



# Annual Report 2009-2010

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TOWN OF VINCENT

# TOWN OF VINCENT

'Enhancing and celebrating our diverse community'

## Our Vision

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

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

## Our Purpose

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

Our purpose is:

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

## Our Guiding Values

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

### **Excellence & Service**

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

### **Honesty & Integrity**

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

### **Caring & Empathy**

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

### **Innovation & Diversity**

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

### **Teamwork & Commitment**

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

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

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

### Natural and Built Environment

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

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

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

### Economic Development

*Progress economic development with adequate financial resources*

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

### Community Development

*Enhance community development and well-being*

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

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

### Leadership, Governance and Management

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

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

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

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

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

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On the cover and above: Built in 1907 and designed by Hillson Beasley in the Federation Free Classical style, the former North Perth Police Station in Angove Street was purchased by the Town for use as a community facility.

# MAYOR'S REPORT



## Mayor Nick Catania

Elected May 2001  
Re-elected 2003 & 2007

Your Town has had another busy year with a number of projects being finalised and new initiatives introduced over the 2009-2010 financial year. It is gratifying to report that your Town has been busy delivering the services and facilities

that we can all enjoy through our regular programmes whilst also ensuring that the long-term sustainability of our Town is addressed through strategic planning.

### Global Economy

The after-effects of the Global Financial Crisis have had some impact upon your Town, though these have been minimised due to our prudent economic management. Although we, and Australia in general, weathered the turbulent world economic conditions well, a number of local issues have had financial impacts on our Town. The major impost on your Town's finances in the preceding and following financial years are the utility costs (electricity, gas and water) and also the increased costs associated with waste disposal. Soon after the end of this financial year the Town and all member councils of the Mindarie Regional Council were faced with a major issue which has since resulted in the City of Stirling withdrawing from the regional council (pending ministerial approval and other administrative matters). At the time of writing this report the impact of this decision on the Town's finances was not known but rest assured that your Town will do all possible to try to ensure that this development does not materially impact upon local families and businesses.

### Local Government Structural Reform

As reported last year, in February 2009 the Minister for Local Government, the Hon. John Castrilli MLA, announced that the local government sector in Western Australia needed to be reviewed and announced a series of reform strategies. The Town embraced the process and submitted its final report to the Minister in September 2009. As your Town is sustainable in its current form (receiving a No. 1 Ranking), and has the strategic planning in place to cater to the changing needs of our community in years to come, our Town will continue to participate in structural reform.

### Beatty Park Redevelopment

I am delighted that in March 2010 the Town was allocated \$2.5 million from the State Government towards the redevelopment of the iconic Beatty Park Leisure Centre. The State recognised the unique place that Beatty Park has in our State's sporting history and

also the status that it continues to hold today in developing the swimming talents of not only those first learning to swim but also of our elite athletes. The monies from the State (from the Community Sports and Recreation Facility Fund) are a major contribution towards the redevelopment of this incredibly popular aquatic facility. The \$2.5 million will be used to upgrade existing infrastructure including the outdoor pools, pipes and plant room.

It is very disappointing that our applications for Federal funding have not been fruitful. Your Town continues to explore all funding opportunities to help deliver a modern and dynamic leisure facility that not only meets the ongoing needs of patrons but is a viable long-term asset for our Town.

### Leederville Masterplan

Planning has been continuing on the Leederville Masterplan – a blueprint for sustainable urban development – and it is envisioned that the new financial year will see upgraded plans released. The Masterplan is designed to facilitate a holistic future direction for the vibrant and cosmopolitan inner-city hub which is Leederville. The Masterplan will see the area develop to meet its potential whilst retaining the character and flair that the area is renowned for.

### Upgrades

This year saw the continued upgrade of a number of popular areas and numerous facilities within Vincent including a new playground in Hyde Park and accessible facilities at Beatty Park Pavilion (both projects were funded through the Federal Government's Regional and Local Community Infrastructure Programme), the upgrade of Forrest Park Pavilion and Clubrooms and the premises occupied by the Highgate Forrest Park Playgroup. In late 2009 the Hyde Park Stage was completed in time for the summer events and I was delighted to officially open the stage at the Community BBQ in December. My thanks to North Perth Rotary Club for their contribution to the stage project.

It was with great pleasure that I officially opened the Vincent Wetlands Heritage Trail in January 2010. The trail links many of Vincent's parks and points of interest while following the existing and former wetlands. The spirit of the trail is to encourage reflection on our natural and cultural history and your Town has gone to great efforts to deliver a trail that contributes to this goal. A podcast tour of Hyde Park is available along with talking rocks in various locations, guides to local birdlife and information on the trees of Vincent.

A dedicated website ([www.vincentwetlands.com.au](http://www.vincentwetlands.com.au)) provides an invaluable resource on the history of the wetlands and the places of interest along the trail and our team has embraced the wetlands theme in our school holiday programmes.

## Partnerships

The Town has continued to seek funding from the State and Federal Governments and also enter into partnerships with local institutions to help us deliver the services and facilities desired by our community.

The redevelopment of ME Bank Stadium (renamed nib Stadium on 1 July 2010) is another step closer with the State Government allocating \$82.5 million to the project in the 2010-2011 Budget. Rugby WA secured State funding to deliver minor upgrades in time for the 2010 rugby season (the Western Force moved to the stadium in February 2010) and the crowd which has been turning out for each rugby (union and league) and soccer match has reconfirmed the need for a dedicated rectangular stadium – and our stadium is the obvious choice as it is home to both Perth Glory Football Club and the Emirates Western Force (there is also strong indication that should a NRL team start up in Perth that our stadium would be the ideal home-ground).

It is with great pride that I can report on our continued mutually beneficial relationship with the North Perth Community Bank. The bank continues to sponsor a number of events and awards (including the Employee of the Month Award), and the \$120,000 that they provided enabled us to purchase a 22-seat community bus (available for hire by community groups and agencies). The bank is also continuing its commitment to helping fund the restoration of Hyde Park Lakes and their donation of \$50,000 has been greatly appreciated.

This year your Town also purchased the former North Perth Police Station site and we are looking forward to partnering with an organisation to deliver a community facility that will be a great asset for Vincent.



North Perth Community Bank Board Member Izzi Messina and Mayor Nick Catania with the community bus that the Town was able to purchase with a donation from the bank.



The Hon. Colin Barnett MLA, Premier of Western Australia, Mayor Nick Catania and the Hon. Terry Waldron MLA, Minister for Sport and Recreation on-site at ME Bank Stadium following the announcement that the State had allocated \$82.5 million in the 2010-2011 Budget to the redevelopment of the stadium.

## Hyde Park Update

This year the Masterplan for the Restoration of Hyde Park Lakes was finalised, securing the future of one of our State's iconic and historic attractions. The Masterplan will see the lakes retain their ornamental features whilst the long-term sustainability and ongoing viability of the lakes is also addressed by taking a holistic approach to the restoration of the lakes – from visual amenity to environmental implications.

I am also very pleased that the Town secured \$2 million in Federal funds (from the National Water Security Plan for Cities and Towns Programme) to assist with the restoration plans. The monies will be used to help the Town address and rectify the environmental and water quality issues which have plagued the lakes for decades. Hyde Park was established in 1898 and the lakes are an important part of the tranquil atmosphere, providing a place for peaceful contemplation amongst the local fauna and flora. The restoration will provide a secure habitat for the waterbirds and aquatic animals while lowering water use which will be achieved through natural systems that improve water quality.

## Community Events

It gives me a huge sense of satisfaction (both professional and personal) to be involved in so many wonderful community events each year. It is always great to see so many from our diverse community getting together to celebrate the enviable Vincent lifestyle and our events and programmes are a great reflection of our community's spirit.

Each year there is an exceptional calendar of events that takes into account the various aspects of our community and embrace all of us – the annual Christmas Community BBQ is a great day out, this year's ANZAC Day commemoration was an overwhelming expression of solidarity as almost a thousand people paid their respects to the fallen and the serving, the school holiday programmes were great successes, Harmony on Hyde showcased our amazing diversity and Beatty Park's activities continue to draw

crowds. The Library and Local History Centre delivered a great programme of events and the Summer Concerts proved popular again. The Talks at the Town programme (art talks and workshops) and Visions of Vincent Photographic Workshops shone a light on the artistic flair evident in Vincent and the Film Project Screening was a highlight. As always it was a pleasure to enjoy the camaraderie of the Carers' Lunch and to be invited to share in so many community celebrations.

The North Perth Cappuccino Festival in November 2009 and Leederville Carnivale in March 2010 were phenomenal triumphs and Angove Street and Oxford Street respectively lit up and showcased all that Vincent is renowned for – great café culture, inspiring artists and performers, unique retailers, fantastic food and a tremendous sense of community fun and cohesion. These successes, and those of previous street festivals, have been the impetus for the creation of more street festivals across our Town Centres and the new year will see a Beaufort Street Festival and one in William Street (our Chinatown, for want of a better name).

As in previous years I was very pleased to be included in the community safety initiatives (including the launch of the Party Bus Registration and Code of Conduct) and also in the award-winning Vincent Accord. It was gratifying to see the Accord take out the 2010 National Award for Local Government Excellence in Alcohol Management.

Once again it was a busy year in terms of awards and competitions – including the Vincent Improved Access (VIA) Awards, Film Project, Local History Awards and Garden Competition. The participation by the Vincent community members shows how strong our community spirit is.

### The Next Twelve Months

I would like to take this opportunity to thank the outgoing Council Members and welcome your new elected representatives. The 2009 election saw Taryn Harvey, Josh Topelberg, Warren McGrath and Matt Buckels join us. I express my thanks for their dedicated service to the Vincent community over the years to Helen Doran-Wu, Izzi Messina and Ian Ker.

With several major projects moving ahead in the next year – including the Redevelopment of Beatty Park Leisure Centre, Restoration of Hyde Park Lakes, ME Bank Stadium Upgrade and the implementation of the Leederville Masterplan – your Town will continue to deliver the services and facilities that our community desires. Although there will no doubt be some challenges ahead (with global economic recovery still tentative, local and national impacts such as utility and other charges and any new policies and programmes being introduced as a result of the upcoming Federal Election), your Town will continue to manage our funds in the most prudent manner, ensure that long-term planning reflects best practice and move ahead in developing services and projects for our community.

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

On behalf of the Council, residents and ratepayers of the Town, I would like to say thank you to Chief Executive Officer John Giorgi, the employees in the CEO's Directorate, Directors Rob Boardman, Mike Rootsey and Rick Lotznicker and the Town's Officers for their hard work during the last twelve months. It is reassuring to know that the administration of your Town is in good and most capable hands. I appreciate the professionalism and dedication of all of the Town's employees in helping to create a sustainable and enviable municipality that we can all be proud to call our own.

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



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



The Town was pleased to host the celebration for the National Day of Macedonia in September. Honorary Macedonian Consul Zoran Coseski and Mayor Nick Catania greeted guests on arrival.

# CHIEF EXECUTIVE OFFICER'S REPORT



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

## Awards

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

The Town was a winner in the National Awards for Local Government Excellence in the Alcohol Management category for the Vincent Liquor Accord. The Award recognises councils who work collaboratively with their community to respond to local alcohol issues.

The Loftus Centre redevelopment saw the Town become a finalist in the WA Sport and Recreation Industry Awards 2009 in the category of Best Revitalisation of an Existing Facility.

A High Commendation in the Community Injury Prevention category from the Injury Control Council of Western Australia for the Vincent Accord Programme was also obtained.

Beatty Park Leisure Centre was a finalist in the Local Government Award category of the Disability Services Commission's Count Us In Awards 2009 for the Angelfish Programme. The Swim School was also recognised for the work it does for people with disabilities at the Swim Australia Annual Awards and took out the prize for Outstanding Community Service for the Angelfish Programme.

## Local Government Structural Reform

The Town prepared its submission in-house and this was adopted by the Council on 22 September 2009. It is most pleasing to advise that on 23 July 2009 the Town received a report from the Department of Local Government which provided the Town with a No. 1 Ranking. This means "that there is existing organisational and financial capacity to meet the current and future community needs. Local governments should still consider reform opportunities which enhance service provision to local and regional communities".

## Organisational Management

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

### Internal Organisational Review

The review was completed by 30 April 2009 and reported to Council on 8 September 2009, 9 March 2010 and 8 June 2010.

Almost all of the IRO recommendations, as reported to the Ordinary Meeting of Council held on 8 June 2010, have been successfully implemented.

### Development Approval Process

The Local Government Structural Reform Checklist Feedback highlighted that there were delays in the Development Approval Process. Therefore a review of the Development Approval/Building Approval Process was carried out with the aim to streamline the process and ensure applications are processed in a more timely manner.

At the Ordinary Meeting of Council held on 9 March 2010 the Council approved of minor delegations being approved by the Administration which has assisted in the process.

A number of recommendations have been implemented over the previous 12-month period.

### Governance and Compliance

It is pleasing to report that the Town again experienced no governance or compliance issues, as reported to the Department of Local Government in the Annual Compliance Return 2010. In addition, all auditors' reports were positive and did not identify any major concerns. It is considered that the governance and statutory compliance of the Town is at a very high standard.

### Local Government Better Practice Review

The Town participated in a pilot programme with the Department of Local Government (DLG) to conduct a Better Practice Review of Administration and Governance procedures. The DLG made twenty-five recommendations which are currently being considered. The matter was reported to the Council Member Forum on 22 June 2010. The DLG also commented: "The DLG Review Team concluded that the Town is performing at a high level with effective operational practices, that means it is well placed to meet future challenges".

### Plan for the Future/Strategic Plan

The Strategic Plan forms the basis of the Town's strategic direction and includes many of the Annual Capital Works Programmes and provides guidance for the Administration. The Plan for the Future/Strategic Plan was progressively implemented during the year and quarterly reports were submitted to the Council.

### Council Policies

A review of the Policy Manual continued with thirteen policies being reviewed and eight new policies being adopted.

### Delegated Authority Register

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

### Local Laws

The review was carried out in-house and completed in 2009. The *Local Government Act* statutory review will therefore not be necessary for another eight years.

### Economic Development Strategy

#### *2.1 Progress economic development with adequate financial resources*

At the time of writing this report the Town had engaged consultants to carry out a review of the existing strategy and the Town is on-track to complete the project by December 2010.

### Infrastructure Development

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

#### Leederville Masterplan

##### *2.1.7 Implement the Leederville Masterplan*

This matter was originally reported to the Special Meeting of Council held on 2 July 2008. During the review period a number of studies and strategies were progressed and/or finalised. At the Special Meeting of Council held on 16 March 2009 the Council resolved to defer the calling for Expressions of Interest due to the Global Financial Crisis.

At the time of writing this report, the matter was being further reviewed.



ME Bank Stadium is set for a multi-million dollar revamp. The stadium is home to the Emirates Western Force and Perth Glory Football Club. NRL matches are also played on-site and would be the ideal home-ground should a local team enter the league.

### Multi-Purpose Rectangular Sports Stadium – ME Bank Stadium (renamed nib Stadium 1 July 2010) Rectangular Sports Stadium - Stage 2

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

Interim upgrade works were carried out at the stadium from October 2009 to February 2010 to facilitate the Western Force Super 14 Series. These works were completed within the prescribed period. As reported to the Council, the Western Force incurred considerable costs due to unforeseen expenses.

In January 2009 the Town announced its plans for the major redevelopment of ME Bank Stadium Stage 2 at an estimated cost of \$73 million. Numerous meetings have been held with the various stakeholders including the Minister for Sport and Recreation, Department of Sport and Recreation, Rugby WA, Perth Glory Football Club and the Town's stadium manager Allia Venue Management.

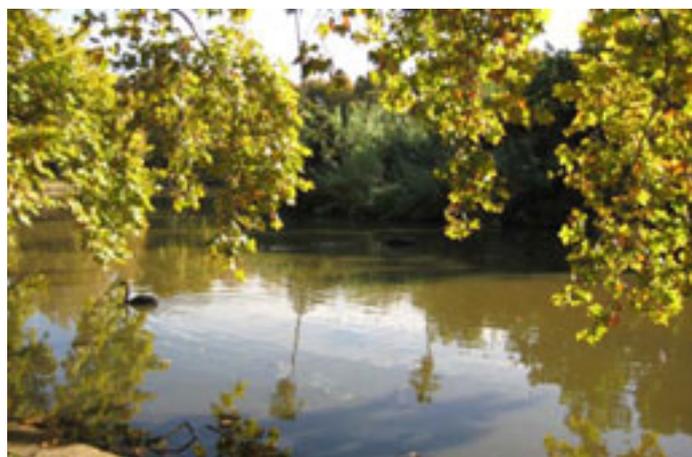
On 21 May 2010 the State Government announced a \$82.5 million redevelopment of the stadium. At the time of writing this report the Town was awaiting a response from the State Government concerning lease terms and conditions.

### Regional Councils

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

#### Tamala Park Regional Council

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



Hyde Park Lakes continue to be a prime habitat for waterbirds and aquatic animals. A Masterplan for the lakes' restoration has been finalised which will see the lakes restored to their former beauty whilst addressing key environmental issues.

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

### Mindarie Regional Council

The Mindarie Regional Council (MRC), of which the Town is a member along with the Towns of Cambridge and Victoria Park and Cities of Stirling, Perth, Joondalup and Wanneroo, purchased 100 hectares of land at Neerabup as a site to contain the proposed secondary waste treatment plant. The MRC approved of a tender for the construction and operation of its refuse resource facility (RRF) at Neerabup. The RRF was completed in June 2009 and commenced operations shortly thereafter.

A major problem occurred in late 2009 with a crack in the main tumbler, resulting in a shutdown for three months. This did not directly affect the Town and repairs were carried out by the facility operator.

In April 2010 the City of Stirling commenced Supreme Court action against the MRC and member councils. The matter was reported to Council on 11 May and 8 and 22 June 2010. At the time of writing this report the City of Stirling had resolved to exit the MRC and all legal action was discontinued with the member councils assisting Stirling in their withdrawal.

### Appreciation

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



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



Almost 1,000 people joined the Town to commemorate ANZAC Day at Axford Park on 25 April. Guests included Federal Member for Curtin the Hon. Julie Bishop MP, Local Member for Perth John Hyde MLA and members of the Mount Hawthorn RSL.

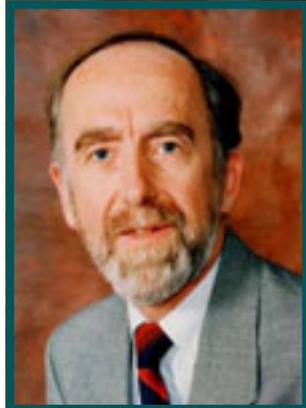
# YOUR COUNCILLORS

## SOUTH WARD



**CR ANKA BURNS**

Elected 2007-2011



**CR IAN KER**

Elected 1995  
Re-elected 1997, 2001  
& 2005  
Retired 2009

## NORTH WARD



**CR MATT BUCKELS**

Elected 2009-2013



**CR HELEN DORAN-WU**

Elected 2001  
Re-elected 2005  
Retired 2009



**CR SALLY LAKE**

Deputy Mayor  
Elected 2003  
Re-elected 2007-2011



**CR WARREN MCGRATH**

Elected 2009-2013



**CR STEED FARRELL**

Elected 2003  
Re-elected 2007-2011



**CR TARYN HARVEY**

Elected 2009-2011



**CR IZZI MESSINA**

Elected 2005  
Retired 2009



**CR JOSH TOPELBERG**

Elected 2009-2013



**CR DUDLEY MAIER**

Elected 2005  
Re-elected 2009-2013



**CR NOEL YOUNGMAN**

Elected 2007  
Resigned 2009

# COUNCIL INFORMATION

## Council Meetings

Council Meetings were held at 6.00pm on the second and fourth Tuesday of each month (except October, November and December 2009 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              | 22   | 20                                 | 2         |                  | 5   | 5                                 |           |                  |
| Cr Matt Buckels**               | 15   | 15                                 |           |                  | 2   | 2                                 |           |                  |
| Cr Anka Burns                   | 22   | 20                                 | 1         | 1                | 5   | 4                                 |           | 1                |
| Cr Helen Doran-Wu*              | 7  | 6                                  |           | 1                | 3   | 2                                 | 1         |                  |
| Cr Steed Farrell                | 22   | 18                                 | 1         | 3                | 5   | 3                                 | 2         |                  |
| Cr Taryn Harvey**               | 15   | 14                                 | 1         |                  | 2   | 2                                 |           |                  |
| Cr Ian Ker*                     | 7  | 6                                  |           | 1                | 3   | 3                                 |           |                  |
| Cr Sally Lake<br>(Deputy Mayor) | 22   | 22                                 |           |                  | 5   | 5                                 |           |                  |
| Cr Warren McGrath**             | 15   | 15                                 |           |                  | 2   | 2                                 |           |                  |
| Cr Dudley Maier                 | 22   | 22                                 |           |                  | 5   | 5                                 |           |                  |
| Cr Izzi Messina*                | 7  | 6                                  | 1         |                  | 3   | 3                                 |           |                  |
| Cr Joshua Topelberg**           | 15   | 15                                 |           |                  | 2   | 2                                 |           |                  |
| Cr Noel Youngman#               | 3  | 2                                  | 1         |                  | 2   | 2                                 |           |                  |

| MEMBERS                      | FORUMS ENTITLED TO ATTEND | FORUMS ATTENDED | LEAVE OF ABSENCE | APOLOGIES |
|------------------------------|---------------------------|-----------------|------------------|-----------|
| Mayor Nick Catania           | 7                         | 3               | -                | 4         |
| Cr Matt Buckels**            | 6                         | 6               | -                | -         |
| Cr Anka Burns                | 7                         | 5               | 1                | 1         |
| Cr Helen Doran-Wu*           | 1                         | 1               | -                | -         |
| Cr Steed Farrell             | 7                         | 1               | -                | 6         |
| Cr Taryn Harvey**            | 6                         | 6               | -                | -         |
| Cr Ian Ker*                  | 1                         | 1               | -                | -         |
| Cr Sally Lake (Deputy Mayor) | 7                         | 7               | -                | -         |
| Cr Warren McGrath**          | 6                         | 5               | -                | 1         |
| Cr Dudley Maier              | 7                         | 7               | -                | -         |
| Cr Izzi Messina*             | 1                         | 1               | -                | -         |
| Cr Joshua Topelberg**        | 6                         | 5               | -                | 1         |

\*On Council until 20 October 2009

\*\*On Council from 20 October 2009

# Resigned August 2009

## Committees to which the Town has Delegates or Representatives

- Audit Committee (Delegates: Mayor Catania (*Chair*); Cr Farrell and; Cr Topelberg. Deputies: Cr Burns (*Chair*); Cr McGrath and; Deputy Mayor Cr Lake.)
- City of Perth Superannuation Plan Consultative Committee (Delegate: Director Corporate Services – *Representing Towns of Cambridge and Victoria Park.*)
- Leederville Gardens (Inc) Retirement Estate Board of Management (Delegates: Mayor Catania (*Chair*); Cr Harvey; Cr Maier; Director Corporate Services – non-voting and; Manager Community Development – non-voting. Deputies: Cr Burns (*Chair*); Cr McGrath and; Cr Buckels.)
- Local Government Association Central Metropolitan Zone (Delegates: Deputy Mayor Cr Lake; Cr Harvey and; CEO – non-voting. Deputy: CEO – voting for both Delegates.)
- Loftus Centre Management Committee (Delegates: CEO (*Chair*). Deputy: Director Corporate Services.)
- Loftus Recreation Centre Management Committee (Delegates: CEO (*Chair*) and; Director Corporate Services. Deputy: Manager Community Development or; Manager Financial Services.)
- Medibank Stadium (Leederville Oval) Ground Management Committee (Delegate: CEO (*Chair*). Deputy: Director Technical Services.)
- ME Bank Stadium Management Committee (Delegates: Mayor Catania (*Chair*); Cr Farrell (*Deputy Chair*) and; CEO. Deputies: Cr Topelberg (*Chair*); Deputy Mayor Cr Lake and; Director Technical Services (*for CEO.*.) N.B. Renamed nib Stadium 1 July 2010.
- Metropolitan Regional Recreation Advisory Committee (NMRRAC) (Delegates: Cr McGrath and; Manager Community Development – non-voting. Deputy: Cr Burns.)
- Mindarie Regional Council (Delegates: Cr Farrell and; CEO – non-voting. Deputy: *Council to separately appoint a Deputy to act for each occasion when the Member is unavailable due to an anomaly with the Local Government Act.*)
- Northbridge History Project Steering Committee (Delegates: Deputy Mayor Cr Lake; Cr Topelberg; Co-ordinator Strategic Planning and; Senior Librarian (Local Studies). Deputy: Nil.)
- North West District Planning Committee (Delegates: Cr Buckels and; Director Development Services – non-voting. Deputies: Cr McGrath and; Manager Planning, Building & Heritage Services.)
- Swan River Trust (*only matters relating to Town of Vincent*) (Delegate: Cr McGrath. Deputy: Cr Harvey.)
- Tamala Park Regional Council (Delegates: Mayor Catania and; CEO – non-voting. Deputy: *Council to separately appoint a Deputy to act for each occasion when the Member is unavailable due to an anomaly with the Local Government Act.*)
- Vincent Accord (Delegates: Mayor Catania; Manager Health Services and; Senior Environmental Health Officer. Deputy: Cr McGrath.)

- Youth Council (Delegate: Cr Topelberg and; Community Development Officer. Deputy: Cr Burns.)

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

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

## Good Governance

### Audit Committee

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

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

These regulations require the reporting of various offences by Council Members, as prescribed by the Regulations. Council Members must comply with their obligations under the *Local Government Act 1995* and subsidiary legislation. Complaints about Council Member conduct are to be made to the Complaints Officer who, in accordance with section 5.120, must be a designated senior employee. The Town's Complaints Officer is the Chief Executive Officer. It is pleasing to report that for the 2009-2010 financial year no complaints were received concerning Council Members and, therefore, no reports were necessary.

