | 10 August 2004 | 8 December 2005 |
| Health (Eating House) 2004 | 10 August 2004 | 8 December 2005 |
| By Law 62 – Repeal | 21 December 2004 | 14 January 2005 |
| Dogs | 22 March 2005 | 6 May 2005 |

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. A major review of all policies commenced in June 2003 and was completed by April 2004, with approximately 110 policies being reviewed, amended and re-adopted or deleted as required. Policies relating to human resources were completely reviewed and new policies were adopted by Council on 22 December 2004.



Summer Concerts

Town Profile

History

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 south-west corner of Western Australia. The lakes on the coastal plain were particularly important to the Aboriginal people, providing them with both spiritual and physical sustenance.

At the time of the first European contact in 1827, the area in which Perth now stands was called Boorloo. Boorloo formed part of Mooro, the tribal lands of Yellagonga, whose group was one of several based around the Swan River known collectively as the Whadjug. The Whadjug was a part of the greater group of thirteen or so tribes which formed the south west socio-linguistic block still known today as 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 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 camp site for the remaining Nyungar people in the Perth region and was also used by travellers, itinerants and homeless people. By the gold rush days in the 1890s they were joined by many miners en route to the goldfields.

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

The Viking by Vanessa Eastabrook. Winner (13-17 years) of the Visions of Vincent Photographic Competition



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

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

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

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

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

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

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 Shepperton (now Victoria Park), plus a smaller City of Perth. Commissioners were appointed to control these until elections were held in May 1995.

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

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

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

Although only new, within its boundaries Vincent holds a rich and varied history. It is a place of cultural diversity with residents whose origins lie in places like Europe and Asia, and forty-five per cent of whom were born overseas. Reflections of this variety are found in the number of religions or spiritual groups that have representation within the Town, among them Christianity (18 denominations), Buddhism, Islam, Judaism and Hinduism.

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

Statistics

| | |
|-----------------------------|--|
| Area | 10.4 square km of which 104 hectares comprises parks and gardens |
| Population | 25,618 |
| Aged - under 15 | 13.1% |
| - 15 to 55 | 63.6% |
| - Over 55 | 23.3% |
| Median age | 34 years |
| Homes owners/purchasers | 56.3% |
| Rateable Properties | 15,516 |
| Number of Electors | 18,400 |
| Number of Council Employees | 192 (FTE) |
| Number of Wards | Two |
| Total Budget | \$23,679,059 |

Number of Elected Members

Mayor and eight Councillors

Distance from Perth City

The Administration and Civic Centre is 3 km from Perth GPO

Area of Parks and Gardens

104 hectares

Length of Roads and Footpaths

| | |
|-----------|--------|
| Roads | 139 km |
| Footpaths | 260 km |

Suburbs and Localities

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

Boundaries

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

Facilities

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

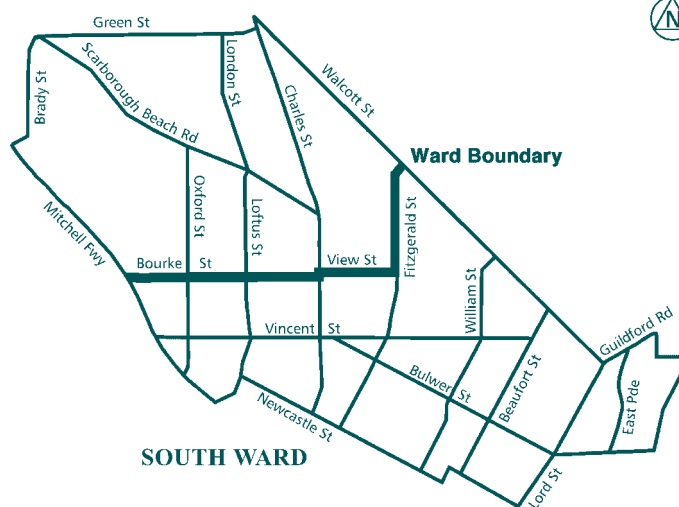
Child Health Centres: Harold Street, Highgate; Loftus Community Centre, Loftus Street; Mount Hawthorn Community Centre, Scarborough Beach Road; View Street, North Perth.

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 Services 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; Members Equity Stadium; Leederville Oval.

NORTH WARD



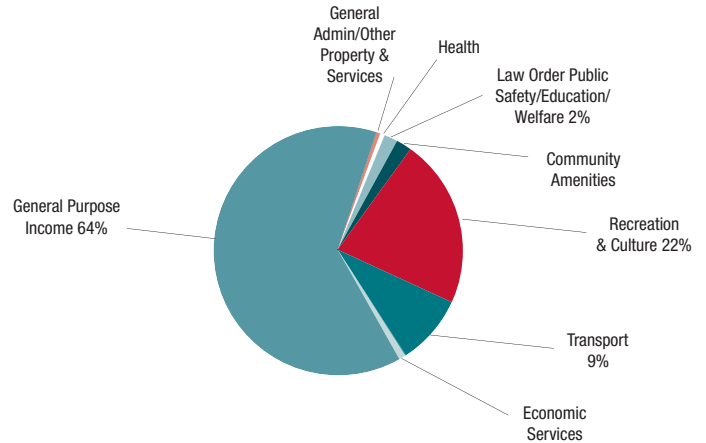
SOUTH WARD

INCOME AND EXPENDITURE PIE CHARTS

OPERATING INCOME

| Income Type | Amount |
|--|------------|
| | \$ |
| General Purpose Income | 15,069,871 |
| General Administration/Other Property & Services | 101,476 |
| Health | 90,674 |
| Law Order Public Safety/Education/Welfare | 450,274 |
| Community Amenities | 489,651 |
| Recreation & Culture | 5,130,324 |
| Transport | 2,122,621 |
| Economic Services | 215,337 |
| | 23,670,228 |

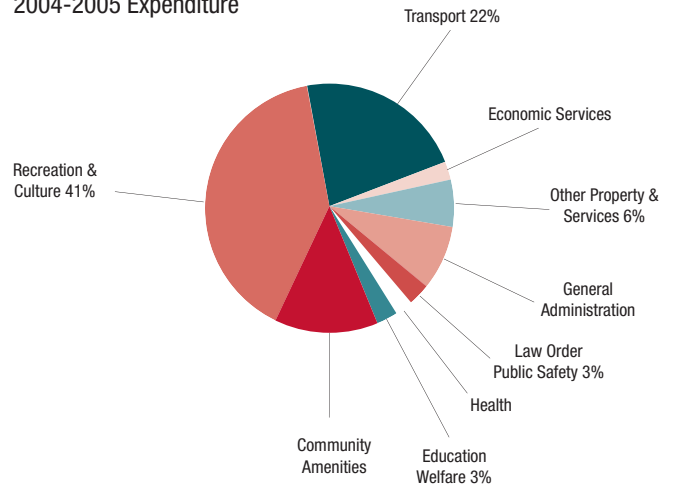
2004-2005 Income



OPERATING EXPENDITURE

| Expense Type | Amount |
|---------------------------|------------|
| | \$ |
| General Administration | 2,163,282 |
| Law Order Public Safety | 665,418 |
| Health | 610,388 |
| Education/Welfare | 680,303 |
| Community Amenities | 3,398,877 |
| Recreation & Culture | 10,291,703 |
| Transport | 5,707,568 |
| Economic Services | 582,548 |
| Other Property & Services | 1,669,055 |
| | 25,769,142 |

2004-2005 Expenditure



Source from Operating Statement

Financial Report

for the year ended 30 June 2005

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Independent Audit Report

BARRETT & PARTNERS – DFK

CERTIFIED PRACTISING ACCOUNTANTS

INDEPENDENT AUDIT REPORT

TO: RATEPAYERS OF THE TOWN OF VINCENT

PARTNERS:

Michael J. Barrett FCA
Jeffrey H. Macri FCPA
Domenico J. De Luca 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 2005. The Council is 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 (as amended) 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 2005 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 (as amended) 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

DATED THIS 26th DAY OF OCTOBER 2005

28 Thorogood Street Burswood Western Australia 6100
 PO Box 288 Thornlie Park Western Australia 6107
 Telephone: 08 9470 4848 Facsimile: 08 9470 4848
 Email: mail@dfperth.com

A member firm of

 a member firm of independent
 accounting firms & business advisors

Statement by Chief Executive Officer

FINANCIAL YEAR ENDED 30 JUNE 2005

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 2005 are in my opinion, properly drawn up to present fairly the financial position of the Town of Vincent at 30 June 2005 and the results of the operations for the financial year then ended in accordance with the Australian Accounting Standards and comply with the provisions of the Local Government Act 1995 and the regulations under that Act.