### Code of Conduct

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

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

There was one complaint against a Councillor for a breach of the Code of Conduct. The complaint was upheld and was satisfactorily resolved.

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

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

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

### Public Interest Disclosure Act 2003

In accordance with the requirements of the *Public Interest Disclosure Act 2003* (the 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 2009-2010, 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, the Town will:

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

### Freedom of Information Act

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

Policies, practices and services are adapted to meet the needs of a diverse and evolving community and the Town reviews and updates all relevant policies

annually to ensure they align with legislative requirements and the needs of the workforce.

These policies are:

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

### Record-Keeping Plan

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

### Disability Access and Inclusion Plan

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



Barbara Wood won the 2010 Premier's Active Citizenship Award for an Individual.



Northshore SES Unit won the 2010 Premier's Active Citizenship Award for a Community Group. Volunteer extraordinaire Rhonda Hemsley accepted the Unit's Australia Day Award from Mayor Nick Catania.

# EXECUTIVE OFFICERS

The major responsibilities of the Executive Management Team are:

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

The Executive Management Team meets formally each week.



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

## Executive Management Team

|   |  |  |   |
|---|--|--|---|
| <p><b>John Giorgi</b>, <i>B.App.Sc. (Env Health), FLGMA, FAIEH, JP Grad. Cert. Public Sector Mgmt</i><br/>Chief Executive Officer</p>   | <p><b>Rick Lotznicker</b>, <i>NZC (Civil), Grad.Dip.Eng., MIPWEA</i><br/>Director<br/>Technical Services</p>   | <p><b>Mike Rootsey</b>, <i>CPA, B.Bus, Post Grad (Accounting)</i><br/>Director<br/>Corporate Services</p>  | <p><b>Robert Boardman</b>, <i>P.Grad Dip. Health Admin (Curtin), MAIEH, MLGMA</i><br/>Director<br/>Development Services</p>   |
| <ul style="list-style-type: none"> <li>• Town Administration</li> <li>• Mayor and Councillor Liaison</li> <li>• Council Meetings</li> <li>• Governance and Policy Foundation</li> <li>• Civic Functions</li> <li>• Strategic Planning</li> <li>• Public Relations</li> <li>• Human Resources</li> <li>• Customer Service</li> </ul> | <ul style="list-style-type: none"> <li>• Engineering Services</li> <li>• Parks and Property Services</li> <li>• Recycling and Waste Management</li> <li>• Asset Management and Design Services</li> <li>• Works Depot</li> </ul> | <ul style="list-style-type: none"> <li>• Beatty Park Leisure Centre</li> <li>• Community Development</li> <li>• Financial Services</li> <li>• Information Systems</li> <li>• Library and Local History Services</li> </ul> | <ul style="list-style-type: none"> <li>• Planning, Building and Heritage Services</li> <li>• Ranger and Community Safety Services</li> <li>• Health Services</li> <li>• Sustainability</li> <li>• Economic Development</li> </ul> |

## Managers

|  |  |
|--|--|
| <p><b>Jacinta Anthony</b><br/>Community Development</p>              | <p><b>Annie Smith</b><br/>Human Resources</p>                          |
| <p><b>Con Economo</b><br/>Engineering Operations</p>                 | <p><b>Helen Smith</b><br/>Planning, Building and Heritage Services</p> |
| <p><b>Hunrhu Kek</b><br/>Information Technology</p>                  | <p><b>Bee Choo Tan</b><br/>Financial Services</p>                      |
| <p><b>Jim MacLean</b><br/>Ranger and Community Safety Services</p>   | <p><b>Scott Teymant (Acting)</b><br/>Health Services</p>               |
| <p><b>Dale Morrissy</b><br/>Beatty Park Leisure Centre</p>           | <p><b>Jeremy van den Bok</b><br/>Parks and Property Services</p>       |
| <p><b>Elizabeth Scott</b><br/>Library and Local History Services</p> | <p><b>Craig Wilson</b><br/>Asset and Design Services</p>               |

# CHIEF EXECUTIVE OFFICER'S DIVISION

## Human Resources

Manager: Annie Smith

### About Our Employees

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

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

### Equal Opportunity

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

In August 2008 the Town adopted an Equal Opportunity Management Plan 2008-2011 (available on the Town's website) to address the requirements of the *Equal Opportunity Act 1994*. These requirements state that the Town is to develop EEO and Diversity goals and strategies.

### Recruitment

#### 4.2.4 Attract and retain quality employees

The Town's employee turnover for 2009-2010 increased slightly from 12.24% to 15.05%. The increase can be attributed to the steadying of the current economic climate and the Town's ageing workforce.

### Employee Development and Training

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

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

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

### Recognition of Employees

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

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

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

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

### Occupational Safety and Health

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

The Town's Safety and Health Committee continued to meet on a regular basis throughout the year. Training sessions, including Safety Orientation, are conducted on an ongoing basis for inside and operational employees.

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

### Workers' Compensation

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

The number of workers' compensation claims remained almost on par with the previous year with eleven claims (in the previous year there were twelve claims). There was a significant increase in the lost time days as there were a number of claimants having surgery resulting in considerable recovery time.

### Employee Assistance Programme

The Employee Assistance Programme continues to be well utilised. This programme provides free confidential counselling to employees, Council Members and their families. Utilisation during this financial year was 5.37%, with ten 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.

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

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

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



The Australia Day Citizenship Ceremony saw 43 Vincent residents become Australian citizens.

## About our Employees

| Item   | 00/01 | 01/02 | 02/03 | 03/04 | 04/05 | 05/06 | 06/07 | 07/08 | 08/09 | 09/10 |
|--|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| Full Time Equivalent Employees   | 176   | 182   | 184   | 192   | 192   | 192   | 196   | 196   | 196   | 186   |
| Employee Turnover %  | 13.07 | 12.64 | 13.26 | 12.5  | 12.95 | 16.00 | 18.88 | 19.9  | 12.24 | 15.05 |
| Absenteeism (Sick Leave only) – total number of days taken                       | 706   | 708   | 888   | 845   | 972   | 1,113 | 1,118 | 1,151 | 963   | 1,191 |
| Absenteeism (Carer's Leave only) – total number of days taken                    |       |       |       |       |       |       |       |       | 72    | 90    |
| Absenteeism (Carer's Leave and Sick leave) – average number of days per employee | 2.65  | 3.89  | 4.91  | 4.4   | 5.08  | 5.77  | 5.7   | 5.87  | 5.44  | 6.88  |
| Number of Workers' Compensation Claims   | 13    | 18    | 22    | 12    | 13    | 9     | 8     | 17    | 12    | 11    |
| Lost Time Injury Days  | 10    | 50    | 1     | 0     | 5     | 0     | 0     | 14    | 13    | 107   |
| Employee Assistance Programme – Utilisation (number of referrals)                | 5     | 11    | 9     | 10    | 18    | 4     | 7     | 5     | 5     | 10    |

## Public Relations/Marketing

**Public Relations Officer: Natalie Greaves**

Each year the Public Relations Officer is involved in a number of functions and activities to maintain and enhance the profile of the Town through strategic public relations advice, planning and programmes and marketing/promotional campaigns and initiatives.

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

A Welcome Pack is sent out to new residents providing information on a range of facilities and services. Resident response to these packs continues to be very positive. Acknowledging the increasing use of the Internet within the community, the Town now directs new residents to the website to obtain a wide range of information about living in and experiencing Vincent.

The quarterly community newsletter *Town of Vincent News* is prepared by PR and the newsletters feature a diverse range of articles of interest to the residents and businesses in the Town – features include a Library and Local History News section, Celebrating a Safer Vincent column, Healthy Vincent page, Beatty Park News and Heritage News.

An internal newsletter for employees is also created by PR. These newsletters ensure that both internal and external stakeholders are kept informed about their Town.

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

The content of the Town's website is maintained by PR. The website provides visitors with a variety of information and provides a forum for feedback. With the growth in community accessibility to and use of the Internet, the Town directs more traffic towards its site and has increased the volume and type of information available on its pages. In addition, a number of additional websites have been created in recent years for specific areas of interest – [www.vincentheritage.com.au](http://www.vincentheritage.com.au), [www.vincentwetlands.com.au](http://www.vincentwetlands.com.au) and [www.vincentvision2024.com.au](http://www.vincentvision2024.com.au). A working group has been formed to investigate the introduction of an improved website and in keeping with the increasing use of social media throughout the community (and especially amongst some target groups), the Town will investigate the use and implementation of these communications tools.

Community consultation and stakeholder relations continue to be a focus for the Town and each year PR is involved in engaging with stakeholders regarding a number of matters.

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

Sought out by media professionals, the Town enjoys a high media profile and works collaboratively with journalists and reporters working across all media. Media relations are a key function of PR and as a result positive coverage has been gained for the

programmes, events and actions of the Town. The Town has remained at the forefront of local issues and has been involved in a number of important State matters which have seen the Town in the media spotlight.

In February 2009 the Minister for Local Government announced strategies for local government structural reform. The Town actively sought the input of key stakeholders into this important issue and ensured that the community was engaged throughout the process (brochures, website, surveys, media coverage, advertisements and public meetings were utilised). Thorough investigation, community consultation and stakeholder liaison were undertaken and the Town submitted a report to the Minister on Vincent's current and future positions.

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

The economic environment (local, national and international) has impacted to greater and lesser extents on local markets and activities. However, the Town has actively continued to promote Vincent as a place for investment and has continued to produce targeted communications across a range of mediums. Strategic advertising (including in national publications and local magazines) and sponsorships have been undertaken to help position the Town as a location of choice and keep Vincent top of mind amongst various stakeholders/potential investors.

The Vincent Street Festivals (staged by Community Development) have become much-anticipated fixtures on the Town's calendar and iconic events showcasing the existing and emerging cultures/aspects/reputations (arts, food, entertainment etc) of the popular Town Centres. Website prominence, targeted advertising and extensive media coverage was garnered for these events contributing to the success of the festivals and providing impetus for further developments/expansion in future years.

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

In addition to the numerous items in the media promoting the activities of the Town, positive coverage for the Town's events and awards was achieved including the Local History Awards, Film Project, Garden Awards, Environmental Awards, Summer Concert series, photographic workshops, artist workshops, plant sales and walks. The Town's events and programmes are designed to celebrate and enhance its cultural diversity and the success of this is evidenced in the popularity and attendance at/participation in these events/programmes by a large cross-section of the Vincent community. The Town's sponsorship activities also reflect the commitment to embracing and promoting diversity and support was given to a number of events and projects.

## Citizenships

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

During the year, four citizenship ceremonies were held with a total of 180 recipients plus thirteen children. In addition, eleven people became Australian citizens in private ceremonies conducted by the Mayor or the Chief Executive Officer. A total of 191 residents became Australian Citizens plus thirteen children.

## Elections

An ordinary election was held within the Town of Vincent on 17 October 2009 to elect three Councillors for the North Ward and two for the South Ward. The results of the elections were:

### North Ward

| Candidate             | Votes        | Expiry of Term |
|-----------------------|--------------|----------------|
| <b>MAIER, DUDLEY</b>  | <b>1,419</b> | <b>2013</b>    |
| <b>BUCKELS, MATT</b>  | <b>1,356</b> | <b>2013</b>    |
| <b>HARVEY, TARYN</b>  | <b>1,313</b> | <b>2011</b>    |
| CADDY, DAN            | 1,207        | -              |
| PINTABONA, JOHN       | 1,072        | -              |
| CONNELLY, PAUL        | 708          | -              |
| <b>Informal Votes</b> | <b>23</b>    |                |
| <b>Total Votes</b>    | <b>7,098</b> |                |

### South Ward

| Candidate                | Votes        | Expiry of Term |
|--------------------------|--------------|----------------|
| <b>MCGRATH, WARREN</b>   | <b>1,432</b> | <b>2013</b>    |
| <b>TOPELBERG, JOSH</b>   | <b>1,130</b> | <b>2013</b>    |
| MESSINA, IZZI            | 1,003        | -              |
| COX, NATASHYA            | 998          | -              |
| KER, IAN                 | 828          | -              |
| <b>Informal Votes</b>    | <b>25</b>    |                |
| <b>Total Valid Votes</b> | <b>5,416</b> |                |

## Customer Service

### Co-ordinator Customer Service: Paul Betts

The Customer Service Centre is the first point of contact between external customers and the different service areas that operate within the Town.

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

The Customer Service Centre is the focal point of information dissemination for the Town. Staff employed in the Customer Service Centre receive regular updates from Town staff regarding important events and developments, policy amendments and community activities occurring within Vincent that are likely to generate external customer enquiries. The same staff are also knowledgeable in the internal functions of the Town which ensures that the majority of enquiries received at the Customer Service Centre can be handled and concluded at the first point of contact.

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

The Customer Service Centre utilises a number of different services to ensure that access principles are adhered to. Information can be provided to customers in Braille and languages other than English. Staff are able to access Auslan Interpreters for the hearing impaired.

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

Customer Service Centre staff are multi-skilled and all members are able to support one another during busy periods such as the rates season. Staff also provide support to other sections when there are personnel shortages or when extra hands are required.

As well as staff being knowledgeable in relation to the Town's functions and activities, the Customer Service Centre is also the access point for the numerous information brochures, standard forms and newsletters that provide information to the public. These items are continually reviewed to ensure that information is up-to-date and accurate.

At the 2009 Town of Vincent Annual Employee Awards the Customer Service Centre was recognised "for excellence in Customer Service for a Section or Group within the organisation". It was a satisfying conclusion for a very productive and successful year for the staff of the Centre.

# CORPORATE SERVICES

Director: Mike Rootsey

## Financial Services

Manager: Bee Choo Tan

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

The performance measures of the key results areas of Financial Management are highlighted in the Plan for the Future and Strategic Plan 2009-2014. The legislated financial performance ratios are specified in the Financial Statements for the year ended 30 June 2010.

### Statutory Reporting

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

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

The 2009-2010 Annual Budget was adopted at the Special Council Meeting on 1 July 2009. Budget performance is closely monitored with material variances reported monthly to the Council.

The *Local Government Act* requires that at least one budget review be conducted in a financial year; the Town completed one at the end of December 2009 and this was reported to the Council on 23 February 2010.

The Annual Financial Statements for the year ending 30 June 2010 received an unqualified report from the auditors.

### Rates

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

Rates are the principal source of revenue for the Town. The revenue generated from rates was \$19,752,151 which represents 55% of total operating income. This year the Rates Section increased the use of in-house debt recovery processes which had a positive impact by reducing outstanding debts. Savings were also made as most of the legal costs incurred for debt collection were recovered from the rates debtors. The rates outstanding as at 30 June 2010 were 0.23% of the collectable income compared to 0.50% for the previous financial year.

In 2009-2010 the Town adopted a single general rate of 7.09 cents in the dollar of Gross Rental Value of the property and the minimum rate fee of \$572 was applied. The Town's rates remain competitive in the metropolitan region.

### Investments

*4.1.3 Plan effectively for the future*

The improvement in the financial market has resulted in a 24% increase in investment revenue. The average return on investment for the Town has increased from 3.89% as at 30 June 2009 to 5.45% as at 30 June 2010. The Town's investments are secure and have been invested in accordance with the Investment Policy.

### Corporate System

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

This year Financial Services reviewed the Charter of Accounts, which was designed in 2002. A new charter is required to improve the financial and management reporting. The redesign and implementation of this project will be completed in 2010-2011 and will significantly improve efficiency in this area.

There was a review and consolidation of various bank accounts to reduce the number of accounts held and to reduce bank fees. Electronic payment is now the preferred payment method.

### Service Area Improvements

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

This year Finance reviewed the procurement function and streamlined the process which resulted in some cost savings. The section also carried out in-house training and workshops on purchasing and procurement for staff to improve efficiency and ensure compliance with the policies.

The Highgate State Underground Power Debtors is in its third year. There are currently 497 residents/debtors who have chosen the instalment method of payment, this represents 35% of the 1,406 properties in the underground power area. The current amount collectible represents 23.8% of the charge raised in 2008.

### Audit

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

A Financial Management Review was undertaken in March 2010 under section 5(2) c of the *Local Government (Financial Management) Regulations 1996*. The internal audit review was undertaken in the areas of Sundry Debtors, Receipts, Payroll, Petty Cash and Floats.

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

## Community Development

**Manager: Jacinta Anthony**

Community Development has delivered a broad range of community programmes and events to meet the needs and expectations of the local community. The range of projects has included new festivals, creative workshops and the fostering of partnerships with community groups and businesses.

The Community Development team provides a valuable service in the delivery of services, referral and advocacy for other service organisations within Vincent.

### Information Dissemination/Advocacy

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

One of the key support roles provided by Community Development is in the distribution of information on the range of programmes and services available to support members of the community. Service information is maintained covering various sectors of the community including families and children, young people, seniors and people with a disability. Officers handle many enquiries for information with care and sensitivity to the individual and their needs.

### Community Events/Programmes

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

The Visions of Vincent Photographic Project has continued with a change of focus this year. Instead of the traditional photographic competition, a series of workshops were held over eight weeks covering topics such as an introduction to digital photography, macro photography and Photoshop as well as more practical sessions such as how to make artwork from digital images. The response to the new programme was overwhelming with a total of 472 bookings made immediately after the promotion began. In all there were 166 participants for the series indicating that on average people attended 2.8 sessions each. The



The Mezz Food Festival drew crowds of local foodies keen to taste the latest produce and see the chefs in action. Local retailers set up popular stalls to showcase their goods.

change in direction of the project meant that a greater number of people from a variety of age groups participated in the programme. The participants gave clear feedback that they would like the workshop series to continue.

The second Mount Hawthorn Food Festival was held at the Mezz Shopping Centre with the Town providing entertainment by a range of performers including live music, stalls and family entertainment.

For the second year running Angove Street in North Perth was the venue for the annual Cappuccino Festival. This family-focussed festival attracted a considerably larger crowd this year with an estimated 10,000 people attending.

The festivals continued with the transformation of Oxford Street into the Leederville Carnivale on 28 March 2010.

The fifth annual Mayor's Christmas BBQ was once again a great success with around 800 people joining in the festivities at Hyde Park on 13 December 2009. For the first time a charity collection was undertaken by St Vincent De Paul volunteers and this is hoped to be continued in the future.



Angove Street was a swirl of vibrant colour. Visitors packed the streets and took part in all the workshops and activities on offer. Stalls provided food and coffee and the street theatre and stage acts dazzled!



The Leederville Carnivale saw the Gourmet Godfather introduce over a dozen chefs from Leederville restaurants who demonstrated their skills on the cooking stage.



Fire and Motion provided a fiery finale for the Leederville Carnivale! Over 10,000 people headed to Oxford Street to revel in the carnival atmosphere with sword swallows, stilt walkers, bands, dancers, stalls and cooking demonstrations.

## Social Research

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

Research undertaken into increasing physical activity across the community was completed and formulated into a Physical Activity Strategic Plan this year. This plan identifies ways in which the Town can plan, develop, implement, evaluate and sustain physical activity programmes, opportunities and services for the next five years. Research included the auditing of recreational facilities and contacting sporting and recreation providers. The strategy focuses on encouraging members of the community to be active, no matter what their age or physical capability. Already changes are underway with the installation of outdoor exercise equipment at parks and reserves across Vincent, and the opening of the Wetlands Heritage Trail.

The Town has recently secured the services of a youth consultant to assist with a Youth Needs Study. The Vocal About Vincent consultation is underway with a range of primary schools already consulted including Kyilla, Sacred Heart, Aranmore, Mount Hawthorn, North Perth and Highgate. Further consultation and an assessment of youth services will follow. This research will enable the further development of targeted programmes to meet the needs of local young people.

## Support for the Community

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

Not-for-profit organisations can apply for Community and Welfare Grants of up to \$5,474 to assist with the provision of community services and programmes for

Vincent residents. Over two funding rounds \$32,250 was distributed to nine organisations that provide a range of welfare services including emergency relief, child/youth and aged services. Financial assistance to the value of \$2,418 was provided to twenty-seven clients to assist with a range of welfare needs.

Through the Transport Assistance Scheme the Town assists senior residents and people with disabilities by issuing those eligible with pre-paid taxi vouchers which may be used for transport in the local area. This year saw 211 residents requesting taxi vouchers, with a total of 3,730 vouchers issued at a cost \$18,150.

Cultural Development Seeding Grants approved by Council totalled \$1,750. Projects included Carols in the Park organised jointly by the Mount Hawthorn Community Church and the Anglican Church in Mount Hawthorn, and support for the 75 Year Anniversary of the WA Italian Club.

The Town expended \$3,865 in supporting nine aspiring sporting competitors in representing the State and Australia in their fields of endeavour including cycling, lacrosse, gymnastics, hockey, soccer and canoeing.

The Town also sponsored major events such as the Hyde Park Rotary Fair and RTR FM Concert in Hyde Park.

The Carers' Appreciation Lunch was held on 28 May 2010 and included a lunch and drinks, speeches and entertainment.

The Town was successful in receiving a grant from the Injury Control Council WA (ICCWA) to conduct a series of information sessions on falls prevention during Stay on Your Feet Week. The programme was conducted at Leederville Gardens Retirement Village from 14-18 September 2009 and was attended by 30-40 people each day with most people attending a number of the sessions. Feedback from the participants was extremely positive.

The Town also hosted the WALGA Early Years Forum in June 2010 to explore and share ideas and initiatives on programmes that are currently being organised by various councils as well as highlight the challenges in this area.



A Welcome to Country and smoking ceremony were performed as part of the Harmony on Hyde celebrations—showcasing Vincent's cultural diversity.

## Youth

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

Two sets of eleven Christmas Banners were produced based on the artwork from children in local primary schools – Aranmore Primary School, Highgate Primary School, North Perth Primary School, Mount Hawthorn Primary School, Mount Hawthorn Education Support Centre and Sacred Heart Primary School. The banners were displayed along Fitzgerald Street and Scarborough Beach Road in December. Each student whose artwork was incorporated in the designs received a certificate of appreciation and the banners greatly added to the festive Christmas atmosphere.

Young people have been assisted through the Youth Grants programme including support to attend the National Irish Dancing Championships and a pilgrimage to India. In total \$848 was distributed through these grants in 2009-2010.

The October school holidays kicked off with a range of recreation and art activities featuring the YMCA Mobile Van. The activities, including sumo suits and a special FX makeup workshop, focused on team-building.



A grant was received from the Department of Environment to promote the Vincent Wetlands for a 12-month period (until September 2010). A variety of Wild Wetlands activities have been conducted in addition to producing a brochure on the Birds of the



The launch of the Wetlands Heritage Trail inspired the creation of the Wild Wetlands Programme. The school holidays have been filled with eco-inspired activities including night frog walks, a family fun day at Hyde Park and workshops.

Town of Vincent.

The Wetlands Heritage Trail was officially launched at Hyde Park on 17 January 2010 at the first summer concert featuring a bush band and a series of activities including a welcome to country and smoking ceremony, Nyoongar activities, bird and heritage walks and a reptile experience.

## Recreation

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

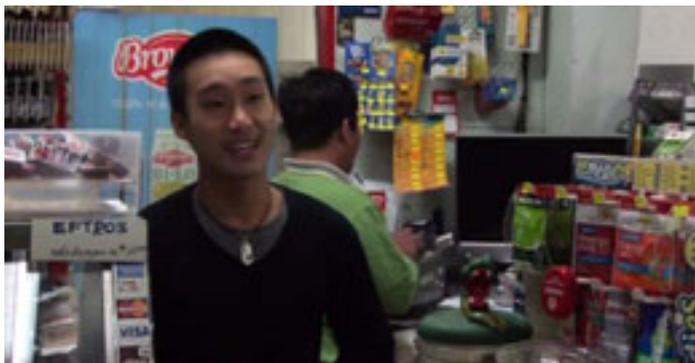
The Summer Concert Series ran from January to March and featured a range of musical acts across four concerts in local parks. The romantic Valentine's Day Film Night at Banks Reserve proved to be a highlight with many picnickers enjoying their dinner under the stars.

The Town commemorated ANZAC Day with a service in Axford Park with over 700 residents. The day ran with support from the Mount Hawthorn RSL and many members of the local community stayed on to enjoy refreshments.

With funding from the Town, Department of Sport and Recreation and the club, the North Perth Tennis Club was pleased to open their new hard courts with lights which have increased use in summer and winter. Clubroom renovations at Britannia Reserve were completed and first used for this year's cricket season. The clubroom and reserve improvements at Forrest Park are in the final stages of commissioning. These upgrades meet community expectations and will put our local clubs in good standing for the future.

The Paws on the Path programme has continued to provide free dog training at Britannia Reserve on Monday evenings for enthusiastic resident dog owners.

In line with the Physical Activity Strategic Plan, a range of outdoor gym equipment was installed at Hyde Park, Charles Veryard Reserve, Beatty Park Reserve, Les Lilleyman Reserve and Forrest Park. Additional LifeTrail equipment targeting older residents was installed around the lake at Hyde Park. Use of this equipment is



A still from *The Corner Shop*—Nicholas Duffy and Colin Landman's film produced as part of the Vincent Film Project.

free of charge and provides opportunities for members of the community to increase physical activity and improve their health and wellness.

## Arts

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

Artist and graphic designer Chris Williamson was commissioned to design a banner with a wetlands theme for the Banners in the Terrace Competition, with entries being displayed on St Georges' Terrace in August 2009 for Local Government Week. An image of the banner was used to promote the 2010 banner competition by WALGA and the banner will be used again within Vincent.

Hans Arkeveld was the selected artist for the Town's drawing commission this year. The objective of the scheme is to commission a drawing of the Town by an eminent artist each year. The completed drawing is now on display in the Library and Local History Centre.

The recipients of the Town of Vincent Visual Arts Scholarships (\$500) were Mount Lawley Senior High School's Ruby Evangeline Matzhor and Aranmore Catholic College's Cassandra Lionetto-Civa.

The Town once again collaborated with the Film and Television Institute (FTI) for the Town of Vincent Film Project. The films were screened at Banks Reserve following a summer concert in February 2010 with over 400 people in attendance. The film-makers, as well as many of those featured in the films, were present which created a festive atmosphere and made for an appreciative audience.

A number of projects were undertaken as part of the Percent for Art Scheme with developers contributing towards public art as part of new developments.

The artwork for the William Street Upgrade was installed in December 2009.

June 2010 saw the launch of Creative Conversations, a programme of presentations and workshops designed to highlight creative individuals living in Vincent so they could share their skills, knowledge and enthusiasm with the broader community. A series of six talks were held at the Library and five workshops, including painting, film-making and t-shirt design, were also held around Vincent over a 6-week period. The programme was very well received by the

participants with the quality of the presenters consistently remarked upon.

A number of significant components of the Wetlands Heritage Trail were completed this year including the four main trail head signs, the directional signs, the brochure, the website and a podcast tour of Hyde Park. With these elements in place it was seen as appropriate to officially open the trail. The launch was held at Hyde Park in January and included a number of events and stalls related to the wetlands and designed to engage and inspire the community such guided tours of Hyde Park, reptile displays and an Aboriginal artwork workshop. The trail has been well received by the community and the website receives on average 200 visits per month. With the completion of the above-mentioned components a solid framework for further interpretive initiatives has been laid.

On 14 March 2010 the Town celebrated Harmony Week with Harmony on Hyde to acknowledge and embrace cultural diversity within Vincent. The feedback from community members of varied age groups and cultures was extremely positive.

The Town is working with the Vincent Reconciliation Group to develop public artwork at Banks Reserve that will reflect and celebrate the indigenous and non-indigenous history of the vicinity. This process has included setting up a working group, community consultations and events to ensure maximum participation and involvement by the community and stakeholders.

## Leederville Gardens Retirement Village

### 3.1.3 Determine the requirements of the community

The management of Leederville Gardens, which is a facility comprising of sixty-six independent living units for seniors aged over fifty-five, continues with a range of community initiatives being offered to residents.

## Universal Access

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

The You're Welcome pilot project, providing a range of information on accessible facilities, has been successfully completed with the Vincent information loaded onto the You're Welcome WA website [www.accesswa.com.au](http://www.accesswa.com.au) and also Intramaps on the Town's website.



Mayor Nick Catania presents Cassie Lionetto-Civa with her visual arts scholarship.

The Vincent Improved Access (VIA) Awards were held on 3 December 2009 as part of the Town's celebration of International Day of People with Disabilities. The event honoured individuals, organisations, community groups and businesses that have made positive changes or support improved universal participation within Vincent.

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

## Liberty Swing

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

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

## Disability Access and Inclusion Plan (DAIP)

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

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

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

- Transport to events is offered to housebound library members.
- Promotional material is provided to library members in hard copy, flyers, via email and by large font signage throughout the library area.
- Library staff are trained to address access issues as they arise.
- A portable ramp is available for events and venues.
- Transport is available for invited guests to events if needed.

- A bus has been acquired by the Town for the transport of people who require it.

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

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

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

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

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

- Library employees label all large print stock in an appropriate font.
- Library employees promote the use of the battery charger to those who come to the Library by gopher.
- Library employees have consulted with suppliers in regard to specialised equipment which can assist people with disabilities. This is an ongoing process as specialised equipment options are expensive.
- Information Technology (IT) provides ongoing technical help and support when contacted by Library employees/patrons (where possible).



Creative Conversations saw many of Western Australia's most prominent artists share their skills, creativity, knowledge and enthusiasm for their chosen artistic fields of endeavour with the broader community. L-R: Kevin Robertson (figurative painter), Barry Strickland (writer/documentary maker), Tony Nathan (photographer), Chrissie Parrott (dance and multi-media artist), Jonathan Mustard (dance and multi-media artist), Judith Forrest (visual artist) and Adrian Iredale (architect).

- IT investigates new accessible technologies on an ongoing basis. Implementations of new technologies are first assessed and subsequently actioned as required.

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

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

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

- Universal Access Improvements and Disability Access and Inclusion Strategy has been cross-referenced and added to the Community Safety and Crime Prevention Plan 2007-2010. Area 5: Designing In Safety, Designing Out Crime, is an avenue for raising crime prevention and safety issues for people with disabilities.
- Vincent Light and Safe is an initiative of the Town, Safer Vincent Crime Prevention Partnership and WA Police Service to assist disadvantaged residents and those with a disability with motion sensitive lighting to improve the levels of security and safety.
- Recipients of motion sensor lights are victims of crime, the elderly, and people with disabilities or those who may be susceptible to crime and hold a valid pensioner concession card or health care card.
- The opportunity exists for any crime and safety issue to be raised with the Safer Vincent Crime Prevention Partnership.

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

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

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

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

- Various buildings and facilities have been upgraded to improve accessibility and a programme has been

developed to identify all the remaining items including accessible toilets. A report was presented to the Council in March 2009 to have this programme endorsed.

- Access consultants are used in building and development projects which relate to universal access.
- \$115,000 has been budgeted for the 2010/2011 Universally Accessible Building Upgrade Programme.
- Plans are currently being drawn for Les Lilleyman Reserve accessible toilets.
- A consultant was contracted to work on the Town's Intramaps to develop an information database on accessible premises in Vincent based on the You're Welcome Project.

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

- One of the social objectives that were agreed upon by the Beatty Park Leisure Centre Redevelopment working party was to create a universally accessible and safe Centre that provides diverse activities.
- The architect has kept this in mind when designing the concept plans for the Centre.

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

- A slide board is available at Beatty Park Leisure Centre (BPLC) to assist with the transfer of patrons to and from the disabled hoist.
- BPLC has a water wheelchair with child attachments available for use.
- New handrails and shower chairs have been installed in the change-rooms at BPLC.

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

- Policy 3.9.9 Introduction to Kerbside ACROD 2.5 Parking Bays in Residential Areas was reviewed and amended in April 2007.
- Ensure that at all large events and functions an appropriate number of ACROD parking bays are set aside for use by ACROD parking permit holders.
- All of the Town's car parks must meet or exceed the Town's and Australian standards.
- When a car park is upgraded, re-lined and re-marked, the Town will provide three ACROD parking bays for every 100 general parking bays.
- Both the Easy Access Bays 3.2m wide and ACROD 2.5m accessible bays are included in the above and are assessed on a needs basis.
- The Rangers regularly patrol the Town's parking facilities to ensure compliance with the Parking Facilities Local Law.

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

- The recently agreed national rules for parking by people with a disability have set a minimum time restriction period for all long-term bays (more than thirty minutes time restriction) of two hours for

ACROD parking bays. For short-term bays (thirty minutes or less) the minimum period is thirty minutes more than the time specified on the signs relating to the area.

- A car park locations guide is available on the Town's website and notes all ACROD bay locations in Vincent.

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

- To maintain unobstructed passage by persons with a disability, Rangers enforce the local laws to ensure that footpaths and pedestrian refuges are not obstructed by signs, displays or vehicles.
- When installing ACROD bays, Technical Services gives consideration to access to buildings and footpaths, and mark bays in accordance with Australian Standards.
- Promotion of the availability of bays for ACROD permit holders is ongoing.

*2.4.4 Provision of residential ACROD bays.*

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

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

- As per Technical Services Division Procedures Manual – Procedure W006: the Council has adopted a long-term slab replacement programme (reviewed annually). Requests received during the year are assessed, prioritised and considered at the budget preparation time. All access ramps are upgraded with this programme as per Australian Standards; new footpaths are constructed in concrete or brick paving which is a better surface for universal access.
- \$450,000 has been allocated in the 2010-2011 Footpath Upgrade Programme. This involves the removal of slab footpaths to a cast in-situ concrete path with pram ramps constructed as per Australian Standards.
- \$10,000 is budgeted for the installation of universal access ramps and tactile paving where required. This sum has been reduced from previous years due to the fact that tactile paving is now covered via Blackspot funding.
- \$5,000 has been allocated for the installation U-rails and ramps (50% is funded by the State Government).
- \$380,000 is budgeted for various streetscape improvements for user-friendly pedestrian access for roadways with Blackspot improvements (Main Roads/State Government funded).
- \$447,000 is budgeted for traffic management to improve traffic calming/pedestrian crossing.

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

- Funds in the 2008-2009 Budget were utilised to purchase brass plates and Engineering Operations have retrofitted those premises without plates.
- Rangers ensure all outdoor eating areas are compliant with conditions and inspect accordingly.

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

- Year four of the 6-year Playground Upgrade Programme has been completed which focuses on playground component replacement and the installation of rubber soft-fall which improves accessibility issues.
- Footpaths are constructed to all playgrounds where practicable.
- Accessible playground at Hyde Park is currently under construction.
- Liberty Swing flyers and information provided on request.

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

- Year two of the 3-year Park Furniture Replacement Programme has been completed which involves the replacement of existing, and installation of new, furniture within parks and streetscapes. All furniture is installed in accordance with Australian Standards and caters for various disabilities.

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

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

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

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

- Completed and included on all promotional material.

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

- The TTY number and email addresses are placed on public documents where practicable. It is also on the website and Town stationery.
- Promotional material includes standard text relating to the documents being available in alternative formats upon request. Promotional material is checked by the Public Relations Officer prior to

distribution.

- A qualified deaf interpreter can be provided when requested.
- The Customer Service Centre has a TTY service and employees are trained to use this service.
- Beatty Park Leisure Centre promotes the use of the TTY through the website, brochures and on-site.
- Audio loop installed within Council Chambers and Civic Function Room.
- When new technologies become available to assist the deaf or hearing impaired these are assessed and implemented (where appropriate).

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

- The service directory for community information is updated regularly and can be accessed by Town Officers.
- As a result of the Town's partnership with the Disability Services Commission, the You're Welcome Project ([www.accesswa.com](http://www.accesswa.com)) provides information on accessible facilities and services available in Vincent so that people with disabilities, their families and carers can access information about their community.
- Community Development provides information and promotes services available through local agencies, government services, non-government services, hospitals and organisations for people with disabilities and their carers.
- Beatty Park Leisure Centre promotes and increases awareness in the community about the Angelfish Programme for people with disabilities, through media such as community newspapers, flyers, *Town of Vincent News* and website.

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

- IT Services will (where possible) accommodate external users to provide them with information in a required alternative format.
- The Town has formed a committee to investigate and implement a new website. It has been discussed that a requirement of the new site will be its compliance with the accessibility standards set by the World Wide Web Consortium (W3C).

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

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

- A programme is currently under development to provide appropriate training for employees.
- Library employees will attend the disability awareness training as it is made available to them.

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

- The Town has adopted an Equal Opportunity Employment Management Plan with outcomes to ensure the workplace is accountable and free from

harassment, free from unlawful discrimination and increase participation from Equal Employment Opportunity groups to promote the workplace.

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

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

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

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

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

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

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

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

- The Universal Access Advisory Group (UAAG) provides a broad cross-representation of the community and is a point of reference for consultation with people with disabilities and their networks.
- The UAAG meets to discuss aspects of access and inclusion within the Town and provides a point of reference for consultation with people with disabilities.
- The Service Directory for Community Information is regularly updated and is used as a resource to provide specific information on request.
- The standard phrase "People with specific requirements can ask to have this document provided in alternative formats" is used on all promotional and other materials including community consultation where appropriate.
- The TTY number is promoted on documents, websites etc. Email contacts are provided on documents, website etc.

## Information Systems

Manager: Hunrhu Kek

### Information Technology

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

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

- Ongoing enhancements to the Town's virtual server environment
- Creation of several new virtual servers/ decommission of older redundant servers
- Expansion to Storage Array Network (SAN) and installation of new SAN at the Library.

One of the systems in high demand at the Town is Intramaps (GIS). Layers are constantly developed and the system is now an essential tool for many Officers. A number of enhancements to the GIS have been made throughout the year.

An IT survey is carried annually and the 2009 results were especially pleasing reflecting the currency of technology available at the Town and the high level of service the small dynamic team is able to provide.

### Records Management

#### 4.2.5 Enhance knowledge management

In 2010 the Records Section conducted a series of training sessions in the operation of the record-keeping system to ensure that all documents and queries received by the Town are responded to in a timely and efficient manner, ensuring that all service areas are meeting the Customer Service Charter. The Records Section also offers employee assistance on an ongoing basis.

The 2009-2010 financial year has seen a stable number of documents being processed (see table below). The dissemination of this information is integral to the effective operation of the Town and the processes are continually examined and improvements are implemented on an ongoing basis.

|                        | 2007-08 | 2008-09 | 2009-10 |
|------------------------|---------|---------|---------|
| Mail – In              | 40,783  | 34,496  | 36,704  |
| Mail – Out             | 107,382 | 108,288 | 112,213 |
| Faxes                  | 5,254   | 4,401   | 3,633   |
| Building Licence       | 576     | 558     | 687     |
| Planning Application   | 604     | 540     | 660     |
| Documents Registered   | 8,176   | 9,940   | 10,503  |
| Ombudsman Complaints   | 1       | 2       | 2       |
| Freedom of Information | 4       | 12      | 7       |

### Freedom of Information (FOI)

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

The number of FOI applications, as compared with the previous three years (see table opposite), has remained high and their complexity has increased. The State Records Commission adopted a new policy for record-keeping requirements for local government elected members which has seen an increase in Council Member correspondence being requested as part of the FOI process. The number of enquiries throughout the year has remained constant but employees of the Town are always encouraged to assist customers obtain the information they require without the need to lodge an application, therefore delivering more effective customer service.



Beatty Park's award-winning Angelfish Programme provides adults and children with special needs with the opportunity to learn essential swimming skills.

## Beatty Park Leisure Centre

Manager: Dale Morrissy

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

Rising energy and maintenance costs have impacted on the Centre's financial performance over the past twelve months but policies and procedures were reviewed to ensure efficient energy use which lessened the effect this might have had while still providing a quality service to customers.

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

### Aquatic Programmes and Activities

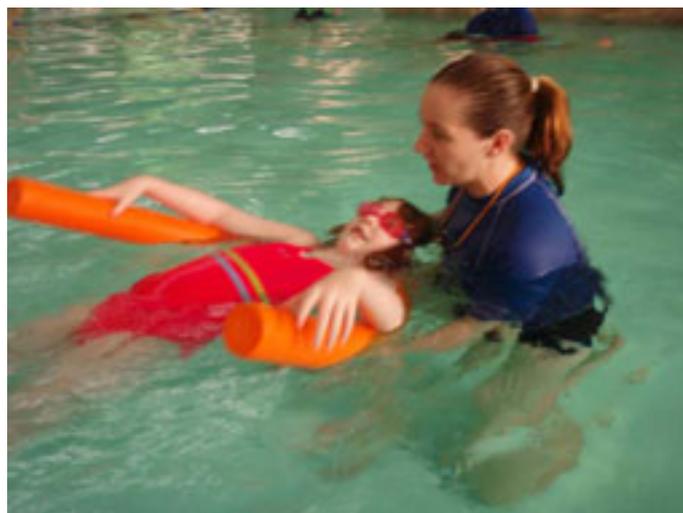
*3.1.2 Provide and develop a range of community programmes and community safety initiatives*

*3.1.4 Continued implementation of the principles of universal access*

Beatty Park Leisure Centre plays a major role in swimming education in WA. The Centre's Swim School increased participation rates by 9% this year and the Angelfish Programme, which provides one-to-one tuition for people with disabilities with the view to integration with the mainstream swim lessons, has achieved outstanding results. Due to the success of Angelfish, Swim School Co-ordinator Bev Christmass was again invited to present at the Telstra Australasian-Oceania Swimming Professionals Convention and Trade Expo held on the Gold Coast (Queensland). Whilst at the Conference she was



The Triton Water Polo Club is based at Beatty Park and offers flippa ball for primary school-aged students (years 4-7).



Beatty Park's Angelfish Programme has been recognised for the work it does for people with disabilities.

presented with an Outstanding Community Service award for the programme and its positive impact on people with disabilities. Angelfish was also a finalist in the Disability Services Commission's Count Us in Awards during the year.

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

A number of squad swimmers from Beatty Park Leisure Centre's resident club, City of Perth Swimming Club, competed in State, national and international swimming events throughout the year.

In the 2010 summer season the Centre hosted eighteen school carnivals and a range of club-based competitions. Water polo continues to be popular with A-E grade water fixtures for both men and women played throughout the year as well as flippa ball (junior water polo) competitions during summer.

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

### Health and Fitness Programmes and Services

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

RPM™ (cycling fitness classes) has added an extra dimension to the group fitness area and its inclusion in the membership package has helped to ensure a record year in membership numbers for the Centre. Membership had to be capped at 2,000 to alleviate waiting times in the gym and members missing out on classes as they were full.

An increase of 26% above the proposed budget was achieved in membership fees this year continuing the recent strong trend in this area.

## Maintenance Programmes

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

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

## Public Education

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

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

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

## Safety and Security

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

*1.1.4 Minimise negative impacts on the community and environment*

Beatty Park Leisure Centre lifeguards were named the best in Perth at the 2010 Royal Life Saving Pool Lifesaving Challenge, beating eleven other facilities'



The life-saving skills of Beatty Park's team were awarded at the Royal Life Saving Western Power Honours Awards. L-R: Award recipients Chris Edwards, Lisa Davies and Kelly Jones.



Beatty Park is one of the State's premier aquatic centres—where thousands have learned to swim and used the facility for recreation.

lifeguards in the event. The challenge was an opportunity for aquatic centres to provide professional development for their staff as well as observe how other teams react to challenges.

Three of Beatty Park Leisure Centre's employees were presented with awards at the annual Royal Life Saving Western Power Honours Awards in December 2009. Kelly Jones (Lifeguard), Chris Edwards (Lifeguard) and Lisa Davies (Centre Supervisor) were awarded for their successful rescue, resuscitation and primary care of a swimmer at the Centre.

## Retail Shop, Café and Crèche Service

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

Beatty Park's retail shop had a quiet year despite a number of well received promotions and the introduction of a VIP programme for regular patrons. The online component of the shop continues to be popular, with local and interstate orders being received on a regular basis.

The Café has embraced the Town's Healthy+ Healthy Eating Options Programme and worked with consultants to significantly expand the range of healthy foods available while minimising the number of unhealthy ones on sale. There has been a mixed reaction to this due to some people's perception of what a leisure centre café should offer but on the whole it has been well received due to the wide range of foods still on offer.

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

## The Future of Beatty Park Leisure Centre

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

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

The Town has engaged an architect who, with a team of staff from Beatty Park and the Town, developed a Concept Plan for the redevelopment of the Centre. This was refined through a public consultation process in August/September 2008 and further planning sessions during 2009-2010.

The Concept Plans envisage a staged development which includes a brand new building extension housing a new gym, group fitness area, reception, offices, retail and change-room areas. In addition to the new extension, significant upgrade and refurbishment within the Centre will be undertaken, including the outdoor and dive pool, plant room, change-rooms, swim school and spa.

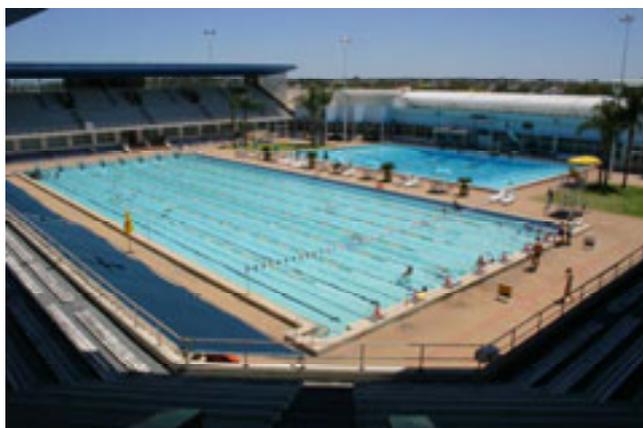
The Town was successful in obtaining \$2.5 million in State Government funding through the Community Sporting and Recreation Facilities Fund. This will assist with the upgrade of the pools, change-rooms and plant room and the installation of geothermal heating for the pools. Despite a number of funding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

- Stage 1  
May 2011-October 2012 (\$14 million)  
New extension, geothermal energy system, new 50m outdoor pool, plant room and associated equipment upgrade
- Stage 2  
2012-2013 Financial Year (\$900,000)  
Car park upgrade, associated landscaping and refurbishment of existing gymnasiums
- Stage 3  
2013-2014 Financial Year (\$950,000)  
New outdoor learners' pool, replacement of the indoor water slide, spa area renovation and upgrade of dive pool
- Stage 4  
2014-2015 Financial Year (costing to be determined)  
Upgrade grandstand/heritage works.

Based on the proposed Concept Plans, the redeveloped Beatty Park Leisure Centre will provide the community with a high quality facility that will be comparable with any new facility in the State and this redevelopment will ensure the operational and financial viability of the Centre for the foreseeable future.



The State Government announced that \$2.5 million had been allocated to the Beatty Park redevelopment. L-R: Jeff Fondacaro (Assistant Manager Aquatic Operations), CEO John Giorgi, Dale Morrissy (Manager Beatty Park Leisure Centre), Mayor Nick Catania, the Hon. Terry Waldron MLA, Minister for Sport and Recreation and Lisa Davies (Centre Supervisor).



The grant from the Community Sports and Recreation Facility Fund programme will spearhead the redevelopment by providing funds to upgrade the existing infrastructure including the outdoor pool, pipes and plant room.

## Library and Local History Services

Manager: Elizabeth Scott

The Library has a long and proud history, starting out as the Mount Hawthorn Library in Oxford Street as part of the City of Perth Library Service. With the move to the new Loftus Centre in 1988 the name was changed to the Leederville Library. When the City of Perth was restructured the Leederville facility became the Town of Vincent Library. In 2008, with the inclusion of a dedicated history centre in the custom-designed building, the facility was renamed the Town of Vincent Library and Local History Centre. Boasting more than 55,000 items in stock in a variety of printed and audio formats, and with approximately 20% on loan at any given time, the Library is a very popular facility. With a belief in the democracy of public libraries, the Library engages with a wide variety of community members on a daily basis, actively addresses issues of social and digital inclusion, and supports the community through the provision of free access to library materials (the value of which is highlighted during times of economic downturn).

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

As a positive outcome of the Organisational Review held last financial year a number of employee positions were upgraded to meet current standards; one position was upgraded to Co-ordinator Library Services and another upgraded to Librarian E-services with a new position of Administration Officer being created. This increased the Library's already strong team to fourteen (FTE 11.6), provided opportunities to develop and recognise skills, and addressed future technological developments. All staff attended a variety of training with senior staff attending a variety of seminars and forums.

## Fifty-Year Storm

### 4.2.6(d) Review disaster recovery procedures

The hail storm that hit Perth on 21-22 March 2010 caused significant damage to the Library workroom with parts of the ceiling collapsing and water flooding the entire staff area. Several thousand books were water damaged as well as the ceiling, carpet and furniture. Damage was minimised by the quick response of employees in removing as much as possible from the water-affected area and sending the damaged books to a restoration company. The Library had recently reviewed its disaster management plans and internal processes were in place to address the crisis, as such the facility was only closed for two days so that public inconvenience was minimised.

## Local History Centre

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

The Local History Centre has hosted a variety of events which, along with changing exhibitions, continue to attract patrons into the Centre, as do the growing collection, research facilities and assistance offered to researchers.



Some 3,000 books were damaged during the March storms. A quick response from staff minimised the damage and thankfully the Local History Collection suffered no damage.

In September 2009 the Local History Photographic Awards were announced. Dr Milena Vico presented 'A History of the Lithuanian Community in Western Australia' in May 2010. Creative Conversations, a series of talks featuring artists from Vincent, was held over six Tuesday nights in May and June in the Local History Centre. The events for the year were completed in June with the launch of the 'Historic Buses of Perth' exhibition which featured thirty-three photographs of buses taken by Ian Atkins between 1958 and 1962.

The Library continued its subscription to Ancestry Library Edition (particularly useful for those researching ancestors in the UK and USA) providing members with free access to records on this site and 6,649 searches were recorded this year. Family history research assistance is also provided (by appointment) by experienced volunteer researchers. A Genealogy Interest Group meets quarterly to facilitate discussion on topics of interest, issues and problems and to host guest speakers. Ancestry help is available at these sessions. Meetings this year included a presentation by Franco Smargiassi on how he has organised his documents on the computer and added oral history to the written records to produce a DVD on his Italian family history; and a presentation by Wendy Brown on how to research and interpret the Census records.

The Local History Centre is used monthly by the Tales of Times Past Group and for the quarterly Northbridge History Project Steering Committee meetings. Involvement in the Northbridge History Project continued with the Town sponsoring members of the community to attend the final annual Northbridge History Studies Day in May.

After the success of the first book, *Our Town*, the Local History staff spent the year researching, writing and compiling a second book, *Early Businesses of Vincent*, which is expected to be available in November 2010.

Apart from the ongoing oral history programme, which has been concentrating on interviews with families connected to early businesses in the area, the collection also acquired 100 interviews with transcripts from the East Perth Power Station History Project.



The monthly Library Forums provide insightful and entertaining information on a range of topics in a welcoming and inclusive setting.

## Vincent Library Forum

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

The Forums continue to be well attended by people of all ages with the monthly events providing both learning and social networking experiences for the community. This year local nursing homes have started bringing some of their members to join in, adding to their social experiences. The average attendance is thirty-five but on special occasions this can increase to seventy, as it did when Agelink Theatre performed their Christmas show.

## Young People's Services

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

The Library, in collaboration with the West Coast Early Years Group, was again involved with the Thanks Dad PhotoVoice Competition which continues to attract quality entries from the Vincent community.

The school holiday programme saw 176 children participate in activities including visits by Scitech and Hillfactor Handmade. The live hatching chickens provided through the wetlands activities were a major attraction with a naming list proving popular. Twice-weekly preschool Storytime sessions were attended by 3,256 children and parents, and Outreach Storytimes were conducted monthly at two local childcare facilities.