John Giorgi, JP
Chief Executive Officer

Signed on the 21st day of November 2005

Operating Statement

for the year ended 30 June 2005

| OPERATING STATEMENT | Note | Actual 30-Jun-04 \$ | Budget 2004/05 \$ | Actual 30-Jun-05 \$ |
|---|-------------|---------------------------|-------------------------|---------------------------|
| OPERATING EXPENDITURE | | | | |
| General Purpose Funding | | 599,945 | 731,042 | 719,785 |
| Governance | | 1,305,768 | 1,300,499 | 1,321,772 |
| Law and Order, Public Safety | | 602,848 | 624,647 | 665,418 |
| Health | | 565,289 | 546,832 | 610,388 |
| Education and Welfare | | 644,565 | 696,654 | 680,303 |
| Community Amenities | | 2,997,340 | 3,295,281 | 3,398,877 |
| Recreation and Culture | | 9,164,682 | 9,496,097 | 10,291,703 |
| Transport | | 5,801,528 | 5,659,084 | 5,707,568 |
| Economic Services | | 578,192 | 589,504 | 582,548 |
| Other Property and Services | | 1,353,445 | 739,419 | 1,669,055 |
| General Administration | | 1,511 | 0 | 121,725 |
| | | 23,615,113 | 23,679,059 | 25,769,142 |
| OPERATING REVENUE | | | | |
| General Purpose Funding | | 14,517,413 | 15,029,723 | 15,052,642 |
| Governance | | 10,112 | 5,964 | 17,229 |
| Law and Order, Public Safety | | 71,301 | 75,950 | 184,096 |
| Health | | 82,509 | 85,383 | 90,674 |
| Education and Welfare | | 390,063 | 159,424 | 266,178 |
| Community Amenities | | 446,264 | 346,850 | 489,651 |
| Recreation and Culture | | 4,422,363 | 4,955,786 | 5,130,324 |
| Transport | | 1,528,076 | 1,308,882 | 2,122,621 |
| Economic Services | | 246,787 | 162,000 | 215,337 |
| Other Property and Services | | 72,073 | 61,503 | 95,171 |
| General Administration | | 7,373 | 4,708 | 6,305 |
| | | 21,794,334 | 22,196,173 | 23,670,228 |
| CONTRIBUTIONS AND GRANTS FOR THE DEVELOPMENT OF ASSETS | | | | |
| Law and Order | | 53,700 | 0 | 0 |
| Administration General | | 0 | 2,500 | 0 |
| Community Amenities | | 40,000 | 20,000 | 20,000 |
| Recreation and Culture | | 6,027,032 | 40,000 | 2,193,544 |
| Transport | | 535,914 | 825,001 | 468,465 |
| | | 6,656,646 | 887,501 | 2,682,009 |
| DISPOSAL OF ASSETS | | | | |
| Proceeds of Sale | | 283,591 | 1,334,632 | 105,189 |
| Book Value | | (210,699) | | |
| <i>Gain/(Loss) on Disposal</i> | 4(d) | 72,892 | 1,334,632 | 105,189 |
| Change in net assets resulting from Operations | 4(a) | 4,908,759 | 739,247 | 688,284 |

Statement of Financial Position

as at 30 June 2005

| Actual 2003/04 \$ | \$ | Note | Actual 2004/05 \$ | \$ |
|--------------------------------|--------------------|------|-------------------------|--------------------|
| CURRENT ASSETS | | | | |
| 9,780,528 | | 11 | 9,564,717 | |
| 57,829 | | | 103,740 | |
| 11,000 | | 7 | 11,000 | |
| 1,805,602 | | 6 | 1,271,423 | |
| 224,136 | | 26 | 202,218 | |
| | 11,879,096 | | | 11,153,098 |
| CURRENT LIABILITIES | | | | |
| 2,711,265 | | 8 | 2,189,932 | |
| 791,095 | | 8 | 1,120,281 | |
| 1,725,630 | | 17 | 196,862 | |
| | 5,227,990 | | | 3,507,075 |
| | 6,651,106 | | | 7,646,023 |
| NON-CURRENT ASSETS | | | | |
| 100,541 | | 20 | 100,541 | |
| 223,967 | | 6 | 205,138 | |
| 112,973,139 | | 9 | 115,286,785 | |
| | 113,297,647 | | | 115,592,464 |
| NON-CURRENT LIABILITIES | | | | |
| 7,843,311 | | 17 | 10,534,585 | |
| 530,713 | | 8 | 440,888 | |
| | 8,374,024 | | | 10,975,473 |
| | 111,574,730 | | | 112,263,014 |
| EQUITY | | | | |
| 98,344,662 | | | 98,146,508 | |
| 6,306,577 | | 10 | 7,193,015 | |
| 6,923,491 | | | 6,923,491 | |
| | 111,574,730 | | | 112,263,014 |

Statement of Changes in Equity

for the year ended 30 June 2005

| | TOTAL EQUITY | | RETAINED PROFITS SURPLUS | | CASH RESERVES | | ASSET REVALUATION | |
|---|--------------------|--------------------|-----------------------------|-------------------|------------------|------------------|----------------------|------------------|
| | 2003/04 | 2004/05 | 2003/04 | 2004/05 | 2003/04 | 2004/05 | 2003/04 | 2004/05 |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Opening Balance 1 July | 106,665,971 | 111,574,730 | 92,509,063 | 98,344,662 | 7,233,417 | 6,306,577 | 6,923,491 | 6,923,491 |
| Change in net assets resulting from Operations | 4,908,759 | 688,284 | 4,908,759 | 688,284 | 0 | 0 | 0 | 0 |
| Revaluation of Assets | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfer to Reserves | 0 | 0 | (1,417,102) | (1,881,327) | 1,417,102 | 1,881,327 | 0 | 0 |
| Transfers from Reserves | 0 | 0 | 2,343,942 | 994,889 | (2,343,942) | (994,889) | 0 | 0 |
| Closing Balance 30 June | 111,574,730 | 112,263,014 | 98,344,662 | 98,146,508 | 6,306,577 | 7,193,015 | 6,923,491 | 6,923,491 |

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

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 19 to these financial statements.

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

(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 and Equipment**

(i) *Cost and Valuation*

Property, plant and equipment and infrastructure are 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 \$500 have not been capitalised.

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

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

(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.

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

Major depreciation periods are:

| | |
|---------------------------------------|-------------|
| 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 |
| Rights of Way – 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 the long service leave provision represents the present value of the estimated future cash outflows to be made by the Council resulting from the employee's services to date.

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 employee. 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 parts of the Financial Statements for the year ended 30 June 2005

1. SIGNIFICANT ACCOUNTING POLICIES (CONT)

(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 the entire 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 Councils, 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 20.