Better Beginnings is an early intervention family literacy programme aimed at children from birth to three years which is jointly funded by the State Government, Rio Tinto Future Fund and local government. The purpose of the programme is to encourage parents to read to their children from an early age to help build vocabularies, support parent-child bonding and make reading a life-long pleasure. Baby Rhyme Time is held for children from birth to eighteen months and each session includes nursery rhymes, songs and action rhymes. Twice-weekly



Mayor Catania reading *Little White Dogs Can't Jump* for National Simultaneous Storytime.

sessions were attended by 4,094 children and parents. Better Beginnings and Baby Rhyme Time was promoted to 180 new parents through visits to the child health centres at Highgate, Leederville, Mount Hawthorn and North Perth.

Better Beginnings Plus is a pilot programme launched in February 2010 to extend the Better Beginnings programme to kindergarten and pre-primary students. The Library was invited to trial the programme based on the success of Better Beginnings. Local schools, Aranmore Catholic Primary, North Perth Primary, Sacred Heart Catholic Primary and Highgate Primary, joined the trial and 207 students have received the Better Beginnings Plus toolkits to date.

In April 2010 the Library was invited to again host the Children's Book Council of Australia Judges' Talk on shortlisted titles for the 2010 Children's Book Awards.

The Library continued its support of the Premier's Summer Reading Challenge, Western Australian Premier's Book Awards, Books Alive, Western Australian Young Readers' Book Awards and Children's Book Council of Australia Book Awards by displaying shortlisted books and encouraging readers to vote and enter competitions.



Rod Burton won a Local History Photographic Award for this picture of Edna Robinson (4) at the WA Hunt Club meet in North Perth, 1924.

## Services for Seniors

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

The housebound reader service is an integral part of the Library and Local History Centre. Certified housebound residents are provided with regular deliveries of items that have been individually selected for them. The Library is currently delivering items to sixty-six individuals in their homes, members in five nursing homes and bulk loans to four other nursing homes. A total of 18,245 items were loaned to housebound members this year.

## Book Clubs

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

The three book clubs continue to meet every month with the books being supplied in sets with notes, reviews and questions so that the groups can be self-sufficient. Members of the group select which books are to be read during the year with Library staff co-ordinating delivery and return of the book sets.

## Technology

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

A new self-managed Internet booking system was implemented and members were quick to adapt to it. This system frees staff time from the task of booking people on the Internet terminals by enabling customers to log themselves onto the computers using their library barcode. It also controls the time people can use the Internet, and bars those who have overdue items or owe the Library money.

The online library catalogue (OPAC) has been upgraded to increase ease of use, improve its appearance, add a 'join online' function for new members, promote special collections and new items, and generally increase search capabilities. Wireless Internet (WiFi) was added to the library services for registered members only and has so far proved to be a successful addition.

RFID (Radio Frequency IDentification) technology has been investigated and recommended for implementation in the Library in the next financial year. This cutting-edge technology will not only provide a high level of security for the Library's resources using a security gate system, but will also enable customers to easily check out books themselves using a self-loan kiosk, streamlining and reducing the number of repetitive handling tasks performed by the staff. Staff have visited RFID-enabled libraries to view the available technologies in action and to gather user feedback.

## Stocktake

The State Library of Western Australia requires that a stocktake is undertaken and the Library completed one in April 2010, identifying only ninety items missing from the 55,000 item collection and confirming that the regular process of identifying unused items is successful in highlighting missing items and thus spreading the cost of replacement evenly across the financial year. These losses are expected to be dramatically reduced by the planned implementation of RFID technology.

## Practicum Students

The Library supports library studies students by hosting university and TAFE practicum placements; this year three university students and one TAFE student were hosted.

## Community Languages

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

Over 1,000 items in various community languages are provided for both adult and junior readers, shelved in a dedicated area. There is also a collection of about 100 bilingual items for preschoolers shelved in the junior area to maximise access.

## Tax Help

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



The 'Historic Buses of Perth' exhibition was shown in the Local History Centre and featured 33 photographs taken by Ian Atkins.

# DEVELOPMENT SERVICES

Director: Robert Boardman

## Ranger and Community Safety Services

Manager: Jim MacLean

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

### Parking Enforcement

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

The number of parking infringement notices issued during the 2009-2010 financial year was 32,855 with a total value of \$2,172,084. This shows a slight increase in the number of infringement notices issued and an increase of around \$150,000 (approximately 7.8%) in the revenue generated.

### Paid Parking – Car Parks and Kerbside Locations

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

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

### Parking for Persons with a Disability

*3.1.4 Continued implementation of the principles of universal access*

The Town reviews the parking facilities within its boundaries on an ongoing basis to ensure that adequate facilities are available for use by people with a disability. The Town was an active participant in a recent State Government (Disability Services Commission) Working Party which has developed guidelines for universal access requirements. The Town's current ACROD 2.5 Parking Bays processes are recommended as a template for use by other local governments and private car parks in Western

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

### Animal Control

*1.1.4 Minimise negative impacts on the community and environment*

There are approximately 3,106 dogs registered in Vincent, which is a similar number to last year. The Town dealt with 539 complaints relating to dogs, with thirty-three relating to dog attacks. Twenty-six of these attacks were on people and seven on animals. During the year seventy-one infringement notices and eighty-nine warning notices were issued, with by far the most common reason being 'dog not held on a leash'. There has been an increase of almost 20% in the number of infringement notices being issued and the number of warnings issued. A total of seventy-four dogs were impounded, with sixty-three being claimed, seven being sold and four being euthanised.

In May 2009 Ranger and Community Safety Services conducted an 8-week dog registration door-knock campaign to find and record unregistered dogs. This was a hugely successful initiative that resulted in several hundred additional dogs being registered.

### Litter Control

*1.1.4 Minimise negative impacts on the community and environment*

For a number of years Rangers have adopted a more pro-active role in the area of litter control. There has been a reduction in the number of infringement notices issued for litter offences, although there has been a slight increase in the number of warnings issued. A total of 372 litter complaints were received, which is an increase of around 117% from the 2008-2009 year. However, compliance was obtained in most cases, resulting in only ten infringement notices being issued for litter offences including 'discarded cigarette butt' and 'illegal bill posting'.

### Road, Verge and Footpath Obstructions

*1.1.4 Minimise negative impacts on the community and environment*

Rangers undertook a total of 528 inspections related to road obstructions which include skip bins, road closures for developers, road closures for utility companies, property maintenance (window cleaning, exterior painting etc) and many others. As a result of the inspections, 392 permits were issued with the

remaining applicants being provided with assistance in finding alternative ways to undertake the works.

## Burning/Smoke Nuisances

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

The Local Law relating to Health prohibits the burning of rubbish and refuse or other material on the ground at all times of the year. This is dealt with during business hours by Health Services but all after-hours calls are dealt with by Rangers. Ranger and Community Safety Services received only two after-hours complaints of this nature, which is substantially less than the sixteen complaints in 2008-2009.

## Abandoned Vehicles

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

During 2009-2010 there were 490 abandoned vehicle complaints investigated by Rangers, resulting in fifty-nine vehicles being towed away, ninety being removed prior to Removal Notices being affixed and 341 being removed by the owners.

## Bush Fire Hazard

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

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

## Safer Vincent

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

The latest crime prevention profiles, prepared by the Office of Crime Prevention, provide a positive report card of a 'Safer Vincent' with an overall decrease of 0.8% in reported offences (WA State Government Office of Crime Prevention, Community Safety and Crime Prevention Profile, Town of Vincent 2007-2008).

The Co-ordinator Safer Vincent, in conjunction with the Safer Vincent Crime Prevention Partnership (SVCPP), continues to deal with all community crime prevention concerns and has developed and implemented a number of comprehensive initiatives for the 2009-2010 year including:

- Safer Vincent Logo – the SVCPP conducted a competition by inviting children in years 4 to 7 from all primary schools within Vincent to depict their vision of a 'Safer Vincent', resulting in the development a unique logo which is now used for all Safer Vincent and SVCPP activities.
- Party Buses Code of Conduct – following a successful trial, the Town adopted a Party Bus Code of Conduct for all registered party bus operators frequenting Vincent's popular night spots, whereby party buses operating within Vincent have agreed to abide by a strict code of conduct. This co-operative agreement between the Town and party bus operators is the first of its kind in Australia.



Members of the Safer Vincent Crime Prevention Partnership and representatives from various agencies attended a workshop to review the Safety and Crime Prevention Plan.

- Safety and Crime Prevention Plan – the Town and the SVCPP acknowledge that the reduction of crime and improvement in community safety are key priorities for a safer community. The SVCPP, in conjunction with the Office of Crime Prevention, hosted a successful workshop in May 2010 to review the Town's Community Safety and Crime Prevention Plan.
- Nyoongar Patrol – the Town continues to provide funding for the valuable work of the Nyoongar Patrol Service. A busy summer season with increases in people presenting in the parks followed by an increasingly busy winter period in 2010 has again highlighted the importance of the Nyoongar Patrol providing a service to the Town.
- Child Car Restraint Checking Programme – the free service was utilised by forty-eight residents in the past year. Each resident using this service received a free safety information pack and a Breaking the Criminal Code package.
- Vincent Graffiti Safe Wipes Citizen Packs – the Town distributed more than fifty free packs to businesses and residents to assist with the fast removal of graffiti.
- Vincent Light and Safe – forty-one free motion sensor lights for victims of recent crime or for persons deemed to be 'at risk' were installed in 2009-2010.
- Home and Business Data Dot Valuables Marking Kits – the Town continues to distribute the kits to residents and businesses within Vincent.
- Constable Care – this programme working in primary schools to educate students on the importance of safety/crime prevention was again supported by the Town.
- Vincent Solar Graffiti Lights – with \$20,000 in funding from Office of Crime Prevention the Town will install the lights in graffiti hotspot areas.

## Emergency Management

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

With grant funding received from AWARE in 2009-2010, the Western Central Local Emergency Management Committee (WCLEMC) is in the process of finalising a Community Risk Register. Emergency risks, along with strategies to treat these risks, have been identified and a report will be presented to the Council for adoption in the future.

On 21-22 March 2010 Perth was battered by major storms which resulted in significant wide-spread damage due to large hail, severe winds and flash flooding. The Administration and Civic Centre, Library and the Loftus Centre sustained damage by hail and water. A number of employees provided invaluable assistance in the clean-up.

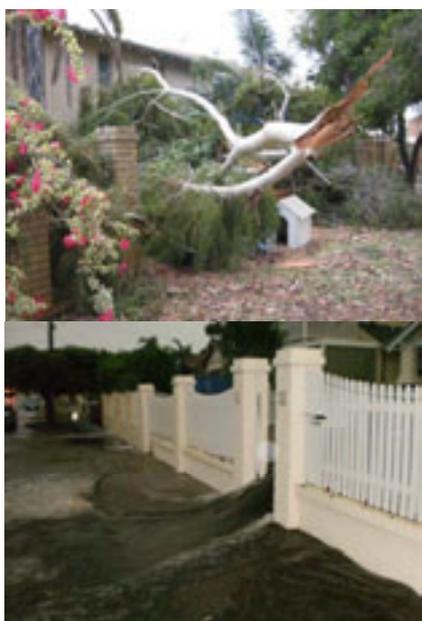
The Town continues to support the Northshore SES Unit. During the year the unit attended approximately 1,700 calls for assistance, including approximately 450 from the Vincent area. Over 3,500 requests for assistance were received from across the metro area during the storms of 22 to 28 March 2010, with around 850 being responded to by the Northshore Unit. Assistance was provided by SES personnel from Karratha, Kalbarri, Meekatharra, Broome, Kalgoorlie and Katanning, along with ninety-one personnel from the eastern states.



Local school children created artworks depicting what they thought represented a 'Safer Vincent'. The ideas from the top entries were then combined to create a new logo that is being used on all Safer Vincent materials.

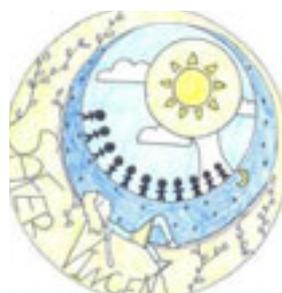


Mayor Nick Catania with Erika Luk from Aranmore Catholic Primary School. Erika's design won 1st place in the logo competition.



The storms that ravaged Perth in March caused wide-spread damage across Vincent. Northshore SES Unit responded to hundreds of calls for help from local residents with flooding, fallen trees and lost roofs.

1st Place  
Erika Luk  
Aranmore Catholic Primary School



2nd Place  
Claire Gillam  
Mount Hawthorn Primary School

3rd Place  
Reuben Tuffin  
Sacred Heart Primary School  
Highgate



## Health Services

Acting Manager: Scott Teymant

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

With the introduction of the *Food Act 2008* this financial year Health Services were presented with new opportunities as the Act has provided Environmental Health Officers with greater flexibility and more effective compliance tools, in particular the ability to issue Infringement Notices/modified penalties for non-compliance. These statutory changes, combined with *Food Act 2008* information sessions and updates provided to all food premises through *Food Safety Matters* quarterly newsletters, has resulted in a notable compliance improvement observed by Environmental Health Officers during routine food premises inspections.

During this period Health Services has also expanded upon its progressive environmental health focus by introducing an Alcohol Policy and Management Plan, in addition to the Healthy Vincent Policy, which paves the way for development of a Public Health Plan during 2010-2011. A new Noise Management Strategy was also implemented to better manage noise compliance throughout Vincent.

### PROGRAMMES

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

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



Health Services issue special event permits so that stall holders can sell food and drinks to patrons of events such as Harmony on Hyde.



VINCENT ACCORD  
*Socialise with Safety*



The Vincent Liquor Accord received the 2010 National Award for Local Government Excellence in Alcohol Management. L-R: Rob Boardman (Director Development Services), Mayor Nick Catania, Scott Teymant (Acting Manager Health Services), Christine Ng (Environmental Health Officer) and Michael Wood (Co-ordinator Safer Vincent) with the Award.

### Food Safety, Training and Monitoring

A total of 351 food premises (i.e. cafés, restaurants, delis, butchers, manufacturers, licensed premises etc) were licensed during the period with a total of 658 food safety and hygiene inspections conducted.

The Department of Health (WA) issued eleven food recalls, four of which required action to ensure the removal of non-compliant food products. A total of 128 food samples were analysed with seventy-four submitted to PathWest for microbiological analysis and fifty-four submitted to Inman and Farrell for chemical analysis as a part of the Local Health Authority Analytical Committee Programme.

### Infectious and Notifiable Disease Control

The Department of Health (WA) altered their reporting requirements for local government in this regard. Therefore, Health Services were not required to conduct patient interviews relating to any infectious/notifiable disease during the period.

Health Services arranged for the immunisation of eighty-nine staff members and forty-two employee family members against influenza (131 total).

### Special Events and Public Buildings

Health Services undertook assessments of 104 permanent public buildings in accordance with the *Health (Public Buildings) Regulations 1992*. A total of 172 special events permits were issued to food stall holders at various events. Temporary public building maximum accommodation certificates were issued for six public events.

### Environmental Noise Control

A total of 268 noise complaints were received resulting in approximately 618 subsequent customer dealings via telephone, in-person and by email. The majority of noise complaints were related to amplified music (115), construction noise (fifty-eight), mechanical noise (fifty-three) with another forty-two complaints related to other matters. Health Services issued six Infringement Notices and no Noise Abatement Directions this year.

### Built Environment

Health Services:

- Assessed and approved three greywater reuse system applications
- Completed Health Impact Assessments on 1,020 development applications, ensuring that the potentially negative environmental health impacts of new developments on the existing community are minimised or eliminated where practicable
- Continued promotion and provision of the subsidised SmartBurn Blocks™ clean air initiative. With a total of twenty-two subsidised blocks being purchased by Vincent residents.

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

A total of 338 samples were obtained and tested in accordance with the *Health (Aquatic Facilities) Regulations 2007*. Compliance action was required on eleven occasions due to substandard results.

### Environmental Health Service Requests

Health Services received 372 customer requests and received an average of five general requests per day (1,270 per year) for information or advice where no further follow-up action was required by Officers (for example, compliance issues with food premises, substandard buildings/accommodation, pest control, dumped rubbish etc). A total of 166 rodent bait and information packages were issued and 3,281 requests for orders and requisitions were processed in relation to property/business settlements.

### Accommodation Control – Lodging Houses and Substandard Buildings

A total of twenty-one lodging houses were licensed, with thirty-five inspections completed for compliance with the *Health Act 1911* and the *Town of Vincent Health Local Law 2004*.

During the year the number of registered substandard properties was reduced from twenty-nine to twenty-six as a result of compliance action taken. This resulted in demolition or upgrades being undertaken by property owners of the most historically problematic properties.

### Legal Action and Statutory Notices

One food business was prosecuted under the repealed *Health (Food Hygiene) Regulations 1993*. Sixty-five Statutory Notices were issued in accordance with the *Health Act 1911*, *Local Government Act 1995*, *Town of Vincent Health Local Law 2004* and *Food Act 2008* and as of 30 June 2010 compliance had been achieved in relation to fifty-six of those notices.



Health Services obtain samples from public aquatic facilities to ensure water quality standards are met.

## Strategic Plan Achievements 2009-2010

| Strategies and Action Plans  | Timeframe | Achievements  |
|--|-----------|---|
| <b>Key Result Area One: Natural and Built Environment</b>  |           |   |
| <b>Objective 1.1: Improve and Maintain Environment and Infrastructure</b>  |           |   |
| <b>1.1.4 Minimise negative impacts on the community and environment</b>  |           |   |
| (c) Introduce Cities for Safe and Healthy Communities Campaign and promote it to the community.                  | 2009-2012 | The Town declined an invitation from ICLEI on 10 February 2010 to become a member; the reason being that the Town is well advanced in relation to the programme/domain areas focussed on by ICLEI. Instead it is likely that an alternate programme will be recommended as part of the sustainability review.   |
| (h) Continue to improve aesthetics and amenity and encourage regeneration of degraded buildings and vacant land. | 2009-2014 | Ongoing. In conjunction with the Co-ordinator Safer Vincent and Police, Health Services have actively pursued an improved compliance framework for dealing with substandard buildings and resolution of a number of ongoing 'problem' vacant properties within the Town. Action to date has resulted in a significant reduction in complaints regarding derelict and dilapidated buildings and the use of such buildings by squatters.  |
| (l) Implement health promotion activities.   | 2009-2014 | Continued development of the Healthy+ Programme (Healthway grant of \$48,550) to develop and implement a programme to encourage local food premises to promote healthier eating options on their menus. Increased access to healthy food aimed to help combat rising levels of obesity, diabetes and other diet-related public health issues. The Healthy+ pilot phase involving ten local businesses has been completed.<br><br>Continuation of the Online Food Safety Training Programme (Health Services and Challenger TAFE partnership – nationally accredited) available to all Vincent food handlers. Regularly promoted by Health Services.<br><br>Continuation of the quarterly <i>Food Safety Matters</i> newsletter to assist in keeping local food businesses well informed.  |
| <b>Key Result Area Three: Community Development</b>  |           |   |
| <b>Objective 3.1: Enhance and Promote Community Development and Well-being</b>                                   |           |   |
| <b>3.1.2 Provide and develop a range of community programmes and community safety initiatives</b>                |           |   |
| (g) Co-ordinate and implement the Vincent Accord 2009-2012.  | 2009-2014 | The Vincent Accord continues to provide an active and meaningful forum with the Accord being recognised by the Injury Control Council of WA during its annual awards ceremony on 29 October 2009. The Vincent Accord was commended for its development of "a number of best practice initiatives in response to heightened community concern about the impact of alcohol consumption and problematic drinking". Most of the key actions detailed in the Vincent Accord strategic document have been completed. Once fully completed or by 2012 (whichever comes first), further key actions will be developed to ensure the Accord is constantly striving to improve and build upon its past achievements. The National Local Government Award for Excellence in Alcohol Management was received by the Accord on 17 June 2010.<br><br>The Party Bus Code of Conduct and Registration was re-evaluated following the conclusion of the trial period and the Code has been formally adopted by the Council. In conjunction with Police and licensees, the roll-out is being progressively implemented. |

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

|  |                  |   |
|--|------------------|---|
| <p>(a) Determine the requirements of the community and ensure that the services provided meet those needs.</p> | <p>2009-2014</p> | <p>Healthy Vincent Policy 3.8.9 was adopted on 29 December 2009 paving the way for the development of a Public Health Plan that puts forward strategies to deal with the six priority areas of the Western Australian Health Promotion Strategy Framework 2007-2011:</p> <ul style="list-style-type: none"> <li>• Preventing Smoking</li> <li>• Healthy Eating</li> <li>• Physical Activity</li> <li>• Healthy Weight</li> <li>• Low Risk Alcohol Use</li> <li>• Preventing Injury.</li> </ul> <p>Development of a Public Health Plan has been budgeted for 2010-2011.</p> <p>At the Ordinary Meeting of 17 November 2009 the Council resolved to adopt the Noisy Places, Quiet Spaces Noise Management Strategy 2010-2013.</p> |
|--|------------------|---|



Recognising the invaluable role that carers play in our community, each year the Town hosts a Carers' Appreciation Lunch.

## Planning, Building and Heritage Services

Manager: Helen Smith

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

### PLANNING AND HERITAGE SERVICES

#### 1.1 Improve and maintain environment and infrastructure

#### Development Activity

A total of 650 Planning Applications were received during the year and comprised:

- 332 development applications
- 67 change of land use applications
- 8 new home occupations
- 0 renewal home occupations
- 33 applications for demolition only of existing buildings
- 220 applications for demolition of existing buildings and redevelopment.

A total of 741 Planning Applications were determined during the year.

#### Local Government Act Notices

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

Four Stop Work notices were served under the provisions of the *Local Government (Miscellaneous Provisions) Act (1960)* and all notices were complied with. Two were withdrawn by the Town, one was the subject of a review application to the State Administrative Tribunal and one is pending resolution.



A number of Heritage Walks were held throughout the year. The first walk was held on 25 October 2009 and saw some 35 participants walk through West Perth and learn about the suburb's history.

### Planning and Development Act Written Directions

Seven written directions were served for unauthorised uses and works on properties under the provisions of the *Planning and Development Act* and the Town's Town Planning Scheme. Two written directions were complied with, one was the subject of a review application to the State Administrative Tribunal and the remaining four are pending resolution and/or legal proceedings.

### BUILDING SERVICES

#### 1.1 Improve and maintain environment and infrastructure

#### Building Activity

A total of 561 Building Applications were determined during the year and comprised:

- 385 Building Licences
- 66 Demolition Licences
- 15 Sign Licences
- 38 Swimming Pool Licences
- 24 Strata Certificates
- 33 Building Approval Certificates for Unauthorised Works.

Total value of approved constructions was \$104,559,631.

#### Building Reviews

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



The second walk was held on 18 April 2010 and the participants were guided through the streets of North Perth, stopping at various points of interest including the North Perth Town Hall and Casson House.

## Strategic Plan Achievements 2009-2010

| Strategies and Action Plans   | Timeframe                                | Achievements   |
|---|--|--|
| <b>Key Result Area One: Natural and Built Environment</b>   |  |  |
| <b>Objective 1.1: Improve and Maintain Environment and Infrastructure</b>   |  |  |
| <b>1.1.1 Capitalise on the Town's strategic location, its centres and commercial areas</b>  |  |  |
| (a) Implement and promote a strategy for each of the Town's Centres.  | A strategy for each year until June 2014 | Strategies for each town centre are addressed in the Local Planning Strategy (LPS). The LPS was first endorsed by the Council on 14 April 2009 and an amended version endorsed on 25 May 2010 as a working document for the preparation of the new Town Planning Scheme and associated policies.   |
| <b>1.1.2 Develop and implement a Town Planning Scheme and associated policies, guidelines and initiatives that deliver the community vision</b>                                     |  |  |
| (a) Review the Town of Vincent Town Planning Scheme No.1 within an agreed timeframe; and deliver a new Town Planning Scheme in accordance with the outcomes of Vincent Vision 2024. | 2009-2010                                | The LPS was first endorsed by the Council on 14 April 2009, and an amended version was endorsed on 25 May 2010 as a working document for the preparation of the new Town Planning Scheme and associated policies. The new Scheme is proposed to be gazetted in April/May 2012.   |
| (b) Implement and promote planning policies and guidelines to enhance sustainability, amenity, universal access, neighbourhood interaction and crime prevention.                    | 2009-2011                                | Planning and Heritage policies and guidelines are being consolidated as part of the Town Planning Scheme Review. In the interim, new policies and guidelines have been adopted while others have been reviewed and amended.  |
| (c) Continue to implement Vincent Vision 2024 objectives.   | 2009-2014                                | Outcomes of Vincent Vision 2024 are being addressed as part of the Town Planning Scheme Review.  |
| (d) Adopt a policy to encourage a proportion of affordable housing, in partnership with the State Government, including a timeframe to implement recommendations.                   | 2009-2014                                | Draft Affordable Housing Strategy advertised for public comment and presented to a Special Meeting on 14 October 2008. The strategy was endorsed by the Council on 14 April 2009 and initiatives to support the strategy have commenced. This strategy is believed to be the first of its kind for a WA local government. The recommendations within the strategy are to inform the review of the Town Planning Scheme No.1. |
| <b>1.1.3 Enhance and maintain the character and heritage of the Town</b>  |  |  |
| (b) Promote the Municipal Heritage Inventory and the Heritage Management Policies.  | 2009-2014                                | Municipal Heritage Inventory promoted through the Town's dedicated heritage website. Policies utilised effectively on a regular basis.   |
| (c) Implement and promote the key objectives of the Heritage Strategic Plan 2007-2012.  | 2001-2012                                | Various publicity and promotional initiatives have been undertaken including Heritage Workshops, Interpretive Signage at the Town's Heritage Places, the Heritage Assistance Fund, circulation of the Heritage Calendar and the Heritage Community Walks.  |
| (d) Investigate and prepare a Strategy to upgrade front fences and street numbering in the Town.  | 2009-2012                                | Property Numbering Policy No. 3.5.20 has been amended and was adopted by Council at the Ordinary Meeting on 14 July 2009.  |

| 1.1.4 Minimise negative impacts on the community and environment   |           |  |
|--|-----------|--|
| (d) Review and progress the implementation and promotion of the Sustainable Environment Plan 2007-2012.  | 2009-2012 | The position of Sustainability Officer was created as part of the 2009 Organisational Review. This position was filled in September 2009 and work has commenced on developing a Sustainability Strategy for the Town. It is anticipated that the strategy will assist to inform the implementation and promotion of sustainability across all sectors of the organisation, including the Sustainable Environment Plan 2007-2012. |
| Key Result Area Two: Economic Development  |           |  |
| Objective 2.1: Progress Economic Development with Adequate Financial Resources   |           |  |
| 2.1.4 Identify the needs and expectations of the business community and facilitate outcomes in the Town  |           |  |
| (a) Implement the Town's Economic Development Strategy to promote economic vitality, the attractive features, strengths and opportunities of businesses in the Town. | 2009-2014 | The Council at its Ordinary Meeting held on 25 May 2010 endorsed the engagement of SGS Economics and Planning to complete a new Economic Development Strategy. Formal engagement to commence in July 2010.   |



A series of House Style Information Brochures have been prepared. The brochures provide detail on the origins and distinct features of a number of local housing types and are a useful resource for those wishing to undertake conservation works. There are 5 brochures—Weatherboard Dwellings, Colonial Georgian Dwellings (an example is pictured left), Federation Bungalows, California Bungalows and Post-War Conventional Bungalows (an example is pictured right).

# TECHNICAL SERVICES

**Director: Rick Lotznicker**

## Mindarie Regional Council

The Town and six other metropolitan local governments comprise the Mindarie Regional Council (MRC). The MRC is committed to reducing the amount of waste to landfill and in 2009 implemented the Stage 1 Resource Recovery Facility located at Neerabup (east Wanneroo) to reduce the size of any future landfill at the existing site located at Tamala Park. The MRC intends to implement resource recovery in three stages over the next few years.

## Environmental Projects

In April 2010 the Town engaged an Environmental Officer – Projects. Since that time the Officer has been progressing a number of matters (which will be carried forward into the next financial year):

- ICLEI Water Campaign
- Catchment Management Plan
- Review of the Waste Minimisation Plan
- Investigation into 'Green Vehicles'
- Banks Foreshore Restoration Stage 2
- Upgrade for Walters' Brook Concept Design
- TravelSmart Action Plan
- Mounts Bay Drain Memorandum of Understanding
- Robertson Park Wetland Investigation/Management
- Environmental Grants and Awards
- Urban Green Thumb Workshops (from next financial year)
- Memorandum of Understanding with the Water Corporation.

## Worm Farms and Compost Bins

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



The Wetlands Heritage Trail, which is designed to encourage reflection on the natural and social history of Vincent, winds its way through a number of parks and reserves.

## Engineering Operations

**Manager: Con Economo**

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

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

## MAINTENANCE OPERATIONS 2009- 2010

During this period in excess of \$1.5 million was expended in maintaining the Town's infrastructure within the road reserve to a safe and acceptable level of service which included maintenance, repairs and cleaning. These works also included the installation of crossovers, street/parking signage, road line marking and street furniture. The majority of these works were undertaken by the Town's workforce and some by contractors under supervision.

## CAPITAL WORKS IMPLEMENTED 2009-2010

### Footpath Upgrade Programme

An allocated amount of \$450,000 to upgrade slab footpaths to cast in-situ concrete and brick paving throughout the Town was expended during this period. The programme resulted in just over three kilometres of footpaths being upgraded within twenty-one individual projects across Vincent.

### Road Resurfacing and Rehabilitation

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

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

During this period approximately \$173,000 of Roads to Recovery funds from the Federal Government was used to upgrade a further eight local roads.

### Rights of Way

In accordance with the adopted programme, five rights of way were upgraded, paved and drained at a total cost of approximately \$325,000. Engineering Operations were also responsible for upgrading a number of rights of way for private developers.

## Capital Works

A large number of significant projects including traffic management, construction and upgrade of existing car parks, Main Roads-funded Black Spot and streetscape improvements were also constructed by Engineering Operations this financial year.

Some projects included the upgrade and construction of the surrounding footpaths and roundabout at the intersection of Stirling and Parry Streets, William Street (Bulwer Street to Brisbane Street) streetscape improvements, Oxford/Vincent Streets traffic flow improvements and angle parking on Barlee and Beaufort Streets.

## Recoverable Works

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

## WASTE MANAGEMENT/STREET CLEANING OPERATIONS

### Household Refuse Collection

In excess of \$2.7 million was expended on the residential and commercial refuse service with the collection and disposal of over 15,000 tonnes of refuse (domestic waste, park rubbish and tidy bins collected by Parks and Property Services and miscellaneous waste). The volume of refuse collected ranged from approximately 990 tonnes to 1,180 tonnes per month.

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

### Dumped Rubbish

The anti-social practice of dumping rubbish increased throughout 2009-2010 with almost daily requests being received to collect dumped rubbish such as old mattresses, lounge suites etc. In response to this, Waste Management and Ranger Services have implemented strategies to address and minimise dumping offences.

### Street Cleaning/ Precinct Cleaning

A budget of approximately \$450,000 was allocated to clean the Town's precincts, roads, footpaths and car parks. This function was undertaken by the Town every day of the year (except Christmas Day and Good Friday).

## Asset and Design Services

**Manager: Craig Wilson**

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

### CAPITAL WORKS DESIGNED AND IMPLEMENTED DURING 2009-2010

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

### Cycling, Walking and Universal Access Improvements

In this financial year the Town completed various cycling, walking and universal access improvement projects. Amongst the major projects was the completion of the design of Palmerston Street on-road cycle lanes linking Hyde Park to Robertson Park and the design of the Wetlands Heritage Trail section through Smith's Lake. Minor improvements included bicycle parking facilities and tactile paving in keeping with the Disability Access and Inclusion Plan and Local Bicycle Network Plan.

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

As part of the State 2009-2010 Metropolitan Regional Roads Programme, the Town applied for and subsequently received funding to upgrade another four district distributor roads. The value of these projects was in the order of \$850,000, to which the Town contributed one-third of the total cost. The works, in the main, comprised new kerbing, drainage improvements, profiling of the existing road surface, applying new asphalt overlay and line-marking.

### Drainage

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

### Car Parking

Approximately \$50,000 was expended on implementing on-road parking in Barlee Street. The design was modified to include plantings.

## STREETSCAPE IMPROVEMENTS AND COMMERCIAL PRECINCT UPGRADES

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

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

### Oxford Street Upgrade Project

The design for the Oxford Street enhancement project included the installation of a central median followed by tree planting, embayed parking, drainage improvements and resurfacing.

## TRAFFIC MANAGEMENT AND SAFETY

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

Various traffic management and safety improvement projects were designed during the course of the year. As mentioned above, the Oxford Street Upgrade design was finalised and, if as anticipated this leads to a reduction in traffic speed, Main Roads WA will be requested to reduce the posted speed limit the length of Oxford Street to 50kph, with a possible further speed reduction through the café strip. The final stage of the project will be a fourth roundabout at the intersection of Oxford Street and Scarborough Beach Road.

A number of traffic management and Black Spot projects were designed/implemented throughout the year with the most notable one being the design of the Parry Street/Stirling Street roundabout.



Interpretative signage has been installed along the Wetlands Heritage Trail.

## OTHER PROGRAMMES

### Bus Shelter Grants Scheme

Over past eight years the Town has participated in the Public Transport Authority's grants scheme to co-fund the installation of new bus shelters; however, whilst no shelters were installed in 2009-2010, a further four shelters will follow in each subsequent year for the life of the programme.

### State Underground Power Programme

The Town applied for Round 5 of the State Underground Power Programme, however the submission was not successful. Notwithstanding, underground power continues to be implemented in small portions as a condition of development approval where appropriate.

## ASSET MANAGEMENT

This task now comes under the jurisdiction of Asset and Design Services and is progressing with the adoption of the Asset Management Strategy and Asset Management Policy. Asset Management Plans for each class of asset are being prepared.

## WASTE MANAGEMENT

Waste Management Administration now comes under the jurisdiction of Asset and Design Services.

### Recycling Collection

To the end of June 2010 there were 11,785 'yellow top' 240L mobile recycling bins in service in Vincent. Some 3,820 tonnes of recyclable materials were collected by the Town's contractor, Perth Waste, from both residential and commercial properties at a total cost of \$968,494. The recyclables were taken to Perth Waste's Bibra Lake recycling facility for sorting and distribution. In addition, the Town collects the following household items for recycling:

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

These items can be dropped off at the Administration and Civic Centre, Library and Local History Centre and Beatty Park Leisure Centre. The Town also collects recycled dry cell batteries from local primary schools.

Further, in association with the Mindarie Regional Council and adjoining local governments, there is an annual Household Hazardous Waste Disposal Day (paints, oil, car batteries etc). Town residents also have access to the Balcatta Transfer Station which is open to the public year round.

### Bulk Verge Collections

The Town carried out two green bulk verge collections and one general junk bulk verge collection during the year. During the bulk verge collection some 620 tonnes of general junk was collected from which fourteen tonnes of scrap metal was recovered. The 573 tonnes of green waste collected was mulched for landscaping use.

## Parks and Property Services

Manager: Jeremy van den Bok

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

### Parks Development

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

Smith's Lake Reserve has significantly increased in size with the demolition and grassing of the former Len Fletcher Pavilion and car park during the 2009-2010 financial year. A pathway, together with lighting and landscaping, has now been constructed through the park as part of the Wetlands Heritage Trail/Greenway Project.

Various building upgrade works were also completed throughout the year including the Forrest Park Clubrooms and the Highgate/Forrest Park Playgroup Premises, the final stage of Britannia Road Reserve Clubrooms and the upgrade of the Hyde Park Stage.

### Conservation/Restoration Projects

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

The Masterplan for the Restoration of Hyde Park Lakes has been completed and, following a workshop and information sessions by the consultants, the two preferred restoration options were advertised to the community for comment. A petition (signed by 276 people) was received from the community during this period registering their support for the restoration the lakes to their original beauty.



The Town received \$183,000 from the Federal Government's Regional and Local Community Infrastructure Programme which funded the replacement of the existing play equipment in Hyde Park and installation of rubber softfall.

A Detailed Site Investigation is still being finalised by Golder Associates to determine the extent of contaminants within the lakes and upon completion meetings will be held with the Department of Environment and Conservation to determine the way forward.

The local plant sales continue to attract significant interest from the community and are receiving increased patronage following the move from the Administration and Civic Centre to the front of the new Library complex.

All major groundwater users, including the Town of Vincent, were required to submit a Water Conservation Plan to the Department of Water by 1 July 2008 and the recommendations and objectives of the plan will be implemented over the next ten years.

### CAPITAL WORKS UNDERTAKEN DURING 2009-2010

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

Other major capital works completed throughout the 2009-2010 year include:

- Wetlands Interpretative Signage (throughout the Town)
- Forrest Park – Bitumen Drive Access
- Smith's Lake Reserve – Paths and Lighting
- Menzies Park – Floodlights
- Hyde Park – Stage Bitumen Path
- Park Furniture Upgrade (Stage 2)
- Street Litter Bin – Replacement Programme
- LifeTrail Exercise Equipment
- Outdoor Exercise Equipment
- Hyde Park – Power to Existing Gazebos
- Electric BBQ Replacement Programme (Stage 1)
- Hyde Park – Replacement of Main Power Supply Cubicle
- Brigatti Garden – Playground Upgrade
- Auckland/Hobart Street Reserve – Playground Upgrade
- Hyde Park – Playground Upgrade (in progress)
- Loftus Street – Streetscape Replacement Planting.

### Projects and Property/Building Maintenance

The major projects completed or commenced as part of a staged upgrade have been outlined above, however other various specified maintenance projects were undertaken throughout the year including roof restorations, floor resealing, general painting and replacement of plumbing infrastructure associated with the Town's seventy-three properties.

The Town has recently adopted a 20-year Universally Accessible Facilities Programme which identifies various buildings within Vincent that do not currently conform to accessible requirements.

An audit has been completed of all buildings within the Town to identify all assets in accordance with the Western Australian Asset Management Improvement

Programme. An upgrade of ME Bank Stadium (renamed nib Stadium on 1 July 2010) was completed this financial year to accommodate the Emirates Western Force's rugby requirements.

**OPERATIONS – MAINTENANCE**

*1.1.5 Enhance and maintain parks and community facilities*

**Street Trees**

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

A total of eighty-seven 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. A total of 109 trees were planted in streets throughout Vincent during 2009-2010.

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

**Weed Pest Control/Fertiliser Applications**

Weed control of footpaths/kerbs/medians is now only undertaken once per year around October. The Town fertilises all active sports reserves three times per year with various blends of fertiliser, depending on results of turf leaf tissue analysis and the Phosphorous Retention Index of the soils. Turf areas around water bodies near Hyde Park, Smith's Lake and Banks Reserve are not fertilised to minimise run-off into the drainage and groundwater systems.

**Playgrounds**

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



The Hyde Park Stage was officially opened on 13 December 2009.

**Graffiti Control**

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

The data below represents the statistics for the period 1 July 2009 to 30 June 2010:

| Suburb         | Reports 2008-09 | Reports 2009-10 |
|----------------|-----------------|-----------------|
| Coolbinia      | 13              | 6               |
| East Perth     | 12              | 14              |
| Highgate       | 109             | 88              |
| Leederville    | 346             | 271             |
| Mount Hawthorn | 263             | 213             |
| Mount Lawley   | 284             | 259             |
| North Perth    | 580             | 387             |
| Perth          | 563             | 497             |
| West Perth     | 125             | 91              |
| Glendalough    | 32              | 0               |
| Osborne Park   | 1               | 0               |

Of the above reports 1,333 were on private property, 468 were on Town property and the remainder were on other service authorities' infrastructure. A total of 14,587m<sup>2</sup> of graffiti was removed.

**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 2009-2010 financial year were:

| Location          | 2007-08  | 2008-09  | 2009-10  |
|-------------------|----------|----------|----------|
| Sportsgrounds     | \$10,245 | \$26,304 | \$27,886 |
| Parks             | \$32,792 | \$32,922 | \$38,542 |
| Road Reserves     | Nil      | Nil      | \$5,750  |
| Car Parks         | \$1,085  | \$972    | \$1,317  |
| Council Buildings | \$49,462 | \$16,579 | \$11,204 |

**Halls and Reserves Bookings**

The total revenue generated for the year from halls bookings was \$208,883 and the total revenue generated from the hiring of reserves was \$68,751.

**Garden Competition**

The Annual Garden Competition was conducted again in October 2009. This popular event is one of the highlights of the year and local residents and businesses are encouraged to enter their own property or other properties within Vincent that they consider worthy of nomination.

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

## PERFORMANCE AND WORKLOAD INDICATORS

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

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

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

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

## Governance

### ACTIVITY

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS                                   | 08/09      | 08/09      | 09/10      |
|--|------------|------------|------------|
| <b>Workload Indicators</b>                                   |            |            |            |
| Average number of residents per Council Member               | 2,989      | 2,989      | 2,989      |
| Size of local government                                     | 11.3 sq km | 11.3 sq km | 11.3 sq km |
| Average population per square kilometre                      | 2,689      | 2,689      | 2,689      |
| <b>Efficiency Indicators</b>                                 |            |            |            |
| Governance expenses as a percentage of operating expenditure | 5.82%      | 5.16%      | 6.40%      |
| Average governance expenses per Council Member               | \$209,376  | \$204,579  | \$273,702  |
| Average amount of Council expenses per Council Member        | \$110,297  | \$107,784  | \$112,150  |
| <b>Effectiveness Indicators</b>                              |            |            |            |
| Elector rating of overall Council Member performance         | N/A        | N/A        | N/A        |
| Voter participation at elections                             | 36.41%     | N/A        | 29.60%     |
| Number of elector initiated meetings                         | Nil        | 1          | 0          |
| Number of complaints against a Council Member received       | Nil        | 1          | 1          |

### Statistical Information

| Governance   | 07/08     | 08/09     | 08/09     |
|--|-----------|-----------|-----------|
| Governance as a percentage of operating expenditure                  | 5.82      | 5.16      | 6.40      |
| Average governance expenditure per Council Member – total governance | \$209,376 | \$204,579 | \$273,702 |
| Members of Council only  | \$110,297 | \$107,784 | \$112,150 |
| <b>Elector Initiated Meetings</b>                                    |           |           |           |
| Number of meetings   | 0         | 1         | 0         |
| <b>Complaints to the Ombudsman</b>                                   |           |           |           |
| Number of complaints   | 1         | 2         | 2         |
| <b>Freedom of Information Requests</b>                               |           |           |           |
| Number of requests   | 4         | 12        | 7         |

## Statistical Information – Decisions of Council

| Item                                  | 07/08                | %     | 08/09                | %     | 09/10                | %     |
|---------------------------------------|----------------------|-------|----------------------|-------|----------------------|-------|
| Items Considered                      | 596                  | -     | 581                  | -     | 546                  | -     |
| Recommendations Adopted               | 448                  | 75.16 | 451                  | 77.62 | 408                  | 74.72 |
| Recommendations Amended               | 105                  | 17.61 | 87                   | 14.97 | 107                  | 19.59 |
| Recommendations Not Adopted           | 6                    | 0.01  | 13                   | 2.24  | 19                   | 3.47  |
| Items carried En Bloc                 | 205                  | 34.39 | 214                  | 36.83 | 235                  | 43.04 |
| Items Deferred                        | 35                   | 5.87  | 28                   | 4.82  | 32                   | 5.86  |
| Items 'Laid on Table'                 | 2                    | 0.33  | 0                    | -     | 0                    | -     |
| Notices of Motion                     | 11                   | -     | 5                    | -     | 9                    | -     |
| Corrected Officer Recommendations     | -                    | -     | -                    | -     | 55                   | 10.07 |
| Average Public Attendance             | 18                   | -     | 30                   | -     | 20                   | -     |
| Average Public Questions/<br>Speakers | 8                    | -     | 12                   | -     | 5                    | -     |
| Average Meeting Time                  | 2 hours & 31 minutes |       | 2 hours & 41 minutes |       | 3 hours & 50 minutes |       |

## Asset Acquisition and Replacement

### ACTIVITY

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS  | 07/08 | 08/09 | 09/10 |
|---|-------|-------|-------|
| <b>Effectiveness Indicators</b>                                   |       |       |       |
| Percentage of Capital Expenditure financed by external funding    | 15.5  | 17.7  | 14.7  |
| Percentage of Assets programmed for replacement actually replaced | 77    | 67    | 82    |
| Ratio of Capital Expenditure to Total Depreciation                | 54%   | 102%  | 90%   |

## Beatty Park Leisure Centre

### ACTIVITY

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS   | 07/08   | 08/09   | 09/10   |
|--|---------|---------|---------|
| <b>Workload Indicators</b>   |         |         |         |
| Number of full time equivalent employees in the Leisure Centre   | 51      | 51      | 51      |
| Number of recreation and leisure centre users per week   | 14,980  | 15,254  | 15,596  |
| Number of swimming pool users per week   | 8,024   | 8,045   | 7,785   |
| Number of aquatic playground users per week  | N/A     | N/A     | N/A     |
| Number of activity users per week (swim school, circuit, aerobics, aquarobics, personal training, massage) | 1,627   | 1,750   | 1,867   |
| <b>Efficiency Indicators</b>   |         |         |         |
| Net cost of operating Leisure Centre per user  | \$0.33  | \$0.27  | \$0.34  |
| Net cost per full-time equivalent employee   | \$5,148 | \$4,167 | \$5,511 |
| Operating cost per hour open to the public   | \$981   | \$1,053 | \$1,113 |
| <b>Effectiveness Indicators</b>  |         |         |         |
| Leisure Centre total operating hours per week  | 98.25   | 98.25   | 98.25   |
| Leisure Centre's written complaints per 1,000 capita   | <1.0%   | <1.0%   | <1.0%   |

## Statistical Information

| Attendance Figures                       | 07/08          | 08/09          | 09/10          |
|--|----------------|----------------|----------------|
| <b>Category</b>                          |                |                |                |
| Adult Swim*                              | 141,750        | 153,438        | 145,660        |
| Child Swim*                              | 53,228         | 52,598         | 53,397         |
| Student Swim*                            | 15,574         | 12,997         | 10,097         |
| Pensioner/Senior Swim*                   | 26,349         | 24,140         | 28,464         |
| Sauna/Spa/Steam Room/Swim*               | 11,421         | 12,856         | 13,375         |
| Pensioner Sauna/Spa/Steam Room/<br>Swim* | 3,149          | 2,891          | 3,384          |
| Student Sauna/Spa/Steam Room/<br>Swim*   | -              | -              | 1,636          |
| Trainer Swim*                            | 11,808         | 12,566         | 13,951         |
| Family Swim (2 adults and 2<br>children) | 14,228         | 15,176         | 15,500         |
| Baby Toddler – free                      | 54,780         | 52,105         | 51,975         |
| Spectator                                | 89,358         | 86,837         | 95,863         |
| In-term Swim and VacSwim                 | 60,094         | 58,004         | 53,967         |
| Carnival                                 | 24,900         | 21,600         | 18,100         |
| Special Events                           | 575            | 650            | 615            |
| Birthday Party participants              | 1,543          | 2,203          | 2,177          |
| Swim School – parent baby                | 12,152         | 14,400         | 15,591         |
| Swim School – preschool                  | 17,015         | 20,250         | 23,001         |
| Swim School – school age                 | 28,314         | 31,450         | 34,077         |
| Swim School – adult                      | 1,995          | 2,420          | 2,867          |
| Swim School – one-to-one                 | 1,400          | 1,690          | 1,276          |
| Swim School – school holiday             | 2,695          | 2,575          | 3,105          |
| Swim School – RLSS In-term               | 2,631          | 2,060          | 2,430          |
| Member Entry                             | 162,052        | 158,706        | 178,104        |
| Casual Gym                               | 4,527          | 3,775          | 3,946          |
| Fitness Appraisal                        | 50             | 47             | -              |
| 50+FIT                                   | 640            | 731            | 848            |
| Aerobics*                                | 7,558          | 7,636          | 6,819          |
| Circuit Gym*                             | 975            | 834            | 479            |
| Aqua Fitness*                            | 6,197          | 3,873          | 4,198          |
| Massage                                  | 925            | 872            | 1,114          |
| Personal Training                        | 2,146          | 2,227          | 2,175          |
| Crèche                                   | 8,090          | 8,453          | 9,367          |
| RPM*                                     | -              | 652            | 1,308          |
| Meetings/Functions/Courses               | 10,871         | 10,220         | 12,130         |
| <b>TOTAL</b>                             | <b>778,990</b> | <b>793,215</b> | <b>810,996</b> |

\* Not including members

## Vincent Library Services

### ACTIVITY

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS                                      | 07/08   | 08/09    | 09/10   |
|---|---------|----------|---------|
| <b>Workload Indicators</b>                                      |         |          |         |
| Number of library loans per annum                               | 178,190 | 195,422  | 198,869 |
| Total registered members  | 16,373  | 10,765   | 16,030  |
| Total number of requests per annum per member                   | 0.41    | 0.63     | 0.86    |
| <b>Efficiency Indicators</b>                                    |         |          |         |
| Total number of requests satisfied                              | 6,685   | 6,805    | 9,449   |
| Total members served per staff member full-time equivalent      | 15.89   | 10.45    | 14.24   |
| Total book loans per staff member full-time equivalent          | 17,300  | 18,973   | 15,443  |
| Library operating expenditure per member                        | \$65.82 | \$111.59 | \$79.11 |
| <b>Effectiveness Indicators</b>                                 |         |          |         |
| Number of library loans per member                              | 10.88   | 18.15    | 12.41   |
| Total hours per week of access                                  | 57      | 55       | 55      |
| Hours of access outside normal office hours                     | 17      | 15       | 15      |
| Current membership as percentage of local government population | 61.21   | 35.35    | 35.4    |
| Average number of users of Internet terminals per week          | 142.86  | 261      | 365     |

### Statistical Information

| Membership                               | 07/08         | 08/09         | 09/10         |
|--|---------------|---------------|---------------|
| Adult Membership                         | 13,055        | 9,064         | 13,493        |
| Child Membership                         | 2,645         | 1,436         | 2,537         |
| <b>Total Membership</b>                  | <b>16,373</b> | <b>10,765</b> | <b>16,030</b> |
| Percentage of resident membership        | 62.76         | 54.09         | 39.43         |
| Number of housebound members             | 103           | 70            | 66            |
| Average monthly transactions             | 30,878        | 30,660        | 31,864        |
| Number of Library Board stock per capita | 1.22          | 1.25          | 1.25          |
| Library Board standard                   | 1.25          | 1.25          | 1.25          |
| Number of items issued                   | 178,190       | 195,422       | 198,869       |
| Library gross expenditure                | \$1,077,748   | \$1,201,225   | \$1,268,137   |
| Cost per issue                           | \$6.05        | \$6.15        | \$6.38        |

## Law and Order Services

### ACTIVITY

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS  | 07/08      | 08/09     | 09/10      |
|---|------------|-----------|------------|
| <b>Workload Indicators</b>  |            |           |            |
| Expenditure per property serviced by Ranger Services                                  | \$55.89    | \$58.82   | \$237.18   |
| Total annual complaints received per capita   | 0.79       | 0.87      | 0.87       |
| Number of reports received to which Ranger Services response was warranted            | 22,313     | 24,742    | 24,841     |
| <b>Efficiency Indicators</b>  |            |           |            |
| Ranger Service revenue per full-time equivalent                                       | -\$119,419 | -\$81,790 | -\$114,411 |
| Response time to reports received   | 2 hours*   | 2 hours*  | 2 hours*   |
| Responses handled per full-time equivalent  | 2,789      | 2,749     | 2,849      |
| <b>Effectiveness Indicators</b>   |            |           |            |
| Percentage of rateable properties covered by Ranger Services                          | 100        | 100       | 100        |
| Percentage of total reports warranting Ranger response to which response was provided | 100        | 100       | 100        |
| Total reported complaints   | 22,315     | 24,744    | 25,643     |