(k) Payables

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 parts of the Financial Statements for the year ended 30 June 2005

2. CHANGES IN ACCOUNTING POLICY

There were no changes in accounting policy.

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/programmes.

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 programme format using the following classifications:

GOVERNANCE

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

GENERAL PURPOSE FUNDING

This schedule records detail of rate revenue and general purpose grants allocated by the WA Local Government Grants Commission as well as expenditures associated with this (rates collection, investment of funds).

LAW, ORDER AND PUBLIC SAFETY

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

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

3. COMPONENT FUNCTIONS/ACTIVITIES (CONT)

HEALTH

This programme covers Health Administration and Inspection, Child Health Clinics, Immunisation Clinics, Food Control and Pest Control Services.

EDUCATION AND WELFARE

The major costs here relate to staff involved in co-ordinating welfare, disability and youth services and donations to various community welfare groups serving the Town.

COMMUNITY AMENITIES

This programme covers activities of household refuse and recycling, other sanitation including public litter bins and bulk rubbish collections, as well as town planning and regional development administration, protection of the environment and bus shelters and street furniture.

RECREATION AND CULTURE

This programme covers activities associated with public halls, recreation administration, sports grounds, parks and reserves, Beatty Park Leisure Centre, Vincent Library and cultural activities.

TRANSPORT

The principal operating areas here relate to maintenance of footpaths, drains, street cleaning, verges and medians, roads and kerbs, rights of way, crossovers, street trees and road reserves. Parking control and operation of car parks is also covered.

ECONOMIC SERVICES

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

OTHER PROPERTY AND SERVICES

This programme is principally a clearing area where costs associated with public works overheads are accumulated and then subsequently dispersed to other expense areas. Other activities include plant operation costs, insurance claims and properties held for civic purposes.

ADMINISTRATION GENERAL

This schedule accumulates costs associated with executive management, financial services, administrative services and computing which cannot be directly charged to other programmes. Costs are then allocated to other programmes using Activity Based Costing techniques.

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

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

| 2003/04 Actual \$ | | Note | 2004/05 Budget \$ | 2004/05 Actual \$ |
|---|--|-------|-------------------------|-------------------------|
| OPERATING REVENUE | | | | |
| 12,927,299 | Rates | 23 | 13,530,193 | 13,368,303 |
| 6,557,528 | Grants and Subsidies | | 887,501 | 2,789,673 |
| 1,258,524 | Contributions, reimbursement and donations | | 1,402,994 | 1,300,716 |
| 72,892 | Profit/(Loss) on Assets Disposal | 4 (d) | 1,334,632 | 105,189 |
| 6,379,553 | Fees and Charges | 21 | 6,495,286 | 7,908,352 |
| 770,666 | Interest earnings | 7(b) | 669,300 | 844,011 |
| 616,619 | Other Revenue/Income | | 98,400 | 1,394,169 |
| 28,583,081 | | | 24,418,306 | 27,710,411 |
| OPERATING EXPENDITURE | | | | |
| 8,912,830 | Employee costs | | 9,107,465 | 12,142,362 |
| 8,391,936 | Materials and Contracts | | 8,284,049 | 7,320,390 |
| 1,212,161 | Utilities | | 823,427 | 1,344,138 |
| 147,173 | Insurance expenses | | 95,105 | 210,676 |
| 208,525 | Interest expenses | | - | 651,923 |
| 4,764,951 | Depreciation on Non-current Assets | 4(c) | 5,369,013 | 5,277,042 |
| 36,746 | Other Expenditure | | - | 75,596 |
| 23,674,322 | | | 23,679,059 | 27,022,127 |
| Change in Net Assets Resulting from Operations | | | | |
| 4,908,759 | | | 739,247 | 688,284 |

4. (b) ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY YEAR ENDED 30 JUNE 2005

| 2003/04 \$ | | 2004/05 \$ |
|---------------|------------------------------|---------------|
| 3,660,370 | General Purpose Funding | 2,810,646 |
| 3,460,859 | Governance | 3,278,101 |
| 604,241 | Law, Order and Public Safety | 580,184 |
| 2,420,945 | Health | 2,237,570 |
| 2,210,176 | Education and Welfare | 2,200,232 |
| 2,953,429 | Community Amenities | 2,883,852 |
| 50,709,072 | Recreation and Culture | 53,847,376 |
| 51,169,991 | Transport | 50,848,650 |
| 149,349 | Economic Services | 136,610 |
| 7,838,311 | Other Property and Services | 7,922,341 |
| \$125,176,743 | | \$126,745,562 |

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

4 (c) DEPRECIATION

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

| 2003/04 | | 2004/05 | |
|--------------------|--------------------------------|--------------------|--|
| \$ | | \$ | |
| 1,244,308 | Buildings | 1,624,857 | |
| 2,566,827 | Infrastructure Assets | 2,674,075 | |
| 620,838 | Plant and Mobile Equipment | 668,585 | |
| 332,978 | Office Furniture and Equipment | 309,525 | |
| \$4,764,951 | | \$5,277,042 | |

4 (d) DISPOSAL OF ASSETS BY CLASS YEAR ENDED 30 JUNE 2004

| | Budget Net Book Value | Actual Net Book Value | Budget Sale Price | Actual Sale Price | Budget Gain (Loss) | Actual Gain (Loss) |
|--------------------------------|-----------------------------|-----------------------------|-------------------------|-------------------------|--------------------------|--------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Plant and Mobile Equipment | 211,138 | 101,731 | 245,770 | 206,466 | 34,632 | 104,735 |
| Office Furniture and Equipment | - | - | - | 454 | - | 454 |
| Land and Building Assets | - | - | 1,300,000 | - | 1,300,000 | - |
| Other Infrastructure Assets | | | | | | |
| Total | 211,138 | 101,731 | 1,545,770 | 206,920 | 1,334,632 | 105,189 |

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:

| 2003/04 | | 2004/05 | |
|------------------|-------------------------|-----------------|--|
| \$ | | \$ | |
| 113,630 | Roads to Recovery Grant | 42,508 | |
| \$113,630 | | \$42,508 | |

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:

| 2003/04 | | 2004/05 | |
|-----------------|-------------------------|------------------|--|
| \$ | | \$ | |
| 60,554 | Roads to Recovery Grant | 105,190 | |
| \$60,554 | | \$105,190 | |

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

6 RECEIVABLES

| 2003/04 | Current | 2004/05 |
|--------------------|--|--------------------|
| \$ | | \$ |
| 324,836 | Rates | 188,409 |
| 557,819 | Works and Services | 280,873 |
| 377,867 | Property Rental/Leases | 262,520 |
| 651 | Rubbish Charges | 4,884 |
| 79,371 | Other | 81,795 |
| 196,246 | Accrued Income | 97,299 |
| 262,017 | Infringements | 368,848 |
| (13,205) | Less Provision for Doubtful Debts | (13,205) |
| \$1,805,602 | | \$1,271,423 |
| 2003/04 | Non-Current | 2004/05 |
| \$ | | \$ |
| 83,934 | Rebate Receivable from Mindarie Regional Council | 83,934 |
| 140,033 | Pensioners' Rates Deferred | 121,204 |
| \$223,967 | | \$205,138 |

Pensioners' Rates Deferred

The amount of \$121,204 in 2004/05 relates to Council Rates deferred by pensioners in accordance with the Rates and Charges (Rebates and Deferments) Act 1992. During the 2003/04 year the deferred rates amounted to \$140,033.