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

### Statistical Information

| Number of Complaints                         | 07/08 | 08/09 | 09/10 |
|--|-------|-------|-------|
| Litter                                       | 266   | 372   | 343   |
| Dogs – general                               | 261   | 539   | 539   |
| Dogs – noise                                 | 62    | 73    | 66    |
| Dogs – attacks                               | 22    | 33    | 33    |
| Bush fire/burn off                           | 131   | 96    | 92    |
| Other  | 132   | 499   | 736   |
| Total number of non-parking complaints       | 874   | 1,612 | 1,597 |
| <b>Number of Infringement Notices Issued</b> |       |       |       |
| Dog Act                                      | 29    | 71    | 71    |
| Litter Act                                   | 31    | 10    | 18    |
| <b>Dogs</b>                                  |       |       |       |
| Number of dogs impounded                     | 116   | 74    | 74    |
| Number of dogs claimed                       | 98    | 63    | 63    |
| Number of dogs sold                          | 7     | 7     | 6     |
| Number of dogs euthanised                    | 11    | 4     | 5     |

## Car Parks and Parking Control

### ACTIVITY

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

### OBJECTIVES

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

| KEY PERFORMANCE INDICATORS   | 07/08     | 08/09     | 09/10     |
|--|-----------|-----------|-----------|
| <b>Workload Indicators</b>   |           |           |           |
| Parking revenue as a percentage of overall revenue                             | 12.7      | 12.25     | 13.40     |
| Total number of infringements issued per annum                                 | 26,079    | 32,746    | 32,855    |
| Total number of infringements issued per capita                                | 0.93      | 1.15      | 1.16      |
| Number of premises assessed for eligibility for parking permits                | 1,039     | 1,150     | 1,304     |
| Number of properties assessed for road closure/obstruction permits             | 497       | 706       | 864       |
| Number road/footpath obstruction permits issued                                | 324       | 434       | 392       |
| <b>Efficiency Indicators</b>   |           |           |           |
| Number of infringements issued per full-time equivalent                        | 2,898     | 3,638     | 3,651     |
| Parking revenue generated per full-time equivalent                             | \$329,081 | \$362,945 | \$438,693 |
| <b>Effectiveness Indicators</b>  |           |           |           |
| Percentage of revenue over total expenditure for car parks and parking control | 202       | 196       | 186       |
| Number of complaints received by Ranger Services regarding parking in Vincent  | 16,642    | 14,405    | 18,818    |

## Statistical Information

| Revenue                          | 07/08              | 08/09              | 09/10              |
|----------------------------------|--------------------|--------------------|--------------------|
| <b>Inspectorial Control</b>      |                    |                    |                    |
| Modified Penalties               | \$1,939,162        | \$2,011,300        | \$2,158,630        |
| Court Imposed Penalties          | Not Available      | \$500              | \$192              |
| Sale of Parking Signs            | \$1,211            | \$1,100            | \$873              |
| Other Revenue                    | \$5,359            | \$1,810            | \$12,389           |
| <b>Total</b>                     | <b>\$1,945,732</b> | <b>\$2,014,710</b> | <b>\$2,172,084</b> |
| <b>Car Parks</b>                 |                    |                    |                    |
| Frame Court                      | \$625,866          | \$643,200          | \$995,524          |
| Brisbane Street                  | \$266,693          | \$240,500          | \$265,807          |
| Raglan Road                      | \$23,494           | \$25,900           | \$27,093           |
| The Avenue                       | \$418,170          | \$408,900          | \$563,019          |
| Oxford Street                    | \$7,860            | \$2,000            | \$1,511            |
| Chelmsford Road                  | \$54,187           | \$55,700           | \$57,277           |
| Loton Park                       | \$36,335           | \$35,000           | \$78,974           |
| The Stadium                      | \$5,197            | \$5,000            | \$4,647            |
| Barlee Street                    | \$37,817           | \$35,000           | \$36,172           |
| <b>Total</b>                     | <b>\$1,475,619</b> | <b>\$1,451,200</b> | <b>\$2,030,024</b> |
| <b>Kerbside Parking</b>          |                    |                    |                    |
| Various Kerbside Locations       | \$526,484          | \$597,500          | \$623,517          |
|                                  |                    |                    |                    |
| <b>Parking Revenue Total</b>     | <b>\$3,947,835</b> | <b>\$4,063,410</b> | <b>\$4,825,625</b> |
| <b>Expenditure</b>               |                    |                    |                    |
| Inspectorial Control             | \$1,570,832        | \$1,672,545        | \$1,966,503        |
| Car Parks                        | \$385,322          | \$507,541          | \$621,942          |
| <b>Parking Expenditure Total</b> | <b>\$1,956,154</b> | <b>\$2,180,086</b> | <b>\$2,588,445</b> |
|                                  |                    |                    |                    |
| <b>Net Parking Revenue</b>       | <b>\$1,991,681</b> | <b>\$1,883,324</b> | <b>\$2,237,180</b> |

## Town Planning and Development Control

### ACTIVITY

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS   | 07/08   | 08/09   | 09/10   |
|--|---------|---------|---------|
| <b>Comparative Indicators</b>  |         |         |         |
| Net planning and regulatory costs per capita                             | \$29    | \$42    | \$59    |
| Number of planning applications determined through the year*             | 615     | 703     | 741     |
| Development applications   | 511     | 539     | 650     |
| Survey strata title applications   | 16      | 32      | 20      |
| Subdivision referrals  | 41      | 61      | 41      |
| Change of land use applications  | 42      | 66      | 67      |
| Home occupation applications   | 5       | 5       | 8       |
| Requests for Town Planning Scheme amendments                             | 0       | 0       | 0       |
| <b>Efficiency Indicators</b>   |         |         |         |
| Percentage of planning applications determined under delegated authority | 76      | 72      | 75      |
| Development applications   | 79      | 76      | 75      |
| Survey strata title applications   | 74      | 66      | 82      |
| Subdivision referrals  | 66      | 69      | 88      |
| Change of land use applications  | 33      | 38      | 55      |
| Home occupation applications   | 40      | 40      | 50      |
| Average net cost of processing planning applications                     | \$1,267 | \$980   | \$1,391 |
| Average planning application processing time                             | 48 days | 52 days | 49 days |
| Development applications   | 59 days | 63 days | 51 days |
| Survey strata title applications   | 33 days | 34 days | 14 days |
| Subdivision referrals  | 29 days | 37 days | 18 days |
| Change of land use applications  | 71 days | 65 days | 53 days |
| Home occupation applications   | 46 days | 80 days | 63 days |
| Percentage of applications processed within statutory time frame         | 93      | 65      | 95      |
| <b>Effectiveness Indicators</b>  |         |         |         |
| Percentage of appeals per application decision**                         | 3       | 4       | 2       |
| Percentage of successful appeals per appeal lodged                       | 40      | 50      | 33      |

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

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

## Statistical Information

| Planning Applications                          | 07/08      | 08/09      | 09/10      |
|--|------------|------------|------------|
| Planning Applications                          | 302        | 221        | 322        |
| Development not involving demolition           | 42         | 66         | 67         |
| Home Occupation                                | 4          | 5          | 8          |
| Home Occupations – renewals                    | 1          | 0          | 0          |
| Demolition excluding redevelopment             | 25         | 54         | 33         |
| Demolition including redevelopment             | 184        | 202        | 220        |
| <b>Total</b>                                   | <b>558</b> | <b>548</b> | <b>650</b> |
| Planning Appeals – Tribunal                    |            |            |            |
| Total Number                                   | <b>20</b>  | <b>23</b>  | <b>17</b>  |
| Appeals Dismissed                              | 8          | 3          | 3          |
| Appeals Upheld                                 | 3          | 4          | 3          |
| Appeals Dismissed (part)                       | 1          | 0          | 3          |
| Appeals Withdrawn                              | 5          | 8          | 5          |
| Appeals Pending                                | 3          | 8          | 3          |
| Approved Developments                          |            |            |            |
| Single Houses                                  | 69         | 84         | 83         |
| Grouped Dwellings                              | 32         | 46         | 50         |
| Multiple Dwellings                             | 12         | 10         | 15         |
| Aged/Dependent Persons Dwellings               | 1          | 0          | 1          |
| <b>Total Number of Dwellings</b>               | <b>114</b> | <b>140</b> | <b>149</b> |
| Dwellings subject to alterations/<br>additions | 286        | 703        | 741        |
| Home Occupations                               | 1          | 5          | 8          |
| Mixed-Use Developments                         | 25         | 31         | 38         |
| Comprising:                                    |            |            |            |
| shop   | 10         | 10         | 5          |
| office   | 56         | 60         | 34         |
| eating house                                   | 6          | 1          | 1          |
| show room                                      | 6          | 1          | 7          |
| education establishment                        | 0          | 0          | 0          |
| group dwellings                                | 8          | 0          | 2          |
| multiple dwellings                             | 302        | 202        | 182        |
| light industry                                 | 0          | 1          | 0          |
| unlisted use                                   | 4          | 1          | 1          |
| hall incl. dining                              | 0          | 0          | 1          |
| hostel   | 0          | 0          | 1          |
| Commercial                                     | 79         | 129        | 25         |

## Building Management and Control

### ACTIVITY

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

### OBJECTIVES

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

| KEY PERFORMANCE INDICATORS  | 07/08               | 08/09               | 09/10               |
|---|---------------------|---------------------|---------------------|
| <b>Workload Indicators</b>  |                     |                     |                     |
| Number of building applications per year  | 563                 | 583                 | 561                 |
| Average value of building applications per year   | \$264,869           | \$225,428           | \$186,380           |
| Building control revenue to expenditure ratio   | 0.52                | 0.60                | 0.63                |
| <b>Efficiency Indicators</b>  |                     |                     |                     |
| Average number of working days to decide building application                                   | 12.0 days           | 4.4 days            | 33.6 days           |
| Percentage of building licence applications processed within 35 days                            | 95                  | 100                 | 81                  |
| Percentage of private swimming pools inspected during the year                                  | 96                  | 43                  | 22                  |
| Net private swimming pool inspection costs per inspection (GST inclusive)                       | \$26.40             | \$26.40             | \$26.40             |
| <b>Effectiveness Indicators</b>   |                     |                     |                     |
| Percentage of appeals per building licence application decision                                 | Nil                 | Nil                 | Nil                 |
| Percentage of successful appeals lodged   | No Building Appeals | No Building Appeals | No Building Appeals |
| Percentage of pools inspected that require second or subsequent inspection to ensure compliance | 33                  | 62                  | 40                  |

### Statistical Information

| Building Licences                           | 07/08         | 08/09         | 09/10         |
|---|---------------|---------------|---------------|
| Building Licences                           | 397           | 397           | 385           |
| Demolition Licences                         | 80            | 89            | 66            |
| Sign Licences                               | 18            | 13            | 15            |
| Swimming Pool Licences                      | 50            | 30            | 38            |
| Strata Certificates                         | 18            | 20            | 24            |
| <b>Total</b>                                | <b>563</b>    | <b>583</b>    | <b>561</b>    |
| Value                                       | \$149,120,980 | \$131,424,695 | \$104,559,631 |
| <b>Private Pool Inspections</b>             |               |               |               |
| Number of Pools Inspected                   | 598           | 271           | 143           |
| Number of Pools Requiring Re-Inspection     | 154           | 168           | 56            |
| Percentage of Pools Requiring Re-Inspection | 26            | 62            | 40            |

# Health Services

## ACTIVITY

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

## OBJECTIVE

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

| KEY PERFORMANCE INDICATORS  | 07/08   | 08/09   | 09/10   |
|---|---------|---------|---------|
| <b>Expenditure</b>  |         |         |         |
| Health Service expenditure as a percentage of total operating expenditure     | 1.75    | 2.2     | 2.1     |
| Health expenditure per head of population                                     | \$22.12 | \$26.57 | \$30.40 |
| <b>Workload Indicators</b>  |         |         |         |
| Number of premises inspections required per annum:                            |         |         |         |
| • Food premises   | 971     | 871     | #660    |
| • Public buildings  | 126     | 130     | 104     |
| • Public swimming pools samples   | 364     | 372     | 338     |
| • Lodging houses  | 42      | 42      | 42      |
| • Skin penetration premises (registered)                                      | *60     | *13     | 2       |
| • Offensive trades  | 15      | 22      | 18      |
| • Pest control  | 262     | 170     | 166     |
| • Noise (including follow-up)   | ^ 346   | 671     | 618     |
| Number of Special Event Permits   | **      | 81      | 172     |
| Number of Development and Building Licence Applications assessed for HIA      | **      | 610     | 1,020   |
| Number of Greywater System Applications assessed                              | **      | 3       | 3       |
| Number of Property and Business Orders and Requisitions processed             | **      | 1,554   | 3,281   |
| Number of customer requests actioned  | **      | 297     | 167     |
| Number of complaints received against Health Services per annum               | 1       | 0       | 0       |
| <b>Efficiency Indicators</b>  |         |         |         |
| Percentage of premises inspections completed during the year – for each type: |         |         |         |
| • Food premises   | 67.6    | 67.1    | 99.7    |
| • Public buildings  | 51.58   | 75.4    | 67      |
| • Public swimming pools   | 57.51   | 91.3    | 100     |
| • Lodging houses  | 59.52   | 100     | 60      |
| • Skin penetration premises   | 10      | 15      | 50      |
| • Offensive trades  | 66.66   | 59.10   | 89      |

#New statutory risk rating system implemented

\*Formerly included 'hairdresser' inspection data

^different assessment method

\*\*Not previously reported

| Effectiveness Indicators   |              |            |             |
|--|--------------|------------|-------------|
| Number of Health Notices issued under the <i>Health Act 1911</i> and <i>Town of Vincent Health Local Law 2004</i> and <i>Food Act 2008</i> (Compliance as a percentage)    | 60<br>(82)   | 49<br>(82) | 38<br>(86)  |
| Number of Statutory Notices issued under the <i>Local Government Act 1995</i> and <i>Local Government (Miscellaneous Provisions) Act 1960</i> (Compliance as a percentage) | 11<br>(72.8) | 13<br>(85) | 10<br>(100) |
| Number of Noise Infringement Notices issued (Compliance as a percentage)   | 4<br>(75)    | 13<br>(70) | 6<br>(100)  |
| Number of Noise Abatement Directions issued (Compliance as a percentage)   | 3<br>(100)   | 7<br>(71)  | 0<br>(N/A)  |
| Number of Food Premises Infringement Notices issued (Compliance as a percentage)   | **           | **         | 20<br>(100) |
| Number of Environmental Pollution Notices issued   | 0            | 0          | 0           |
| Number of non-compliant swimming pool samples received (Compliance as a percentage)  | 10<br>(-)    | 5<br>(-)   | 11<br>(100) |
| Number of unsatisfactory food samples submitted for analysis (Compliance as a percentage)  | 8<br>(-)     | 17<br>(-)  | 35<br>(71)  |
| Number of prosecutions under the <i>Health Act 1911</i> (Success rate as a percentage)   | 0<br>(N/A)   | 1<br>(100) | 3<br>(100)  |

\*\*Not previously reported

### Statistical Information

| Infectious Disease  | 07/08     | 08/09    | 09/10    |
|---|-----------|----------|----------|
| Campylobacteriosis  | 29        | 1        | 0        |
| Giardiasis  | 1         | 0        | 0        |
| Salmonellosis   | 6         | 4        | 0        |
| Shigellosis   | 2         | 0        | 0        |
| Ross River Virus  | 0         | 2        | 0        |
| Cryptosporidiosis   | 0         | 0        | 0        |
| <b>Total</b>  | <b>39</b> | <b>7</b> | <b>0</b> |
| Food Samples  |           |          |          |
| Chemical Food Samples   | 102       | 95       | 54       |
| Complying Samples   | 159       | 156      | 74       |
| Microbiological Samples   | 69        | 78       | 93       |
| Microbiological Swabs   | 9         | 0        | 0        |
| Number of food samples submitted for analysis per thousand capita | 6.3       | 6.2      | 6.2      |
| Immunisation  |           |          |          |
| Number of staff immunised against influenza                       | 102       | 122      | 131      |

## 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   | 07/08    | 08/09    | 09/10    |
|--|----------|----------|----------|
| <b>Workload Indicators</b>   |          |          |          |
| Hectares of parks, gardens and recreation grounds per thousand capita passive and active | 3.94     | 3.93     | 3.94     |
| Annual cost of parks and recreation grounds maintenance per rateable property            | \$116.35 | \$121.45 | \$138.25 |
| Number of passive reserves   | 39       | 39       | 39       |
| Number of active reserves  | 21       | 21       | 21       |
| Number of trees planted per year   | 256      | 250      | 81       |
| <b>Efficiency Indicators</b>   |          |          |          |
| Annual maintenance cost per hectare for parks and recreation grounds                     | \$16,978 | \$18,163 | \$20,976 |
| Annual maintenance cost per hectare for street tree and verge maintenance                | \$8,439  | \$8,911  | \$10,081 |
| <b>Statistical Information</b>   |          |          |          |
| Reserve Booking Statistics   | 07/08    | 08/09    | 09/10    |
| <b>Braithwaite Park</b>  |          |          |          |
| Number of Bookings   | 17       | 19       | 21       |
| Number of Users  | 2,566    | 1,300    | 2,355    |
| Revenue  | \$1,066  | \$1,183  | \$1,170  |
| <b>Hyde Park</b>   |          |          |          |
| Number of Bookings   | 180      | 90       | 120      |
| Number of Users  | 23,695   | 38,039   | 55,103   |
| Revenue  | \$3,964  | \$7,952  | \$12,098 |
| <b>Banks Reserve</b>   |          |          |          |
| Number of Bookings   | 15       | 16       | 19       |
| Number of Users  | 3,080    | 1,342    | 4,450    |
| Revenue  | \$3,627  | \$5,549  | \$8,198  |
| <b>Beatty Park Reserve</b>   |          |          |          |
| Number of Bookings   | 265      | 246      | 264      |
| Number of Users  | 11,680   | 10,286   | 11,920   |
| Revenue  | \$4,820  | \$5,358  | \$6,432  |
| <b>Woodville Reserve</b>   |          |          |          |
| Number of Bookings   | 32       | 85       | 67       |
| Number of Users  | 1,180    | 1,633    | 2,720    |
| Revenue  | \$12,342 | \$13,114 | \$2,269  |
| <b>Britannia Road Reserve</b>  |          |          |          |
| Number of Bookings   | 464      | 722      | 546      |
| Number of Users  | 68,983   | 88,803   | 88,941   |
| Revenue  | \$10,190 | \$15,560 | \$13,816 |
| <b>Charles Veryard Reserve</b>   |          |          |          |
| Number of Bookings   | 197      | 213      | 200      |
| Number of Users  | 6,893    | 9,705    | 15,574   |
| Revenue  | \$10,458 | \$12,704 | \$4,106  |

| <b>Les Lilleyman Reserve</b>           |           |           |           |
|--|-----------|-----------|-----------|
| Number of Bookings                     | 229       | 290       | 341       |
| Number of Users                        | 7,683     | 6,904     | 20,898    |
| Revenue                                | \$3,229   | \$3,579   | \$4,106   |
| <b>Menzies Park Reserve</b>            |           |           |           |
| Number of Bookings                     | 216       | 311       | 941       |
| Number of Users                        | 12,786    | 12,850    | 16,123    |
| Revenue                                | \$1,339   | \$9,365   | \$9,710   |
| <b>Birdwood Square</b>                 |           |           |           |
| Number of Bookings                     | 106       | 110       | 65        |
| Number of Users                        | 4,432     | 3,425     | 7,671     |
| Revenue                                | \$2,472   | \$1,769   | \$2,212   |
| <b>Forrest Park</b>                    |           |           |           |
| Number of Bookings                     | 324       | 350       | 300       |
| Number of Users                        | 35,418    | 37,432    | 19,350    |
| Revenue                                | \$2,333   | \$2,475   | \$2,465   |
| <b>Hall Booking Statistics</b>         |           |           |           |
| <b>North Perth Town Hall</b>           |           |           |           |
| Number of Bookings                     |           |           |           |
| Main Hall                              | 356       | 697       | 760       |
| Lesser Hall                            | 359       | 430       | 694       |
| Number of Users                        |           |           |           |
| Main Hall                              | 15,033    | 22,258    | 37,809    |
| Lesser Hall                            | 8,421     | 10,553    | 15,085    |
| Total Revenue                          | \$24,000  | \$50,716  | \$47,173  |
| Total Expenditure                      | \$20,682  | \$41,218  | \$71,967  |
| Net Return                             | \$3,318   | \$9,498   | \$23,720  |
| <b>Mount Hawthorn Community Centre</b> |           |           |           |
| Number of Bookings                     |           |           |           |
| Main Hall                              | 172       | 336       | 374       |
| Lesser Hall                            | 455       | 900       | 557       |
| Number of Users                        |           |           |           |
| Main Hall                              | 8,988     | 11,506    | 23,340    |
| Lesser Hall                            | 29,590    | 26,667    | 23,113    |
| Total Revenue                          | \$36,650  | \$48,726  | \$63,394  |
| Total Expenditure                      | \$57,326  | \$74,987  | \$75,326  |
| Net Return                             | -\$20,676 | -\$26,261 | -\$11,932 |
| <b>Banks Reserve Pavilion</b>          |           |           |           |
| Number of Bookings                     | 197       | 425       | 283       |
| Number of Users                        | 5,456     | 6,188     | 4,990     |
| Total Revenue                          | \$7,500   | \$9,518   | \$13,343  |
| Total Expenditure                      | \$19,030  | \$25,044  | \$29,083  |
| Net Return                             | -\$11,530 | -\$15,526 | -\$15,740 |
| <b>Menzies Park &amp; Pavilion</b>     |           |           |           |
| Number of Bookings                     | 214       | 164       | 414       |
| Number of Users                        | 6,586     | 5,657     | 8,740     |
| Total Revenue                          | \$7,850   | \$7,900   | \$10,532  |
| Total Expenditure                      | \$80,980  | \$72,578  | \$109,212 |
| Net Return                             | -\$73,130 | -\$64,678 | -\$98,680 |
| <b>Royal Park Hall</b>                 |           |           |           |
| Number of Bookings                     | 205       | 786       | 450       |
| Number of Users                        | 10,141    | 15,196    | 23,501    |
| Total Revenue                          | \$10,919  | \$46,157  | \$50,726  |
| Total Expenditure                      | \$44,610  | \$78,559  | \$83,103  |
| Net Return                             | -\$33,691 | -\$32,402 | -\$32,377 |

## Road Reserve Infrastructure

### ACTIVITY

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS                                    | 07/08    | 08/09    | 09/10    |
|---|----------|----------|----------|
| <b>Workload Indicators</b>                                    |          |          |          |
| Road preservation expenditure ratio                           | 0.13     | 0.16     | 0.17     |
| Town resources roadwork expenditure per rateable property     | \$220.31 | \$177.09 | \$208.57 |
| Proportion of total expenditure applied to sealed roads       | 9.24%    | 11.83%   | 14.75%   |
| <b>Efficiency Indicators</b>                                  |          |          |          |
| Percentage of utilisation and road-making plant               | 85.39    | 85.39    | 87.64    |
| Percentage of road asset network assessed for a set condition | 7.14     | 7.14     | 10.17    |
| Percentage of road construction completed within the year     | 80.37    | 79.37    | 86.67    |
| Average cost of verge or streetscape maintenance per hectare  | \$91.50  | \$91.50  | \$76.95  |
| <b>Effectiveness Indicators</b>                               |          |          |          |
| Road condition ratio  | 0.49     | 0.49     | 0.50     |
| Percentage of road capital expenditure to road depreciation   | 4.86     | 4.35     | 3.15     |
| Road preservation performance ratio                           | 0.81     | 0.87     | 0.94     |

## Waste Management

### ACTIVITY

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

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

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

### OBJECTIVE

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

| KEY PERFORMANCE INDICATORS                           | 07/08  | 08/09  | 09/10  |
|--|--------|--------|--------|
| <b>Workload Indicators</b>                           |        |        |        |
| Waste management revenue to expenditure ratio        | 0.03   | 0.03   | 0.03   |
| Number of residential waste collections per week     | 13,081 | 14,020 | 14,423 |
| Total tonnes of waste to landfill per annum          | 13,801 | 15,352 | 15,030 |
| <b>Efficiency Indicators</b>                         |        |        |        |
| Waste collection cost per tonne                      | \$196  | \$235  | \$317  |
| Waste collection cost per service                    | \$171  | \$226  | \$277  |
| Net recycling cost per tonne                         | \$205  | \$257  | \$254  |
| Total annual waste management expenditure per capita | \$101  | \$118  | \$144  |
| <b>Effectiveness Indicators</b>                      |        |        |        |
| Number of complaints per thousand capita             | 7.62   | 6.24   | 3.24   |
| Percentage of missed services per week               | 0.01   | 0.01   | 0.01   |

## Statistical Information

| <b>Rubbish Collection</b>   | <b>07/08</b> | <b>08/09</b> | <b>09/10</b> |
|---|--------------|--------------|--------------|
| Rateable Properties   | 15,855       | 16,300       | 16,326       |
| Residential Properties serviced   | 13,081       | 14,020       | 14,423       |
| Commercial Properties serviced by Town of Vincent (includes churches, schools, halls and some vacant blocks that are under development) | 2,774        | 1,804        | 1,273        |
| Commercial Properties not serviced by Town of Vincent   | 410          | 418          | N/A          |
| Total domestic and commercial rubbish tipping costs   | \$648,647    | \$731,665    | \$1,571,848  |
| Total tonnes domestic and commercial rubbish collected  | 13,801       | 13,727       | 13,331       |
| <b>Recycling – Domestic</b>   |              |              |              |
| Paper   | N/A          | N/A          | 789          |
| Co-mingled  | N/A          | N/A          | 2,636        |
| <b>Total Tonnage</b>  | <b>1,367</b> | <b>3,128</b> | <b>3,425</b> |
| <b>Recycling – Commercial</b>   |              |              |              |
| Paper   | N/A          | N/A          | N/A          |
| Co-mingled  | N/A          | N/A          | N/A          |
| <b>Total Tonnage</b>  | <b>1,345</b> | <b>N/A</b>   | <b>N/A</b>   |
| <b>Public Tidy Bins/Parks</b>   |              |              |              |
| Tipping cost per tonne  | \$47.00      | \$59.40      | \$72.60      |
| Tipping costs   | \$30,926     | \$33,481     | \$31,670     |
| Tonnes  | 658          | 564          | 508          |
| Collection cost   | \$106,000    | \$139,831    | \$167,295    |
| Collection cost per tonne   | \$161        | \$248        | \$329        |
| <b>Bulk Verge Collection</b>  |              |              |              |
| Contractor's cost per annum   | \$243,600    | \$229,196    | \$236,430    |
| Tipping costs per annum   | \$105,000    | \$53,810     | \$70,876     |
| Hard waste collected  | 679          | 567          | 620          |
| Green waste collected   | 630          | 500          | 573          |

## 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   | 07/08  | 08/09  | 09/10   |
|--|--|--|---|
| <b>Workload Indicators</b>   |  |  |   |
| Participant numbers in events  | 8,937  | 9,856  | 15,500  |
| Number of events serviced  | 67   | 56   | 56  |
| <b>Efficiency Indicators</b>   |  |  |   |
| Client feedback on services provided   | See below  | See below  | See below   |
| <b>Effectiveness Indicators</b>  |  |  |   |
| Evaluation surveys on events   | 99.5 % rated the organisation of the events as 4 or 5 (Likert Scale with 1 being for badly organised and 5 for well organised) 98.2% of those surveyed would like to attend the event again. | 99.6 % rated the organisation of the events as 4 or 5 (Likert Scale with 1 being for badly organised and 5 for well organised) 99.2% of those surveyed would like to attend the event again. | 99% rated the organisation of the events as 4 or 5 (Likert scale with 1 being for badly organised and 5 for well organised) 99% of those surveyed would like to attend the event again. |
| Percentage of external funding compared with total Community Development expenditure | 18.3   | 16.7   | 17.2  |

# COMPETITION PRINCIPLES AGREEMENT

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

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

## Competitive Neutrality

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

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

## Structural Reform of Public Monopolies

The Town does not operate any Public Monopolies within the CPA definition and accordingly there is no reporting requirement. The Town did not privatise any activities during 2009-2010.

## Legislation Review

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

## Local Laws

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

## Policies

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



The Street Festivals draw huge crowds and showcase Vincent's café and retail centres.

# TOWN PROFILE

## History

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

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

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

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

By 1843, when Yellagonga died, his tribe had begun to disintegrate and had been dispossessed of their land around the main settlement area of the Swan River



"The 'appy 'ome January 1902" - 127 Lincoln Street, Highgate, the home of Richard and Isabel Peplow. Photo courtesy: Christine Foulkes-Taylor .



A advertising poster pre-1920 offering lots in the Lurline Park development in North Perth.

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 Nyoongar people in the Perth region and was also used by travellers, itinerants and homeless people. By the gold rush days in the 1890s they were joined by many miners en route to the goldfields.

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

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

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



Ellen Brittain of 72 Coogee Street, Mount Hawthorn with daughters Joyce, Sylvia and Eva, c. 1921.

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 Redemptorist Monastery and the Perth Mosque.

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

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

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

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

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

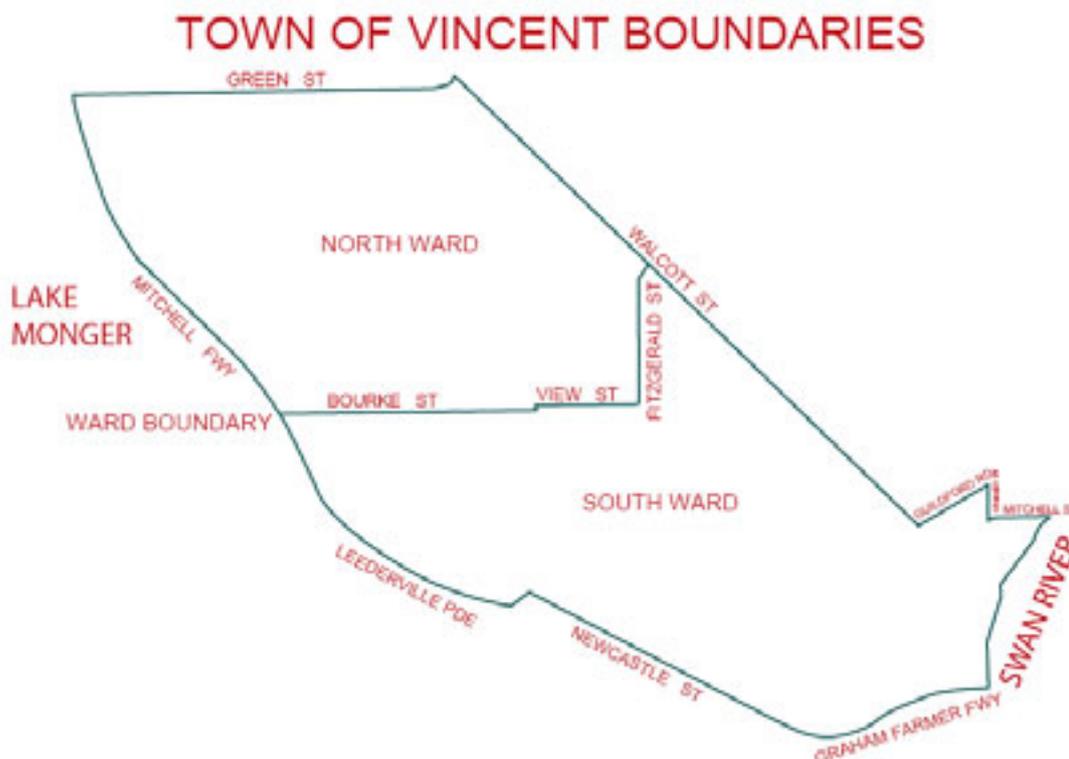
Vincent Street is believed to be named after George Vincent, the Chief Draftsman in the Lands Department and original grantee of land on the north side, east from Charles Street. He named it after himself on issue of the first Crown Grant of Perth c.1876. The municipality includes the suburbs of North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

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

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



Colin Ross, Melton Barnes, Gordon Manuel and Graham Edmondson playing cricket outside 56 Auckland Street, Mount Hawthorn. Photograph taken by Mrs Margaret Ross and courtesy Leeola Loughnan.



#### Statistics

|                          |   |
|--------------------------|---|
| Area                     | 11.3 square km of which<br>106.4 hectares<br>comprises parks and<br>gardens |
| Population               | 26,878  |
| Aged - under 15          | 13.1%   |
| - 15 to 55               | 66.5%   |
| - over 55                | 20.4%   |
| Median age               | 35 years  |
| Homes owners/purchasers  | 52.9%   |
| Rateable Properties      | 16,432  |
| Number of Electors       | 19,462  |
| Number of Town Employees | 186 (FTE)   |
| Number of Wards          | Two   |
| Total Budget             | \$40,265,150  |

#### Number of Elected Members

Mayor and eight Councillors

#### Distance from Perth City

The Administration and Civic Centre is 3 km from Perth GPO

#### Area of Parks and Gardens

104 hectares

#### Length of Roads and Footpaths

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

#### Suburbs and Localities

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

#### Boundaries

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

#### Facilities

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

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

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

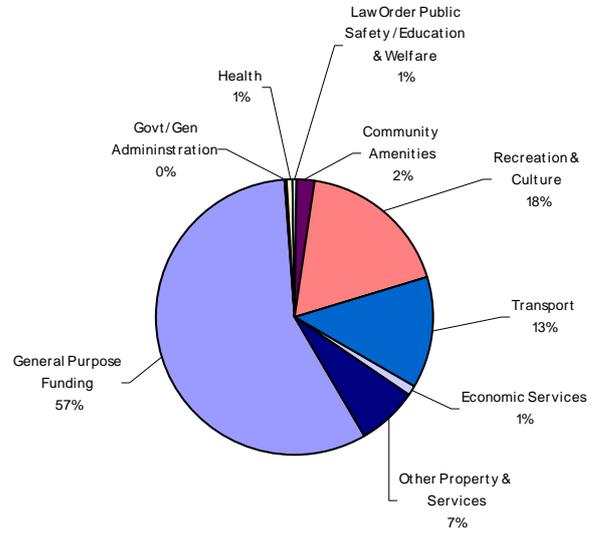
**Recreation Facilities:** Beatty Park Leisure Centre, Hyde Park, E & D Litis Stadium, Dorrien Gardens, Loftus Recreation Centre, State Gymnastics Centre, Bowling Clubs, Tennis Clubs, Croquet Club, Robertson Park Tennis Complex, Royal Park, nib Stadium (Perth Oval), Medibank Stadium (Leederville Oval).

# PIE CHARTS

## Income and Expenditure Pie Charts

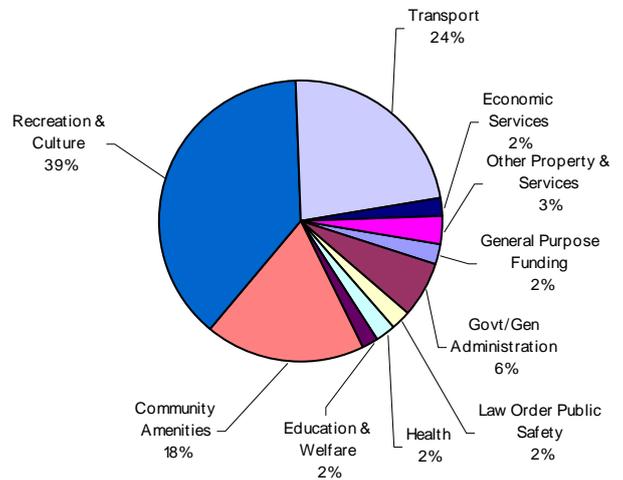
### Operating Income

| INCOME TYPE                                   | AMOUNTS<br>\$     |
|---|-------------------|
| General Purpose Funding                       | 21,970,078        |
| Govt/General Administration                   | 21,841            |
| Health  | 254,430           |
| Law and Order/Public Safety/Education/Welfare | 249,609           |
| Community Amenities                           | 737,688           |
| Recreation and Culture                        | 6,939,538         |
| Transport                                     | 4,967,125         |
| Economic Services                             | 461,593           |
| Other Property and Services                   | 2,714,818         |
|   | <b>38,316,720</b> |



### Operating Expenditure

| EXPENSE TYPE                | AMOUNTS<br>\$     |
|-----------------------------|-------------------|
| General Purpose Funding     | 861,326           |
| Govt/General Administration | 2,421,833         |
| Law and Order/Public Safety | 953,046           |
| Health                      | 822,734           |
| Education/Welfare           | 760,196           |
| Community Amenities         | 7,018,895         |
| Recreation and Culture      | 14,874,768        |
| Transport                   | 8,949,653         |
| Economic Services           | 765,901           |
| Other Property and Services | 1,301,271         |
|                             | <b>38,729,623</b> |



# FINANCIAL REPORT for the year ended 30 June 2010

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# INDEPENDENT AUDIT REPORT



Certified Practising Accountants

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

## **INDEPENDENT AUDITOR'S REPORT**

### **TO: RATEPAYERS OF TOWN OF VINCENT**

We have audited the financial report of the Town of Vincent, which comprises the Statement of Financial Position as at 30 June 2010 and the Statement of Comprehensive Income, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year ended on that date and a summary of significant accounting policies and other explanatory notes.

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

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

#### **Auditor's Responsibility**

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

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

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

#### **Independence**

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



# INDEPENDENT AUDIT REPORT

## Auditor's Opinion

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

- (i) gives a true and fair view of the financial position of the Town of Vincent as at 30 June 2010 and of its financial performance for the year ended on that date; and
- (ii) complies with the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and the Australian Accounting Standards (including the Australian Accounting Interpretations).

## Statutory Compliance

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



MACRI PARTNERS  
CERTIFIED PRACTISING ACCOUNTANTS  
28 THOROGOOD STREET  
BURSWOOD WA 6100



A MACRI  
PARTNER

PERTH  
DATED THIS 14<sup>th</sup> DAY OF OCTOBER 2010.



## STATEMENT BY CHIEF EXECUTIVE OFFICER

### Financial Year Ended 30 June 2010

The following financial report of the Town of Vincent, being the annual financial report and supporting notes and other information for the financial year ended 30 June 2010, is, in my opinion, properly drawn up to present fairly the financial position of the Town of Vincent at 30 June 2010 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 13<sup>th</sup> day of October 2010

## STATEMENT OF COMPREHENSIVE INCOME

### BY NATURE OR TYPE for the year ended 30 June 2010

|   | Note | Revised<br>Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|---|------|------------------------------------|-------------------------|-------------------------|
| <b>REVENUE</b>                                    |      |                                    |                         |                         |
| Rates   | 24   | 19,780,601                         | 19,752,151              | 18,578,995              |
| Operating Grants, Subsidies and Contribution      | 22   | 1,209,580                          | 1,208,546               | 1,442,877               |
| Fees and Charges                                  | 21   | 12,484,980                         | 12,854,941              | 11,580,851              |
| Interest Earnings                                 | 3    | 931,480                            | 1,137,851               | 1,238,716               |
| Other Revenue                                     |      | 745,580                            | 1,078,313               | 1,014,546               |
|   |      | <b>35,152,221</b>                  | <b>36,031,802</b>       | <b>33,855,985</b>       |
| <b>EXPENDITURE</b>                                |      |                                    |                         |                         |
| Employee Costs                                    |      | 13,908,104                         | 17,355,202              | 16,207,740              |
| Materials and Contracts                           |      | 13,226,744                         | 10,765,462              | 9,478,311               |
| Utilities Charges                                 |      | 1,543,381                          | 1,800,735               | 1,525,045               |
| Insurance Expenses                                |      | 348,350                            | 418,114                 | 169,573                 |
| Interest Expenses                                 |      | 864,370                            | 899,547                 | 905,628                 |
| Depreciation of Non-Current Assets                | 4(b) | 7,176,685                          | 7,488,037               | 7,330,798               |
| Other Expenditure                                 |      | 0                                  | 2526                    | 0                       |
|   |      | <b>37,067,634</b>                  | <b>38,729,623</b>       | <b>35,617,095</b>       |
| Non-Operating Grants, Subsidies and Contributions | 22   | <b>3,552,615</b>                   | <b>1,381,081</b>        | <b>1,271,574</b>        |
| Profit on Asset Disposal                          | 4(c) | 49,907                             | 69,275                  | 1,417,013               |
| Loss on Asset Disposal                            | 4(c) | 0                                  | (24,286)                | (1,537)                 |
|   |      | <b>49,907</b>                      | <b>44,989</b>           | <b>1,415,476</b>        |
| Change in Equity – Joint Venture                  | 20   | 0                                  | 2,284,915               | 0                       |
|   |      | 0                                  | <b>2,284,915</b>        | 0                       |
| <b>NET RESULT</b>                                 |      | <b>1,687,109</b>                   | <b>1,013,167</b>        | <b>925,940</b>          |
| Other Comprehensive Income                        |      | 0                                  | 0                       | 0                       |
| <b>TOTAL COMPREHENSIVE INCOME</b>                 |      | <b>1,687,109</b>                   | <b>1,013,167</b>        | <b>925,940</b>          |

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

# STATEMENT OF COMPREHENSIVE INCOME

## BY PROGRAMME for the year ended 30 June 2010

|  | Revised<br>Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--|------------------------------------|-------------------------|-------------------------|
| <b>REVENUE</b>   |                                    |                         |                         |
| General Purpose Funding                                    | 21,688,571                         | 21,970,078              | 20,990,088              |
| Governance   | 11,050                             | 17,999                  | 11,786                  |
| Law, Order and Public Safety                               | 273,559                            | 126,822                 | 77,086                  |
| Health   | 220,448                            | 254,430                 | 252,366                 |
| Education and Welfare                                      | 150,903                            | 210,786                 | 1,642,937               |
| Community Amenities  | 878,430                            | 743,901                 | 885,788                 |
| Recreation and Culture                                     | 8,929,100                          | 6,949,538               | 6,297,068               |
| Transport  | 6,040,082                          | 6,215,497               | 5,676,173               |
| Economic Services  | 445,190                            | 469,712                 | 443,866                 |
| Other Property and Services                                | 114,440                            | 472,001                 | 230,741                 |
| General Administration                                     | 2,970                              | 27,111                  | 35,136                  |
|  | <b>38,754,743</b>                  | <b>37,457,875</b>       | <b>36,543,035</b>       |
| <b>EXPENDITURE Excluding Finance Costs</b>                 |                                    |                         |                         |
| General Purpose Funding                                    | 826,730                            | 861,326                 | 836,261                 |
| Governance   | 2,469,295                          | 2,468,841               | 1,841,208               |
| Law, Order and Public Safety                               | 1,014,470                          | 953,046                 | 917,140                 |
| Health   | 817,195                            | 822,734                 | 742,471                 |
| Education and Welfare                                      | 952,330                            | 707,370                 | 781,197                 |
| Community Amenities  | 7,181,015                          | 7,018,895               | 6,038,920               |
| Recreation and Culture                                     | 13,466,414                         | 14,109,454              | 13,303,725              |
| Transport  | 7,751,970                          | 8,868,246               | 8,327,615               |
| Economic Services  | 768,525                            | 765,901                 | 775,129                 |
| Other Property and Services                                | 952,350                            | 1,301,271               | 1,139,669               |
| General Administration                                     | 2,970                              | (47,008)                | 8,132                   |
|  | <b>36,203,264</b>                  | <b>37,830,076</b>       | <b>34,711,467</b>       |
| <b>FINANCE COSTS</b>                                       |                                    |                         |                         |
| Education and Welfare                                      | 0                                  | 52,826                  | 0                       |
| Recreation and Culture                                     | 765,000                            | 765,314                 | 775,340                 |
| Transport  | 99,370                             | 81,407                  | 130,288                 |
|  | <b>864,370</b>                     | <b>899,547</b>          | <b>905,628</b>          |
| Community Amenities<br>(Change in Equity – Joint Ventures) | 20                                 | 0                       | 2,284,915               |
|  |                                    | 0                       | <b>2,284,915</b>        |
| <b>NET RESULTS</b>   | <b>1,687,109</b>                   | <b>1,013,167</b>        | <b>925,940</b>          |
| Other Comprehensive Income                                 | 0                                  | 0                       | 0                       |
| <b>TOTAL COMPREHENSIVE INCOME</b>                          | <b>1,687,109</b>                   | <b>1,013,167</b>        | <b>\$925,940</b>        |

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

# STATEMENT OF FINANCIAL POSITION

for the year ended 30 June 2010

|  | Note | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--|------|-------------------------|-------------------------|
| <b>CURRENT ASSETS</b>                                |      |                         |                         |
| Cash and Cash Equivalents                            | 12   | 10,897,402              | 9,476,197               |
| Other Assets   | 8    | 119,100                 | 96,495                  |
| Trade and Other Receivables                          | 7    | 1,971,492               | 3,309,734               |
| Inventories  | 26   | 198,999                 | 213,931                 |
| <b>TOTAL CURRENT ASSETS</b>                          |      | <b>13,186,993</b>       | <b>13,096,357</b>       |
| <b>NON-CURRENT ASSETS</b>                            |      |                         |                         |
| Trade and Other Receivables                          | 7    | 1,005,904               | 1,352,438               |
| Financial Assets                                     | 20   | 3,764,080               | 1,479,165               |
| Property, Plant, Equipment and Infrastructure Assets | 10   | 139,813,538             | 138,885,960             |
| <b>TOTAL NON-CURRENT ASSETS</b>                      |      | <b>144,583,522</b>      | <b>141,717,563</b>      |
| <b>TOTAL ASSETS</b>                                  |      | <b>157,770,515</b>      | <b>154,813,920</b>      |
| <b>CURRENT LIABILITIES</b>                           |      |                         |                         |
| Trade and Other Payables                             | 9    | 5,587,433               | 4,637,152               |
| Provisions   | 9    | 1,831,047               | 1,569,394               |
| Borrowings – Current Portion                         | 17   | 1,275,721               | 1,088,392               |
| <b>TOTAL CURRENT LIABILITIES</b>                     |      | <b>8,694,201</b>        | <b>7,294,938</b>        |
| <b>NON-CURRENT LIABILITIES</b>                       |      |                         |                         |
| Borrowings – Non-Current Portion                     | 17   | 12,949,031              | 12,441,967              |
| Provisions   | 9    | 683,495                 | 646,394                 |
| <b>TOTAL NON-CURRENT LIABILITIES</b>                 |      | <b>13,632,526</b>       | <b>13,088,361</b>       |
| <b>TOTAL LIABILITIES</b>                             |      | <b>22,326,727</b>       | <b>20,383,299</b>       |
| <b>NET ASSETS</b>                                    |      | <b>135,443,788</b>      | <b>134,430,621</b>      |
| <b>EQUITY</b>  |      |                         |                         |
| Retained Surplus                                     |      | 119,360,950             | 120,014,092             |
| Reserves – Cash Backed                               | 11   | 9,040,177               | 7,373,868               |
| Reserves – Asset Revaluation                         |      | 7,042,661               | 7,042,661               |
| <b>TOTAL EQUITY</b>                                  |      | <b>135,443,788</b>      | <b>134,430,621</b>      |

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

## STATEMENT OF CHANGES IN EQUITY

for the year ended 30 June 2010

|                                   | RETAINED<br>SURPLUS | RESERVES—<br>CASH<br>BACKED | RESERVE ASSET<br>REVALUATION | TOTAL EQUITY       |
|-----------------------------------|---------------------|-----------------------------|------------------------------|--------------------|
|                                   | \$                  | \$                          | \$                           | \$                 |
| <b>Balance as at 1 July 2008</b>  | <b>119,596,657</b>  | <b>6,865,363</b>            | <b>7,042,661</b>             | <b>133,504,681</b> |
| Net Resulted                      | 925,940             | 0                           | 0                            | 925,940            |
| Total Other Comprehensive Income  | 0                   | 0                           | 0                            | 0                  |
| Transfer from / (to) Reserves     | (508,505)           | 508,505                     | 0                            | 0                  |
| <b>Balance as at 30 June 2009</b> | <b>120,014,092</b>  | <b>7,373,868</b>            | <b>7,042,661</b>             | <b>134,430,621</b> |
| Net Result                        | 1,013,167           | 0                           | 0                            | 1,013,167          |
| Total Other Comprehensive Income  | 0                   | 0                           | 0                            | 0                  |
| Transfer from / (to) Reserves     | (1,666,309)         | 1,666,309                   | 0                            | 0                  |
| <b>Balance as at 30 June 2010</b> | <b>119,360,950</b>  | <b>9,040,177</b>            | <b>7,042,661</b>             | <b>135,443,788</b> |

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

# STATEMENT OF CASH FLOWS

for the year ended 30 June 2010

|  | Note  | Revised<br>Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--|-------|------------------------------------|-------------------------|-------------------------|
| <b>Payments</b>                                      |       |                                    |                         |                         |
| Employee Costs                                       |       | (14,725,068)                       | (17,059,539)            | (16,054,210)            |
| Materials and Contracts                              |       | (12,950,713)                       | (14,171,983)            | (14,516,297)            |
| Utilities  |       | (1,543,421)                        | (2,076,996)             | (1,775,828)             |
| Insurance  |       | (348,350)                          | (482,259)               | (197,458)               |
| Other Expenditure                                    |       | (864,370)                          | (399,581)               | (705,273)               |
| <b>Total Payments</b>                                |       | <b>(30,431,922)</b>                | <b>(34,190,358)</b>     | <b>(33,249,066)</b>     |
| <b>Receipts</b>                                      |       |                                    |                         |                         |
| Rates  |       | 19,811,601                         | 19,758,296              | 18,649,618              |
| Contributions and Donations                          |       | 89,930                             | 1,111,946               | 2,271,077               |
| Grants   |       | 802,350                            | 1,301,848               | 102,406                 |
| Fees and Charges                                     |       | 12,327,480                         | 15,210,633              | 11,272,093              |
| Interest Earnings                                    | 3     | 931,480                            | 1,137,851               | 1,238,716               |
| Goods and Services Tax                               |       | 1,450,000                          | 1,122,473               | 1,106,960               |
| Other Revenue/Income                                 |       | 177,700                            | 2,026,025               | 2,263,740               |
| <b>Total Receipts</b>                                |       | <b>35,590,541</b>                  | <b>41,669,072</b>       | <b>36,904,610</b>       |
| <b>Net Cash Flows from Operating Activities</b>      | 13(a) | <b>5,158,619</b>                   | <b>7,478,714</b>        | <b>3,655,544</b>        |
| <b>Cash Flows from Investing Activities</b>          |       |                                    |                         |                         |
| <b>Payments</b>                                      |       |                                    |                         |                         |
| Purchase of Land and Buildings                       | 10(b) | (3,811,876)                        | (3,409,440)             | (1,678,697)             |
| Purchase of Infrastructure Assets                    |       | (7,325,915)                        | (3,153,669)             | (4,535,792)             |
| Purchase of Plant and Equipment                      |       | (1,317,450)                        | (1,144,637)             | (555,181)               |
| Purchase of Furniture and Equipment                  |       | (144,866)                          | (88,255)                | (139,602)               |
| Work in Progress (Uncompleted Works)                 |       | 0                                  | (784,693)               | (308,500)               |
|  |       | <b>(12,600,107)</b>                | <b>(8,580,694)</b>      | <b>(7,217,772)</b>      |
| <b>Receipts</b>                                      |       |                                    |                         |                         |
| Disposal of Plant and Equipment                      | 4(c)  | 166,500                            | 210,066                 | 192,076                 |
| Disposal of Furniture and Equipment                  |       | 0                                  | 0                       | 5,660                   |
| Disposal of Land and Building                        |       | 0                                  | 0                       | 1,615,022               |
| Contribution from Other Parties                      |       | 170,000                            | 0                       | 0                       |
| Grant and Contribution for the Development of Assets |       | 3,382,615                          | 1,382,483               | 1,273,556               |
|  |       | <b>3,719,115</b>                   | <b>1,592,549</b>        | <b>3,086,314</b>        |
| <b>Net Cash Flows from Investing Activities</b>      |       | <b>(8,880,992)</b>                 | <b>(6,988,145)</b>      | <b>(4,131,458)</b>      |