7 (a) INVESTMENTS

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

| 2003/04 | Current | 2004/05 |
|-----------------|--|-----------------|
| \$ | | \$ |
| 11,000 | Shares in North Perth Community Financial Services Limited | 11,000 |
| \$11,000 | | \$11,000 |

7 (b) INTEREST EARNINGS

| 2003/04 | Interest | 2004/05 | 2004/05 |
|------------------|-----------|------------------|------------------|
| Actual | Earnings | Budget | Actual |
| \$ | | \$ | \$ |
| 403,120 | Municipal | 414,000 | 484,671 |
| 367,546 | Reserve | 279,300 | 359,340 |
| \$770,666 | | \$669,300 | \$844,011 |

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

8 PAYABLES AND PROVISIONS

| | | |
|--------------------|---------------------------------|--------------------|
| 2003/04 | Payables – Current | 2004/05 |
| \$ | | \$ |
| 1,200,161 | Creditors | 419,411 |
| 1,317,500 | Bonds and Deposits | 1,355,034 |
| 37,930 | Income Received in Advance | 166,814 |
| 155,674 | Accrued Expenses | 248,673 |
| \$2,711,265 | | \$2,189,932 |
| 2003/04 | Provisions – Current | 2004/05 |
| \$ | | \$ |
| | Leave Entitlements | |
| 610,118 | Annual Leave | 942,159 |
| 180,977 | Long Service Leave | 178,122 |
| \$791,095 | | \$1,120,281 |
| 2003/04 | Provisions – Non-Current | 2004/05 |
| \$ | | \$ |
| | Leave Entitlements | |
| 530,713 | Long Service Leave | 440,888 |
| \$530,713 | | \$440,888 |

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

| | | |
|----------------|--------------------------------|----------------|
| 2003/04 | | 2003/04 |
| \$ | | \$ |
| 5,135,938 | Land: at cost | 5,135,938 |
| 64,867,023 | Buildings: at cost | 71,815,283 |
| (26,181,853) | Less: Accumulated Depreciation | (27,806,710) |
| 38,685,170 | | 44,008,573 |
| 55,177,571 | Roads: at cost | 56,487,542 |
| (33,013,299) | Less: Accumulated Depreciation | (34,668,626) |
| 22,164,272 | | 21,818,916 |
| 22,212,628 | Drainage: at cost | 22,318,905 |
| (8,385,029) | Less: Accumulated Depreciation | (8,523,858) |
| 13,827,599 | | 13,795,047 |
| 14,583,355 | Footpaths: at cost | 14,823,704 |
| (9,141,330) | Less: Accumulated Depreciation | (9,692,010) |
| 5,442,025 | | 5,131,694 |

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

| 2003/04 | | 2003/04 |
|-----------------------------|---|-----------------------------|
| \$ | | \$ |
| 9,697,909 | Park Development: at cost | 10,619,235 |
| <u>0</u> | Less: Accumulated Depreciation | <u>0</u> |
| 9,697,909 | | 10,619,235 |
| 5,616,228 | Car Park Development: at cost | 5,824,367 |
| <u>(1,633,030)</u> | Less: Accumulated Depreciation | <u>(1,727,180)</u> |
| 3,983,198 | | 4,097,187 |
| 8,293,957 | Other Infrastructure Assets: at cost | 8,861,227 |
| <u>(2,006,485)</u> | Less: Accumulated Depreciation | <u>(2,241,573)</u> |
| 6,287,472 | | 6,619,654 |
| 5,136,314 | Plant and Mobile Equipment: at cost | 5,424,792 |
| <u>(2,273,889)</u> | Less: Accumulated Depreciation | <u>(2,719,424)</u> |
| 2,862,425 | | 2,705,368 |
| 4,207,104 | Office Furniture and Equipment: at cost | 4,326,250 |
| <u>(3,442,553)</u> | Less: Accumulated Depreciation | <u>(3,752,079)</u> |
| 764,551 | | 574,171 |
| 551,173 | Work in Progress – Parks Development | 257,897 |
| 17,361 | Work in Progress – Car Parks | 59,764 |
| 2,666 | Work in Progress – Rights of Way | 0 |
| 152,351 | Work in Progress – Roads | 391,634 |
| 3,391,032 | Work in Progress – Buildings | 15,369 |
| 1,352 | Work in Progress - Drainage | 46,695 |
| 6,438 | Work in Progress – Reserve Lighting | 0 |
| <u>208</u> | Work in Progress – Footpaths | <u>9,641</u> |
| 4,122,581 | Total Work in Progress | 781,000 |
| <u>\$112,973,139</u> | Total Fixed Assets | <u>\$115,286,785</u> |

As per the requirements of AAS36, a management valuation of the freehold Land and Buildings was undertaken on the 30 June 2004. The valuation of \$85,642,829 was based on an assessment of the properties' current market value.

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

9 (b) PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE ASSETS MOVEMENT IN CARRYING AMOUNTS

Movements in the carrying amounts for each class of property, plant, equipment and infrastructure assets between the beginning and end of the current financial year:

| | LAND | BUILDINGS | PLANT & EQUIPMENT | OFFICE FURNITURE & EQUIPMENT | ROADS | FOOTPATHS | DRAINAGE | PARK DEVELOP | CARPARK DEVELOP | OTHER INFRASTRUCT ASSETS | WORK PROGRESS | TOTAL |
|------------------------------------|-----------|------------|-------------------|------------------------------|------------|-----------|------------|--------------|-----------------|--------------------------|---------------|--------------------|
| Balance at beginning of year | 5,135,938 | 38,685,170 | 2,862,425 | 764,551 | 22,164,272 | 5,442,025 | 13,827,599 | 9,697,909 | 3,983,197 | 6,287,472 | 4,122,5 | 112,973,139 |
| Additions | - | 3,572,012 | 613,259 | 119,145 | 1,221,991 | 240,350 | 104,925 | 444,848 | 208,140 | 558,165 | 609,583 | 7,692,419 |
| Transfers | - | 3,376,248 | - | - | 87,980 | - | 1,352 | 476,478 | - | 9,104 | -3,951,162 | 0 |
| Disposals | - | - | -101,731 | - | - | - | - | - | - | - | - | -101,731 |
| Depreciation Expense | - | -1,624,857 | -668,586 | -309,525 | -1,655,327 | -550,681 | -138,829 | - | -94,150 | -235,088 | - | (4,764,951) |
| Carrying Amount at end of the year | 5,135,938 | 44,008,573 | 2,705,368 | 574,171 | 21,818,916 | 5,131,694 | 13,795,047 | 10,619,235 | 4,097,187 | 6,619,654 | 781,002 | 115,286,785 |

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

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) 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.

(b) STRATEGIC WASTE MANAGEMENT RESERVE

This reserve was established in 2001/02 for the investigation and implementation of integrated waste management strategies/programs and initiatives (including secondary waste treatment and costs associated with the redevelopment of Lot 118 Tamala Park).

(c) 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.

(d) 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.

(e) 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.

(f) 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.

(g) LAND AND BUILDING ASSET ACQUISITION RESERVE

This reserve was established from proceeds of sale of land. The purpose of the reserve is to ensure that proceeds of real assets disposed of are restricted to purchase other land and buildings for civic purposes.

(h) CAPITAL RESERVE

This was established in 1995/96 with the allocation of \$1,000,000 from the Infrastructure Account established under the City of Perth Restructuring Act. The reserve exists for future major capital works.

(i) ADMINISTRATION CENTRE RESERVE

This reserve was established for the purpose of providing for major renovation and maintenance/repairs associated with the Administration and Civic Centre.

(j) CARPARKING 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.

(k) ELECTRONIC EQUIPMENT RESERVE

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

(l) AGED PERSONS 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.

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

10 CASH RESERVES (CONT)

(m) LEEDERVILLE OVAL RESERVE

This reserve was established in 1998/99 with the allocation of \$1,000,000 from the Infrastructure Account established under the City of Perth Restructuring Act. The purpose of this reserve is for the redevelopment of Leederville Oval.

(n) 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.

(o) HERITAGE LOW INTEREST LOAN SCHEME 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.

(p) 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 the fleet.

(q) 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.

(r) OFFICE BUILDING RESERVE

This reserve was established at the Ordinary Council meeting of 13 May 2003. It was agreed to establish this new Office Building Reserve for major building upgrade, maintenance, repairs, renovation and replacement of fixtures and fittings associated with the new Department of Sport and Recreation land and building.

(s) PERTH OVAL RESERVE

This reserve was established at the Special Council meeting of 30 October 2001 for the purpose of funding work associated with the maintenance, repairs, upgrade and replacement of Perth Oval buildings, fixtures, fittings and associated land.

(t) PERTH OVAL RESERVE STAGE 2

This reserve was established for the purpose of funding work associated with the redevelopment, maintenance, repairs, upgrade and replacement of Perth Oval Stage 2 project of buildings, fixtures, fittings and associated land.

(u) STATE INDOOR MULTI-USE SPORTS CENTRE RESERVE

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

"For works associated with the maintenance, repairs, alterations, upgrade and replacement of the proposed State Indoor Multi-Use Sports Centre buildings, major plant and equipment, fixtures, fittings and associated land."

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

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

- Administration Centre Reserve
- Land and Building Asset Acquisition Reserve
- Capital Reserve
- Aged Persons Senior Citizens Reserve
- Leederville Oval
- Len Fletcher Pavilion Reserve
- Heritage Low Loan Interest Scheme Reserve
- Strategic Waste Management Reserve
- Perth Oval Reserve
- Perth Oval Reserve Stage 2
- State Indoor Multi-Use Sports Centre Reserve
- Office Building 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 and Equipment Reserve
- Waste Management Reserve
- Underground Power Reserve
- Light Fleet Replacement Reserve

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

10 CASH RESERVES (CONT)

| 2003/04 Actual \$ | | 2004/05 Budget \$ | 2004/05 Actual \$ |
|--|-----------------------------------|-------------------------|-------------------------|
| Beatty Park Leisure Centre | | | |
| 240,301 | Opening Balance 1 July | 210,099 | 131,967 |
| 112,102 | Transfer from Accumulated Surplus | 107,841 | 109,414 |
| (220,436) | Transfer to Accumulated Surplus | (255,122) | (173,602) |
| 131,967 | Closing Balance 30 June | 62,828 | 67,779 |
| Strategic Waste Management | | | |
| 14,313 | Opening Balance 1 July | 26,243 | 15,085 |
| 772 | Transfer from Accumulated Surplus | 11,295 | 11,802 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 15,085 | Closing Balance 30 June | 37,538 | 26,887 |
| Loftus Recreation Centre | | | |
| 156,680 | Opening Balance 1 July | 200,864 | 159,738 |
| 8,374 | Transfer from Accumulated Surplus | 48,629 | 48,815 |
| (5,316) | Transfer to Accumulated Surplus | (10,000) | (10,154) |
| 159,738 | Closing Balance 30 June | 239,493 | 198,399 |
| Loftus Community Centre | | | |
| 45,411 | Opening Balance 1 July | 48,091 | 47,861 |
| 2,450 | Transfer from Accumulated Surplus | 2,405 | 2,256 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 47,861 | Closing Balance 30 June | 50,496 | 50,117 |
| Plant and Equipment Reserve | | | |
| 324,989 | Opening Balance 1 July | 501,293 | 482,054 |
| 219,406 | Transfer from Accumulated Surplus | 219,364 | 224,082 |
| (62,341) | Transfer to Accumulated Surplus | (351,000) | (126,933) |
| 482,054 | Closing Balance 30 June | 369,657 | 579,203 |
| Waste Management Reserve | | | |
| 617,261 | Opening Balance 1 July | 836,661 | 832,742 |
| 215,461 | Transfer from Accumulated Surplus | 220,762 | 217,016 |
| 0 | Transfer to Accumulated Surplus | (260,000) | 0 |
| 832,742 | Closing Balance 30 June | 797,423 | 1,049,758 |
| Land & Building Asset Acquisition | | | |
| 258,117 | Opening Balance 1 July | 273,217 | 272,043 |
| 13,926 | Transfer from Accumulated Surplus | 11,211 | 15,028 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 272,043 | Closing Balance 30 June | 284,428 | 287,071 |
| Capital Reserve | | | |
| 3,451,575 | Opening Balance 1 July | 1,891,087 | 1,732,659 |
| 165,854 | Transfer from Accumulated Surplus | 39,457 | 129,796 |
| (1,884,770) | Transfer to Accumulated Surplus | (1,334,300) | (499,207) |
| 1,732,659 | Closing Balance 30 June | 596,244 | 1,363,248 |

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

| 2003/04 Actual \$ | | 2004/05 Budget \$ | 2004/05 Actual \$ |
|--|-----------------------------------|-------------------------|-------------------------|
| Administration Centre Reserve | | | |
| 216,200 | Opening Balance 1 July | 253,759 | 246,554 |
| 36,959 | Transfer from Accumulated Surplus | 35,370 | 37,727 |
| (6,605) | Transfer to Accumulated Surplus | (46,510) | (20,199) |
| 246,554 | Closing Balance 30 June | 242,619 | 264,082 |
| Carparking Development Reserve | | | |
| 44,409 | Opening Balance 1 July | 77,509 | 77,169 |
| 32,760 | Transfer from Accumulated Surplus | 28,939 | 28,498 |
| 0 | Transfer to Accumulated Surplus | (60,000) | (21,920) |
| 77,169 | Closing Balance 30 June | 46,448 | 83,747 |
| Electronic Equipment Reserve | | | |
| 84,964 | Opening Balance 1 July | 90,957 | 87,789 |
| 54,975 | Transfer from Accumulated Surplus | 23,375 | 24,925 |
| (52,150) | Transfer to Accumulated Surplus | (23,500) | (25,650) |
| 87,789 | Closing Balance 30 June | 90,832 | 87,064 |
| Aged Persons Senior Citizens | | | |
| 1,398,091 | Opening Balance 1 July | 1,767,344 | 1,759,080 |
| 360,989 | Transfer from Accumulated Surplus | 135,091 | 137,790 |
| 0 | Transfer to Accumulated Surplus | (130,000) | 0 |
| 1,759,080 | Closing Balance 30 June | 1,772,435 | 1,896,870 |
| Leederville Oval Reserve | | | |
| 45,368 | Opening Balance 1 July | 47,968 | 47,816 |
| 2,448 | Transfer from Accumulated Surplus | 48,427 | 57,855 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 47,816 | Closing Balance 30 June | 96,395 | 105,671 |
| Len Fletcher Pavilion Reserve | | | |
| 308,241 | Opening Balance 1 July | 316,581 | 315,067 |
| 16,486 | Transfer from Accumulated Surplus | 15,971 | 17,741 |
| (9,660) | Transfer to Accumulated Surplus | 0 | 0 |
| 315,067 | Closing Balance 30 June | 332,552 | 332,808 |
| Heritage Loan Reserve | | | |
| 0 | Opening Balance 1 July | 0 | 0 |
| 0 | Transfer from Accumulated Surplus | 0 | 0 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 0 | Closing Balance 30 June | 0 | 0 |
| Light Fleet Replacement Reserve | | | |
| 2,567 | Opening Balance 1 July | 1 | 0 |
| 100,099 | Transfer from Accumulated Surplus | 150,839 | 150,000 |
| (102,666) | Transfer to Accumulated Surplus | (145,320) | (49,695) |
| 0 | Closing Balance 30 June | 5,520 | 100,305 |

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

10 CASH RESERVES (CONT)

| 2003/04 Actual \$ | | 2004/05 Budget \$ | 2004/05 Actual \$ |
|-------------------------|--|-------------------------|-------------------------|
| | Underground Power Reserve | | |
| 24,930 | Opening Balance 1 July | 26,390 | 26,275 |
| 1,345 | Transfer from Accumulated Surplus | 1,330 | 1,396 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 26,275 | Closing Balance 30 June | 27,720 | 27,671 |
| | State indoor Multi-use Sport Centre Reserve | | |
| 0 | Opening Balance 1 July | 0 | 0 |
| 0 | Transfer from Accumulated Surplus | 1,300,000 | 0 |
| 0 | Transfer to Accumulated Surplus | 35,330 | 0 |
| 0 | Closing Balance 30 June | 1,335,330 | 0 |
| | Perth Oval Reserve | | |
| 0 | Opening Balance 1 July | 73,007 | 72,678 |
| 72,678 | Transfer from Accumulated Surplus | 100,000 | 102,186 |
| 0 | Transfer to Accumulated Surplus | (6,721) | (67,529) |
| 72,678 | Closing Balance 30 June | 166,286 | 107,335 |
| | Perth Oval Reserve Stage 2 | | |
| 0 | Opening Balance 1 July | 0 | 0 |
| 0 | Transfer from Accumulated Surplus | 0 | 500,000 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 0 | Closing Balance 30 June | 0 | 500,000 |
| | Office Building Reserve | | |
| 0 | Opening Balance 1 July | 0 | 0 |
| 0 | Transfer from Accumulated Surplus | 65,085 | 65,000 |
| 0 | Transfer to Accumulated Surplus | 0 | 0 |
| 0 | Closing Balance 30 June | 65,085 | 65,000 |
| \$6,306,577 | Total Cash Reserves at 30 June | \$6,619,329 | \$7,193,015 |

11 CASH ASSETS

| 2003/04 \$ | | 2004/05 \$ |
|--------------------|------------------------|--------------------|
| 6,377 | Cash on Hand | 8,568 |
| 850,885 | Cash at Bank | 1,284,014 |
| 8,923,266 | Short Term Investments | 8,272,135 |
| \$9,780,528 | | \$9,564,717 |

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

| 2003/04 \$ | Investments | 2004/05 \$ |
|--------------------|--|--------------------|
| 6,306,577 | Reserves as shown in Note 10 | 7,193,015 |
| 113,630 | Unspent Grants/Contributions | 42,508 |
| 1,341,865 | Bonds and Deposits Received in Advance | 1,355,034 |
| 7,762,072 | Total Restricted | 8,590,557 |
| 2,018,456 | Total Unrestricted | 974,160 |
| \$9,780,528 | | \$9,564,717 |

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

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 2004

| 2003/04 | | 2004/05 |
|--------------------|--|--------------------|
| \$ | | \$ |
| 4,908,758 | Change in Net Assets Resulting from Operations | 688,284 |
| | Adjustment for items not involving the movement of Cash: | |
| 4,764,951 | Depreciation | 5,277,042 |
| (72,892) | (Gain)/Loss on Sale of Property, Plant and Equipment | (105,189) |
| 9,600,457 | | 5,860,137 |
| | Revenues Provided by: | |
| (721,394) | Government Grants – Operating | (2,245,367) |
| (5,836,134) | Government Grants – Non-Operating | (544,306) |
| (6,557,528) | | (2,789,673) |
| 0 | Change in Operating Assets and Liabilities | |
| 268,329 | Increase/(Decrease) in Provisions | 239,361 |
| 9,540 | Increase/(Decrease) Income Received in Advance | 128,885 |
| 0 | Increase/(Decrease) in Accrued Expenses | (47,800) |
| 0 | Increase/(Decrease) in Bonds | 0 |
| 359,051 | Increase/(Decrease) in Creditors | (717,381) |
| (619,203) | Decrease/(Increase) in Debtors | 510,941 |
| 0 | Decrease/(Increase) in Deferred Assets | 0 |
| 0 | (Decrease)/Increase in Prepaid Receivables | 0 |
| (33,862) | Decrease/(Increase) in Prepayments | (45,911) |
| 49,080 | (Increase)/Decrease in Stock on Hand | 21,918 |
| (246,948) | GST Movement | 119,497 |
| 128,978 | Mindarie Regional Council Rebate | 0 |
| 46,822 | (Increase)/Decrease in Accrued Interest | 33,514 |
| (38,213) | | 243,024 |
| \$3,005,076 | Net Cash Provided by Operating Activities | \$3,313,489 |

(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:

| 2003/04 | | 2004/05 |
|--------------------|------------------------|--------------------|
| \$ | | \$ |
| 6,377 | Cash on Hand | 8,568 |
| 850,885 | Cash at Bank | 1,284,014 |
| 8,923,266 | Short Term Investments | 8,272,135 |
| \$9,780,528 | | \$9,564,717 |

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

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:

WA LOCAL GOVERNMENT SUPERANNUATION PLAN

The Council contributes in respect of certain of its employees to an accumulated benefit superannuation fund established in respect of all Councils in the State. In accordance with statutory requirements, the Council contributes to the WA Local Government Superannuation Plan ("the plan") amounts nominated by the Council. As such, assets are accumulated in the plan to meet members' benefits as they accrue. The audited financial report of the plan as at 30 June 2004, 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.

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 2004, 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 2002 by Mercer Human Resource Consulting Pty Ltd.

The employer contribution rate for contributory members is 14% of salary.

The amount of statutory superannuation contributions paid by the Council during the reporting period was \$747,102. During the 2003/04 year the contributions were \$688,951.

14 EMPLOYEES' REMUNERATION

Number of employees of the Council, in bands of \$10,000, entitled to an annual salary of \$100,000 or more:

| Salary Range \$ | 2004 \$ | 2005 \$ |
|--------------------|------------|------------|
| 100,000-109,999 | - | 3 |
| 110,000-119,999 | - | - |
| 120,000-129,999 | - | - |
| 130,000-139,999 | 1 | - |
| 140,000-149,999 | - | 1 |
| 150,000-159,999 | - | - |

15 EMPLOYEE NUMBERS

| | 2004 \$ | 2005 \$ |
|---|------------|------------|
| The number of full-time equivalent Employees at balance date | 188 | 192 |

16 CONTINGENT LIABILITIES

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

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

17 INTEREST BEARING LIABILITIES

The following new loans were taken up during the year

| Loan Purpose | Loan No | Lender | Date Advanced or Renegotiated | Duration (Years) | Maturity Date | Principal | Interest Rate% | Instalments \$ | Frequency (Periods/Year) | Balance as at 1 July 2004 | Budget Loan Repayment | Principal Repayment During Year Ending 30 June 2005 | Interest Repayment During Year Ending 30 June 2005 | Total Repayment During Year Ending 30 June 2005 | Balance as at 30 June 2005 |
|--------------------|---------|--------------------|-------------------------------|-------------------|---------------|-------------------|----------------------------|----------------|--------------------------|---------------------------|-----------------------|---|--|---|----------------------------|
| Perth Oval Stadium | 1 | W.A. Treasury Corp | 4/7/05 | 4 | 31/8/07 | 4,322,369 | 5.54% | 30,833 | 12 | 4,322,369 | 236,093 | 133,906 | 236,093 | 369,999 | 4,188,463 |
| Office Building | 2 | W.A. Treasury Corp | 1/12/03 | 15 | 1/12/19 | 6,509,470 | 6.48% | 32,833 | 12 | 3,620,750 | 210,648 | - | 379,648 | 379,648 | 6,509,470 |
| Perth Oval Stadium | 3 | Commonwealth Bank | 1/12/03 | 1 | 1/9/04 | 1,579,000 | 5.82% | - | 1 | - | - | 1,579,000 | 2,655 | 1,581,655 | - |
| | | | | | | <u>12,410,839</u> | <u>Loan Liability</u> | | | | | 1,712,906 | 618,396 | 2,331,302 | 10,697,933 |
| | | | | | | | Accrued Interest Loan no 2 | | | | | - | 33,514 | - | 33,514 |
| | | | | | | | | | | | | <u>1,712,906</u> | <u>651,910</u> | <u>2,331,302</u> | <u>10,731,447</u> |
| | | | | | | | Current Liability | | | | | | | | 196,862 |
| | | | | | | | Non Current Liability | | | | | | | | 10,534,585 |
| | | | | | | | Total Loan Liability | | | | | | | | <u>10,731,447</u> |

Note: The bank loans are secured by mortgages over the property and the revenue of the Council.

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

18 OPERATING LEASE COMMITMENTS

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

| 2003/04 | | 2004/05 |
|-----------------|--|-----------------|
| \$ | | \$ |
| 26,282 | Not longer than one year | 30,638 |
| 27,771 | Longer than one year and not longer than two years | 19,872 |
| 10,885 | Longer than two years and not longer than five years | 13,687 |
| - | Longer than five years | - |
| \$64,938 | | \$64,197 |

At the reporting date the Town of Vincent has no obligations for other finance lease commitments.

19 TRUST FUNDS

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

| 2003/04 | | 2004/05 |
|-----------------|------------------------|-----------------|
| \$ | | \$ |
| 20,695 | Opening Balance | 23,435 |
| | Receipts | |
| - | Unclaimed Monies | - |
| - | Total Receipts | - |
| | Payments | |
| 2,740 | Unclaimed Monies | 3,170 |
| 2,740 | Total Payments | 3,170 |
| \$23,435 | Closing Balance | \$26,605 |

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.

20 INTEREST IN REGIONAL COUNCIL

The Mindarie Regional Council was formally constituted in December 1987. The Town of Vincent, along with the Cities of Perth, Wanneroo, Joondalup, Stirling and Towns of Victoria Park and Cambridge, is a member of the Mindarie Regional Council. The primary function of the Regional Council under the constitution agreement is for the orderly and efficient treatment and/or disposal of waste.

The Town of Vincent has a one twelfth (1/12) equity in the land and assets of the refuse disposal facility as per the constitution amendment (dated 25 November 1996) that recognises the Town as a member of the Mindarie Regional Council. The net assets of Mindarie Regional Council as at 30 June 2005 unaudited accounts were \$5,053,706.

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

21 FEES AND CHARGES BY PROGRAMME

| Programme | 2003/04 | 2004/05 |
|-----------------------------|--------------------|--------------------|
| | \$ | \$ |
| Governance | 3,720 | 6,738 |
| General Purpose Funding | 96,887 | 137,615 |
| Law Order and Public Safety | 42,420 | 96,621 |
| Health | 77,559 | 86,780 |
| Education and Welfare | 32,203 | 45,647 |
| Community Amenities | 314,701 | 403,961 |
| Recreation and Culture | 4,217,732 | 4,846,950 |
| Transport | 1,322,711 | 2,048,210 |
| Economic Services | 243,523 | 210,230 |
| Other Property and Services | 28,096 | 25,069 |
| General Administration | - | 531 |
| | \$6,379,553 | \$7,908,352 |

22 MEMBERS' FEES AND ALLOWANCES

| | Fee | Budget | Actual |
|--|------------|-----------------|-----------------|
| | \$ | 2004/05 | 2004/05 |
| | | \$ | \$ |
| Annual Meeting Fee (Section 5.99) | | | |
| Mayor | 12,000 | | |
| Councillors (8) | 6,000 | 60,000 | 58,956 |
| Total Annual Meeting Fee | | \$60,000 | \$58,956 |
| Annual Allowance (Section 5.98 (5)(b)) | | | |
| Mayor | 40,960 | 40,960 | 42,882 |
| Deputy Mayor | 10,175 | 10,175 | 10,175 |
| Total Annual Allowance | | \$51,135 | \$53,057 |
| Prescribed Expense Reimbursement (Section 5.98 (2)) | | | |
| Telephone Rental/Call Connection/Reconnection | | 18,000 | 15,379 |
| Travelling Expenses | | 2,600 | 1,064 |
| Child Care | | 3,000 | 1,439 |
| Stationery | | 3,500 | 752 |
| Other expenses | | 3,500 | - |
| Total Expense Reimbursement | | \$30,600 | \$18,634 |

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

23 STATEMENT OF RATING INFORMATION

| Actual 2003/04 \$ | | Rateable Value \$ | Rate in Dollar Cents | Budget 2004/05 \$ | Actual 2004/05 \$ |
|----------------------------|--|-------------------------|----------------------------|-------------------------|-------------------------|
| RATE REVENUE | | | | | |
| Gross Rental Values | | | | | |
| | General Rate | | | | |
| 12,022,156 | 12,405 Assessments | 152,464,381 | 8.24 | 12,563,065 | 12,614,213 |
| | Minimum Rate | | | | |
| 681,461 | 1552 Assessments @ \$464 | 7,312,742 | @464 | 720,128 | 720,592 |
| 172,138 | Interim Rates | | 8.24 | 165,000 | 27,585 |
| 23,322 | Back Rates | | Various | 30,000 | (22,764) |
| 12,899,077 | Total General Rates Levied | 159,777,123 | | 13,478,193 | 13,339,626 |
| | Ex Gratia Rates | | | | |
| 51,778 | 59 Assessments | 643,992 | 8.24 | 52,000 | 53,942 |
| 12,950,855 | | 160,421,115 | | 13,530,193 | 13,393,568 |
| (23,557) | Less Rates Written-Off | | | (20,000) | (25,265) |
| 12,927,298 | Total Amount Made Up From Rates | | | 13,510,193 | 13,368,303 |
| | Plus Non-Payment Penalties | | | | |
| 46,938 | Instalment Interest @ 5.5% | | | 47,000 | 50,268 |
| 70,877 | Penalty Interest @ 11% | | | 60,000 | 60,898 |
| 40,140 | Administration Charge – \$4 per instalment | | | 40,000 | 43,308 |
| 20,335 | Legal Costs Recovered | | | 5,000 | 27,682 |
| 13,105,588 | | | | \$13,662,193 | \$13,550,459 |

Council issued rates on 3 August 2004, with payment to be made either in full by 7 September 2004 (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 Installment 15 September 2003
- Second Installment 17 November 2003
- Third Installment 16 January 2004
- Fourth Installment 13 March 2004

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

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:

| | Average Interest Rate % | Variable Interest Rate \$ | Fixed Interest Rate Less Than 1 Year \$ | Fixed Interest Rate 1 Year to 5 Years \$ | Fixed Interest Rate More than 5 Years \$ | Non-Interest Bearing \$ | Total \$ |
|------------------------------|----------------------------------|------------------------------------|--|---|---|-------------------------------|-------------|
| 2005 | | | | | | | |
| Financial Assets | | | | | | | |
| Cash | 5.4 | | 1,292,582 | | | | 1,292,582 |
| Rate Receivables | 8.42 | 188,409 | | | | | 188,409 |
| Other Receivables | | | | | | 1,280,963 | 1,280,963 |
| Investments | 5.62 | | 8,272,134 | | | | 8,272,134 |
| | | 188,409 | 9,564,716 | - | - | 1,280,963 | 11,034,088 |
| Financial Liabilities | | | | | | | |
| Trade Payables | | | | | | 2,182,742 | 2,182,742 |
| Loans | | | 196,862 | 873,100 | 9,661,485 | | 10,731,447 |
| | | - | 196,862 | 873,100 | 9,661,485 | - | 12,914,189 |
| 2004 | | | | | | | |
| Financial Assets | | | | | | | |
| Cash | 4.50 | - | 857,262 | | | | 857,262 |
| Rates Receivables | 8.42 | 324,836 | | | | | 324,836 |
| Other Receivables | | | | | | 1,676,241 | 1,676,241 |
| Investments | 5.07 | - | 8,923,266 | | | | 8,923,266 |
| | | 324,836 | 9,780,528 | - | - | 1,676,241 | 11,781,605 |
| Financial Liabilities | | | | | | | |
| Trade Payables | | - | | | | 2,711,265 | 2,711,265 |
| Loans | | | 1,725,630 | 4,291,524 | 3,551,786 | | 9,568,941 |
| | | - | 1,725,630 | 4,291,524 | 3,551,786 | 2,711,265 | 12,280,206 |

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

Credit Risk

Credit Risk refers to the risk that counterparty will default on its contractual obligations resulting in financial loss to the Council. The Council has adopted the policy of only dealing with credit-worthy 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

| 2003/04 | | 2004/05 |
|----------------|-------------------------------|----------------|
| \$ | | \$ |
| 9,100 | Auditing the Financial Report | 6,300 |
| <u>\$9,100</u> | | <u>\$6,300</u> |

26 STOCK

| 2003/04 | | 2004/05 |
|------------------|----------------------------|------------------|
| \$ | | \$ |
| 80,624 | Stock held at the Depot | 79,973 |
| 143,512 | Retail Stock – Beatty Park | 122,245 |
| <u>\$224,136</u> | | <u>\$202,218</u> |

27 FINANCIAL RATIOS OF THE ACCOUNTS

| | 2003 | 2004 | 2005 |
|---|--------|--------|--------|
| a) Current Ratio | | | |
| (current assets minus restricted assets) | _____ | | |
| (current liabilities minus liabilities associated with restricted assets) | _____ | | |
| | 1.71:1 | 1.06:1 | 1.19:1 |
| Purpose: To assess ability to meet current commitments. | | | |
| b) Debt Ratio | | | |
| total liabilities | _____ | | |
| total assets | _____ | | |
| | 2.86% | 10.87% | 11.43% |
| Purpose: To identify the exposure of the Town to debt, and as an indicator of the solvency of the Town. | | | |
| c) Outstanding Rates Ratio | | | |
| rates outstanding | _____ | | |
| rates collectable | _____ | | |
| | 3.67% | 3.42% | 2.21% |
| Purpose: To assess rate collection. | | | |

Notes to and forming parts of the Financial Statements

for the year ended 30 June 2005

| | | | | |
|----|--|--------|--------|--------|
| d) | Rate Coverage Ratio | | | |
| | $\frac{\text{net rate revenue}}{\text{operating revenue}}$ | | | |
| | | 52.30% | 45.85% | 48.90% |
| | Purpose: To assess the dependence on rate income. | | | |
| e) | Debt Service Ratio | | | |
| | $\frac{\text{debt service cost}}{\text{available operating revenue}}$ | | | |
| | | N/A | 1.60% | 8.71% |
| | Purpose: To assess the capacity of the Town to meet total debt commitments from rate income. | | | |

28 BUDGET COMPARISONS

| | 2005 Budget \$ | 2005 Actual \$ |
|--|-------------------------------|-------------------------------|
| a) Non-Operating Income and Expenditure | | |
| The following non-operating income and expenditure and movements to and from reserve accounts are not included in the operating statement. | | |
| Non Operating Income | | |
| Proceeds on sale of assets | 1,545,770 | 206,920 |
| Transfers from Reserves | 2,629,742 | 994,889 |
| Non Operating Expenditure | | |
| Transfer to Reserves | 2,311,000 | 1,881,328 |
| Capital Acquisitions | | |
| Land and Buildings | 72,000 | 3,572,012 |
| Plant and Equipment | 784,310 | 613,259 |
| Furniture and Equipment | 120,260 | 119,145 |
| Infrastructure Assets | 3,627,700 | 2,778,450 |
| Work in Progress | 0 | 609,583 |

b) Net Current Asset Position

The net current asset position balance carried forward from the previous financial year after adjustment for Restricted Assets for the purpose of the 2004/05 budget was \$2,699,081.

The actual net current asset position balance shown in the audited financial report as at 30 June 2004 and after adjustment for Restricted Assets was \$1,956,529.

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

29. IMPACT OF ADOPTING AUSTRALIAN EQUIVALENTS TO INTERNATIONAL FINANCIAL REPORTING STANDARDS (AIFRSs)

The Council will report for the first time in compliance with AIFRSs in the annual financial report for the year ended 30 June 2006 (that is the year commencing 1 July 2005). The annual financial report for the year ended 30 June 2005 will be prepared in accordance with Australian Accounting Standards and other financial reporting requirement (Australian GAAP).

The transition to the AIFRSs has been managed via a process of education which includes technical training and liaison with Council's auditors and industry groups. This has included a review of AIFRSs to determine the effect on the Council's existing accounting policies and treatments. The majority of the AIFRSs transitional adjustments will be made retrospectively against opening retained earnings on 1 July 2004. Transitional adjustment relating to those standards for which comparatives are not required will only be made with effect from 1 July 2005.

The following areas have been identified as requiring assessment for impact of AIFRSs on the Council's current accounting policies and treatments. They should not be taken as an exhaustive list.

Property, Plant and Equipment, Infrastructure Assets

Each class of property, plant and equipment and infrastructure assets can be valued at either cost or fair value. The Council expects to adopt the existing policy and therefore it is not anticipated any adjustments will be necessary.

Employee Benefits

The treatment for long service leave under the AIFRSs remains unchanged for the measurement of long service leave entitlements under current Australian GAAP. AIFRSs requires non-current annual leave entitlements to be measured as present value. Under Australian GAAP non-current annual leave entitlements are currently measure at the amount the Council expects to pay.

It is not anticipated any such adjustment will be significant.

Notes to and forming parts of the Financial Statements for the year ended 30 June 2005

Impairment of Assets

Assets are tested for impairment where an impairment trigger (per AIFRSs) has occurred. To the extent any impairment is determined, this will be recognised immediately in the operating statement.

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

Assets may be considered impaired in one reporting period and not in subsequent periods. Therefore, it is not practicable to determine the impact of the change in accounting policy for future financial reports as any impairment or reversal thereof will be affected by future conditions.

Financial Assets and Financial Liabilities

Under current Australian GAAP, financial assets and financial liabilities are recognised at cost, at fair value, or at net market value.

On adoption of AIFRSs, the Council will be required to classify these financial instruments into various specified categories, this being loans and receivables, held to maturity investments, trading assets or available for sale of assets. It is anticipated, based on definitions contained within AIFRSs, most of the Council's financial assets and liabilities will fall into loans and receivables category and will be measured at their initial recognition amount.

Based on review performed to date, it is not anticipated any such adjustments will be significant.

Such financial assets will be subject to annual impairment testing and to the extent any impairment testing is determined, it will be recognised immediately in the operating statement.

Investment Property

Investment property is valued at either cost or fair value on adoption of AIFRSs. Investment property at fair value should reflect market conditions at each reporting date.

It is not anticipated any adjustments will result from the above approach. If they do, they will be recognised against opening retained earnings or past revaluation reserves in the balance sheet.

Cash Flow Statement

There is no material differences between the cash flow statement presented under AIFRSs and the cash flow statement presented under current Australian GAAP.

30. ECONOMIC DEPENDENCY

A significant portion of revenue is received by way of grant from the State and Federal Government. The total of grant revenue from government sources is disclosed in Note 12a.



TOWN OF VINCENT

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

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

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

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

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

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

THE DIAMOND SHAPE – symbolising strength and prosperity.

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



TOWN OF VINCENT

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