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

## STATEMENT OF CASH FLOWS (continued)

for the year ended 30 June 2010

|   | Note  | Revised<br>Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|---|-------|------------------------------------|-------------------------|-------------------------|
| <b>Cash Flows from Financing Activities</b>     |       |                                    |                         |                         |
| Borrowings                                      |       | 1,600,000                          | 1,450,502               | (170,943)               |
| Repayment of Borrowings                         | 17    | (969,901)                          | (938,894)               | (914,657)               |
| Net increase in Bonds and Deposits              |       | 0                                  | 419,028                 | 335,146                 |
| <b>Net Cash Flows from Financing Activities</b> |       | <b>630,099</b>                     | <b>930,636</b>          | <b>(750,454)</b>        |
| <b>Net Increase/(Decrease) in Cash Held</b>     |       | <b>(3,092,274)</b>                 | <b>1,421,205</b>        | <b>(1,226,368)</b>      |
| <b>Cash at 1 July 2009</b>                      |       | <b>12,680,839</b>                  | <b>9,476,197</b>        | <b>10,702,565</b>       |
| <b>Cash at 30 June 2010</b>                     | 13(b) | <b>9,588,565</b>                   | <b>10,897,402</b>       | <b>9,476,197</b>        |

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

# RATE SETTING STATEMENT

for the year ended 30 June 2010

|   | Original Budget     | Actual              |
|---|---------------------|---------------------|
| Note  | 2009/10             | 2009/10             |
|   | \$                  | \$                  |
| <b>OPERATING REVENUE (Excluding Rates)</b>          |                     |                     |
| General Purpose Funding                             | 1,867,970           | 2,217,927           |
| Governance  | 11,050              | 17,999              |
| Law, Order and Public Safety                        | 106,559             | 126,822             |
| Health  | 220,448             | 254,430             |
| Education and Welfare                               | 180,903             | 122,786             |
| Community Amenities                                 | 588,430             | 737,688             |
| Recreation and Culture                              | 6,726,550           | 6,939,538           |
| Transport   | 4,838,560           | 4,967,125           |
| Economic Services                                   | 345,190             | 461,593             |
| Other Property and Services                         | 114,440             | 2,714,818           |
| General Administration (Allocated)                  | 2,970               | 3,843               |
|   | <b>15,003,070</b>   | <b>18,564,569</b>   |
| <b>LESS EXPENDITURE</b>                             |                     |                     |
| General Purpose Funding                             | (826,730)           | (861,326)           |
| Governance  | (1,829,295)         | (2,468,841)         |
| Law, Order and Public Safety                        | (935,470)           | (953,046)           |
| Health  | (817,195)           | (822,734)           |
| Education and Welfare                               | (952,330)           | (760,196)           |
| Community Amenities                                 | (7,181,015)         | (7,018,895)         |
| Recreation and Culture                              | (14,168,485)        | (14,874,768)        |
| Transport   | (7,826,340)         | (8,949,653)         |
| Economic Services                                   | (768,525)           | (765,901)           |
| Other Property and Services                         | (952,350)           | (1,301,271)         |
| General Administration (Allocated)                  | (2,970)             | 47,008              |
|   | <b>(36,260,705)</b> | <b>(38,729,623)</b> |
|   | <b>(21,257,635)</b> | <b>(20,165,054)</b> |
| <b>NET</b>  |                     |                     |
| <b>NON-CASH EXPENDITURE AND REVENUE</b>             |                     |                     |
| Provision Employee Benefit (Non-Current) Adjustment | 0                   | 37,101              |
| Deferred Rates Adjustment                           | 0                   | (32,291)            |
| Write Back Non-Cash Items Depreciation              | 7,176,685           | 7,488,037           |
| Contribution for Boundary Change                    | 0                   | 173,937             |
| Contributions/Grant for the Development of Assets   | 14,424,115          | 1,207,144           |
|   | <b>343,165</b>      | <b>(11,291,125)</b> |
| <b>ACQUISITION OF NON-CURRENT ASSETS</b>            |                     |                     |
| Purchase Buildings Assets                           | (12,659,500)        | (3,409,440)         |
| Purchase Infrastructure Assets                      | (7,570,415)         | (3,153,669)         |
| Purchase Plant and Equipment                        | (1,229,450)         | (1,144,637)         |
| Purchase Furniture and Equipment                    | (132,900)           | (88,255)            |
| Work in Progress (Uncompleted Works)                | 0                   | (784,693)           |
| Proceeds from Disposal of Assets                    | 250,500             | 210,066             |
| Proceeds of New Loan                                | 0                   | 1,600,000           |
| Joint Venture Investment                            | 0                   | (2,284,915)         |
| Repayments Loan Capital                             | (969,901)           | (938,894)           |
| Transfer to Reserves                                | (1,618,750)         | (3,583,406)         |
| Transfer from Reserves                              | 1,783,150           | 1,917,097           |
|   | <b>(22,147,266)</b> | <b>(11,660,746)</b> |
|   | <b>(21,804,101)</b> | <b>(22,951,871)</b> |
| <b>DEMAND FROM RESOURCES</b>                        |                     |                     |
| <b>ADD SURPLUS/(DEFICIT) 1 JULY 09 B/FWD</b>        | <b>2,103,500</b>    | <b>555,359</b>      |
| <b>LESS SURPLUS/(DEFICIT) 30 JUNE 10 C/FWD</b>      | <b>0</b>            | <b>(2,644,360)</b>  |
| <b>AMOUNT TO BE MADE UP FROM RATES</b>              | <b>(19,700,601)</b> | <b>(19,752,151)</b> |

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 1. SIGNIFICANT ACCOUNTING POLICIES

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

#### (a) Basis of preparation

The financial report is a general purpose financial report which has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the *Local Government Act 1995* and accompanying regulations. The report has also been prepared on the accrual basis under the convention of historical cost accounting modified, where applicable, by the measurement at fair value of selected assets, financial assets and liabilities.

#### Critical Accounting Estimates

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

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

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

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

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

#### Trust Funds

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

A separate statement of these monies appears at Note 19 to these financial statements.

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

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

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

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

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

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

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

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

Acquired on or before 30 June 2008:

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

Acquired on or after 1 July 2008:

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

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

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

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

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

Major depreciation periods are:

| Asset Description                     | Life Expectancy |
|---------------------------------------|-----------------|
| Buildings                             | 10-50 years     |
| Furniture and Equipment               | 2-10 years      |
| Plant and Equipment                   | 3-15 years      |
| Bores/Pumps                           | 10-20 years     |
| Playground Equipment                  | 10 years        |
| Motor Vehicles                        | 5-10 years      |
| Roads – Sealed/Kerbed/Drained         | 33 years        |
| Footpaths – Insitu Concrete           | 40 years        |
| Footpaths – Slab                      | 20 years        |
| Parking – Sealed/Kerbed/Drained       | 40 years        |
| Parking – Lighting                    | 30 years        |
| 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.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (iv) *Revaluation of Non-Current Assets*

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

### (v) *Assets Acquisition from Boundary Changes*

Under the *Local Government Act 1995, Local Government (Change of District Boundaries) Orders 2007* made by the Governor in Executive Council, on the recommendation of the Minister under section 2.1 and 2.2 of the Act, portions of land and infrastructure assets were acquired from the City of Perth and City of Stirling. This order came into operation on 1 July 2007. Infrastructure assets were taken up originally at cost and then revalued from 30 June 2008.

## (d) **Employee Entitlements**

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

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

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

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

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

## (e) **Trade and Other Receivables**

Trade receivables, which generally have 30-90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

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

## (f) **Leases**

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

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

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

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

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

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

### (h) Inventories

#### General

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

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

#### Land Held for Resale

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

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

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

### i) Interest in Joint Venture

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

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

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (j) Cash and Cash Equivalents

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

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

### (k) Trade and Other Payables

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

### (l) Goods and Services Tax

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

### (m) Impairment of Assets

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

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

### (n) Interest-Bearing Loans and Borrowings

All loans and borrowing are initially recognised at the fair value of the consideration received, less directly attributable transaction costs. Fees paid on the establishment of loan facilities that are yield-related are included as part of the carrying amount of the loans and borrowings. Borrowings are classified as current liabilities unless Council has an unconditional right to defer settlement of settlement of the liability for at least twelve months after the Statement of Financial Position date.

### (o) Investments and Other Financial Assets

#### Classification

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

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

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (ii) *Loans and Receivables*

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

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

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

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

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

#### Recognition and Derecognition

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

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

#### Subsequent Measurement

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

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### Impairment

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

### **(p) Provisions**

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

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

### **(q) Impairment**

In accordance with Australian Accounting Standards, the Town's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired. Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136— Impairment of Assets and appropriate adjustments made.

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

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

### **(r) Estimation of Fair Value**

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

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

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

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

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (s) Rounding

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

### (t) Comparatives

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

### (u) Budget Comparative Figures

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

### (v) Adoption of New and Revised Accounting Standards

During the current year, the Council adopted all of the new and revised Australian Accounting Standards and Interpretations which became mandatory and which were applicable to its operations.

The following is an explanation of the impact the adoption of these standards and interpretations has had on the financial statements of the Council.

#### *AASB 101: Presentation of Financial Statements*

In September 2007 the Australian Accounting Standards Board revised AASB 101 and, as a result, there have been changes to the presentation and disclosure within the financial statements. Below is an overview of the key changes and the impact on the Council's financial statements.

#### Disclosure Impact

Terminology changes – the revised version of AASB 101 contains a number of terminology changes including the amendment of the names of the primary financial statements.

Reporting changes in equity – the revised AASB 101 requires all changes in equity arising from transactions with owners, in their capacity as owners, to be presented separately from non-owner changes in equity. Owner changes in equity are to be presented in the Statement of Changes in Equity, with non-owner changes in equity presented in the Statement of Comprehensive Income. The previous version of AASB 101 required owner changes in equity and other comprehensive income to be presented in the Statement of Changes in Equity.

Statement of Comprehensive Income – the revised AASB 101 requires all income and expenses to be presented in a single statement, the Statement of Comprehensive Income; or two statements, a separate Income Statement and a Statement of Comprehensive Income. The previous version of AASB 101 required only the presentation of a single Income Statement.

The Council has adopted the single statement approach and the financial statements now contain a Statement of Comprehensive Income.

Other comprehensive income – the revised version of AASB 101 introduces the concept of 'other comprehensive income' which comprises income and expenses not recognised in profit or loss required by other Australian Accounting Standards. Items of other comprehensive income are to be disclosed in the Statement of Comprehensive Income. The previous version of AASB 101 did not contain an equivalent concept.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (w) New Accounting Standards and Interpretations

Australian Accounting Standards and Interpretations that have recently been issued or amended, but are not yet effective, have not been adopted by the Council for the annual reporting period ending 30 June 2010.

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

| Title and Topic   | Issued   | Applicable (*) | Impact   |
|---|----------|----------------|--|
| (i) AASB 9 – Financial Instrument   | Dec 2009 | 1 Jan 2013     | Nil – The objective of this Standard is to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139. Given the nature of the financial assets of the Council, it is not anticipated the Standard will have any material effect. |
| (ii) AASB 124 – Related Party Disclosures   | Dec 2009 | 1 Jan 2011     | Nil – It is not anticipated the Council will have any related parties as defined by the Standard.  |
| (iii) AASB 2009-5 – Further Amendments to Australian Accounting Standards arising from the Annual Improvements Project [AASB 5, 8, 101, 107, 117, 118, 136 & 139]   | May 2009 | 1 Jan 2010     | Nil – The revisions are part of the AASB's annual improvement project to help ensure consistency with presentation, recognition and measurement criteria of IFRSs. It is not anticipated these will have any effect on the Council.  |
| (iv) AASB 2009-8 – Amendments to Australian Accounting Standards – Group Cash – Settled Share-Based Payment Transactions [AASB 2]   | Jul 2009 | 1 Jan 2010     | Nil - The Council will not have applicable transactions.   |
| (v) AASB 2009-12 – Amendments to Australian Accounting Standards [AASB 5, 8, 108, 110, 112, 119, 133, 137, 139, 1023 & 1031 and Interpretations 2, 4, 16, 1039 & 1052]  | Dec 2009 | 1 Jan 2011     | Nil – The revisions embodied in this Standard relate to standards which do not apply to local government (i.e. AASB 8) or are largely editorial in nature and will have minimal effect (if any) on the accounting practices of the Council.  |
| (vi) AASB 2009-11 – Amendments to Australian Accounting Standards arising from AASB 9 [AASB 1, 3, 4, 5, 7, 101, 102, 108, 112, 118, 121, 127, 128, 131, 132, 136, 139, 1023 & 1038 and Interpretations 10 & 12] | Dec 2009 | 1 Jan 2013     | Nil – The revisions embodied in this Standard give effect to the consequential changes arising from the issuance of AASB 9 which is not anticipated to have any material effect on the Council (refer (ii) above).   |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

| Title and Topic   | Issued   | Applicable<br>(*) | Impact   |
|---|----------|-------------------|--|
| (vii) AASB 2009-13 – Amendments to Australian Accounting Standards arising from Interpretation 19 [AASB 1]  | Dec 2009 | 1 Jul 2010        | Nil – None of these amendments will have any effect on the financial report as none of the topics are relevant to the operations of the Council. |
| AASB 2010-1 – Amendment to Australian Accounting Standards – Limited Exemption from Comparative AASB 7 Disclosure for First-Time Adopters [AASB 1 & AASB 7] | Feb 2010 | 1 Jul 2010        |  |
| AASB 2009-10 – Amendments to Australian Accounting Standards – Classification of Rights Issues [AASB132]  | Oct 2009 | 1 Feb 2010        |  |
| Interpretation 19 – Extinguishing Financial Liabilities with Equity Instruments   | Dec 2009 | 1 Jul 2010        |  |
| AASB 2009-14 – Amendments to Australian Interpretations – Prepayments of a Minimum Funding Requirement [AASB Interpretation 14]                             | Dec 2009 | 1 Jan 2011        |  |
| (*) Applicable to reporting periods commencing on or after the given date.  |          |                   |  |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 2. COMPONENT FUNCTIONS/ACTIVITIES

In order to discharge its responsibilities to the community, the Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis reflected by the Council's Mission and Vision Statement and for each of its broad activities/programmes.

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

#### **Council Mission Statement**

*Enhancing and celebrating our diverse community*

#### **Council Vision Statement**

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

#### **Council Purpose**

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

#### **Council Guiding Values**

##### *Excellence & Service*

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

##### *Honesty & Integrity*

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

##### *Caring & Empathy*

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

##### *Innovation & Diversity*

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

##### *Teamwork & Commitment*

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

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 PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### HEALTH

This programme covers health administration and inspection, child health clinics, immunisation clinics, food control and pest control services.

### EDUCATION AND WELFARE

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

### COMMUNITY AMENITIES

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

### RECREATION AND CULTURE

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

### TRANSPORT

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

### ECONOMIC SERVICES

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

### OTHER PROPERTY AND SERVICES

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

### ADMINISTRATION GENERAL

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

### 3. INTEREST EARNINGS

| Interest Earnings | Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|-------------------|-------------------------|-------------------------|-------------------------|
| Municipal         | 631,480                 | 676,787                 | 743,810                 |
| Reserve           | 300,000                 | 461,064                 | 494,906                 |
|                   | <b>\$931,480</b>        | <b>\$1,137,851</b>      | <b>\$1,238,716</b>      |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 4. (a) ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

|                              | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|------------------------------|-------------------------|-------------------------|
| General Purpose Funding      | 2,109,432               | 2,337,317               |
| Governance                   | 5,164,186               | 5,414,257               |
| Law, Order and Public Safety | 19,160                  | 18,441                  |
| Health                       | 4,171,584               | 3,313,454               |
| Education and Welfare        | 2,833,202               | 3,578,934               |
| Community Amenities          | 6,669,408               | 4,422,592               |
| Recreation and Culture       | 68,413,278              | 66,693,779              |
| Transport                    | 64,760,614              | 65,368,627              |
| Economic Services            | 39,919                  | 31,088                  |
| Other Property and Services  | 3,589,732               | 3,635,431               |
|                              | <b>\$157,770,515</b>    | <b>\$154,813,920</b>    |

### (b) DEPRECIATION

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

|                                | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--------------------------------|-------------------------|-------------------------|
| Buildings                      | 2,105,827               | 2,078,929               |
| Infrastructure Assets          | 4,332,091               | 4,151,105               |
| Plant and Mobile Equipment     | 822,906                 | 875,355                 |
| Office Furniture and Equipment | 227,213                 | 225,409                 |
|                                | <b>\$7,488,037</b>      | <b>\$7,330,798</b>      |

### (c) DISPOSAL OF ASSETS BY CLASS

|                            | Budget<br>Net Book<br>Value<br>\$ | Actual<br>Net Book<br>Value<br>\$ | Budget<br>Sale<br>Price<br>\$ | Actual<br>Sale<br>Price<br>\$ | Budget<br>Gain<br>(Loss)<br>\$ | Actual<br>Gain<br>(Loss)<br>\$ |
|----------------------------|-----------------------------------|-----------------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|
| Plant and Mobile Equipment | 116,593                           | 165,078                           | 166,500                       | 210,066                       | 49,907                         | 44,988                         |
| <b>Total</b>               | <b>116,593</b>                    | <b>165,078</b>                    | <b>166,500</b>                | <b>210,066</b>                | <b>49,907</b>                  | <b>44,988</b>                  |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 5. CONDITIONS OVER CONTRIBUTIONS

|  | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--|-------------------------|-------------------------|
| Grants recognised as revenues in previous reporting period and which were not expended at the close of the previous reporting period   | 0                       | 19,403                  |
| Add: New grants which were recognised as revenue during the reporting period   | 165,509                 | 136,749                 |
| Total Grant available  | <b>165,509</b>          | <b>156,152</b>          |
| Less Grants expended during the reporting period in the manner specified by the grantor were:  |                         |                         |
| Chatsworth Road – William Street to Beaufort Street  |                         | 50,600                  |
| Stanley Street – Mitchell Street to Joel Terrace   |                         | 18,838                  |
| Buxton Street – Berryman Street to Ashby Street  |                         | 18,821                  |
| Anzac Road – Scarborough Beach Road to Loftus Street   |                         | 20,779                  |
| Bedford Street – Selkirk Street to Walcott Street  |                         | 26,424                  |
| Lawler Street  |                         | 20,690                  |
| Total Expenditure 2008/09  |                         | <b>156,152</b>          |
| Less Grants which were recognised as revenues in a current reporting period and were expended during the current reporting period in the manner specified by the grantor were: |                         |                         |
| Lawler Street – Elma Street to Hilda Street  | 19,321                  |                         |
| Hilda Street – Walcott Street to Charles Street  | 20,053                  |                         |
| Scott Street – Bourke Street to Richmond Street  | 29,490                  |                         |
| Flinders Street – Green Street to Ellesmere Street   | 28,196                  |                         |
| Deague Court – Bourke Street to end  | 26,000                  |                         |
| Edinboro Street – Ellesmere Street to Woodstock Street   | 21,769                  |                         |
| Hanover Court – Deague Court to end  | 8,529                   |                         |
| Total Expenditure 2009/10  | 153,358                 |                         |
| Closing balances of unexpended grants  | <b>\$12,151</b>         | <b>\$0</b>              |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 6. REMUNERATION OF AUDITORS

|                                | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--------------------------------|-------------------------|-------------------------|
| Auditing the Financial Reports | 12,530                  | 13,878                  |
|                                | <b>\$12,530</b>         | <b>\$13,878</b>         |

### 7. TRADE AND OTHER RECEIVABLES

| <b>Current</b>                               | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
|--|----------------------|----------------------|
| Rates  | 54,931               | 82,463               |
| Works and Services                           | 176,475              | 152,089              |
| Property Rental/Leases                       | 84,163               | 1,803,645            |
| Other  | 382,297              | 246,283              |
| Accrued Income                               | 237,008              | 172,452              |
| Infringements                                | 1,129,014            | 941,109              |
| Less Provision for Impairment of Receivables | (92,395)             | (88,307)             |
|  | <b>\$1,971,492</b>   | <b>\$3,309,734</b>   |

| <b>Non-Current</b>         | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
|----------------------------|----------------------|----------------------|
| Pensioners' Rates Deferred | 197,254              | 152,525              |
| Works and Services         | 808,649              | 1,199,913            |
|                            | <b>\$1,005,903</b>   | <b>\$1,352,438</b>   |

#### Works and Services (Underground Power)

The amount of \$985,124 relates to instalments receivable from the total of Works and Services of \$4,347,193 from the Town of Vincent's inaugural State Underground Power Highgate East Project in 2006/07.

#### Pensioners' Rates Deferred

The amount of \$197,254 in 2009/10 relates to Council Rates deferred by pensioners in accordance with the *Rates and Charges (Rebates and Deferments) Act 1992*. During the 2008/09 year the deferred rates amounted to \$152,525.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 8. OTHER ASSETS

#### Investments

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

| <b>Current</b>   | <b>Actual 2009/10</b><br>\$ | <b>Actual 2008/09</b><br>\$ |
|--|-----------------------------|-----------------------------|
| Investments – Shares in North Perth Community Financial Services Limited | 11,000                      | 11,000                      |
| Deposits and Prepayments   | 108,100                     | 85,495                      |
|  | <b>\$119,100</b>            | <b>\$96,495</b>             |

### 9. PROVISIONS, TRADE AND OTHER PAYABLES

| <b>Trade and Other Payables—Current</b> | <b>Actual 2009/10</b><br>\$ | <b>Actual 2008/09</b><br>\$ |
|---|-----------------------------|-----------------------------|
| Creditors                               | 1,593,543                   | 1,087,753                   |
| Bonds and Deposits                      | 3,110,183                   | 2,691,157                   |
| Income Received in Advance              | 349,714                     | 341,801                     |
| Accrued Expenses                        | 534,293                     | 516,441                     |
|   | <b>\$5,587,733</b>          | <b>\$4,637,152</b>          |

| <b>Provisions—Current</b> | <b>Actual 2009/10</b><br>\$ | <b>Actual 2008/09</b><br>\$ |
|---------------------------|-----------------------------|-----------------------------|
| Annual Leave              | 1,273,062                   | 1,109,603                   |
| Long Service Leave        | 557,985                     | 459,791                     |
|                           | <b>\$1,831,047</b>          | <b>\$1,569,394</b>          |

| <b>Provisions—Non-Current</b> | <b>Actual 2009/10</b><br>\$ | <b>Actual 2008/09</b><br>\$ |
|-------------------------------|-----------------------------|-----------------------------|
| Long Service Leave            | 683,495                     | 646,394                     |
|                               | <b>\$683,495</b>            | <b>\$646,394</b>            |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 10. (a) PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE ASSETS

|   | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
|---|----------------------|----------------------|
| Land: at Cost                           | 6,376,078            | 6,376,078            |
|   | <u>6,376,078</u>     | <u>6,376,078</u>     |
| Buildings: at Cost                      | 90,203,362           | 86,764,982           |
| Less: Accumulated Depreciation          | (36,160,981)         | (34,055,155)         |
|   | <u>54,042,381</u>    | <u>52,709,827</u>    |
| Roads: at Management Valuation          | 81,222,401           | 78,534,066           |
| Less: Accumulated Depreciation          | (45,994,697)         | (43,342,318)         |
|   | <u>35,227,704</u>    | <u>35,191,748</u>    |
| Drainage: at Cost                       | 24,250,622           | 24,136,761           |
| Less: Accumulated Depreciation          | (9,551,864)          | (9,250,155)          |
|   | <u>14,698,758</u>    | <u>14,886,606</u>    |
| Park Development: at Cost               | 13,387,774           | 13,144,925           |
| Less: Accumulated Depreciation          | (1,281,977)          | (624,732)            |
|   | <u>12,105,797</u>    | <u>12,520,193</u>    |
| Car Park Development: at Cost           | 10,736,705           | 10,700,654           |
| Less: Accumulated Depreciation          | (2,629,101)          | (2,326,319)          |
|   | <u>8,107,604</u>     | <u>8,374,335</u>     |
| Other Infrastructure Assets: at Cost    | 7,628,520            | 7,271,959            |
| Less: Accumulated Depreciation          | (2,860,635)          | (2,442,660)          |
|   | <u>4,767,885</u>     | <u>4,829,299</u>     |
| Plant and Mobile Equipment: at Cost     | 7,738,458            | 7,099,887            |
| Less: Accumulated Depreciation          | (4,623,463)          | (4,141,546)          |
|   | <u>3,114,995</u>     | <u>2,958,341</u>     |
| Office Furniture and Equipment: at Cost | 3,330,055            | 3,246,232            |
| Less: Accumulated Depreciation          | (2,742,412)          | (2,515,199)          |
|   | <u>587,643</u>       | <u>731,033</u>       |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

|                                      | Actual 2009/10<br>\$        | Actual 2008/09<br>\$        |
|--------------------------------------|-----------------------------|-----------------------------|
| Work in Progress – Parks Development | 225,466                     | 48,689                      |
| Work in Progress – Roads             | 46,408                      | 29,564                      |
| Work in Progress – Buildings         | 58,298                      | 87,239                      |
| Work in Progress – Parks Furniture   | 252,505                     | 51,400                      |
| Work in Progress – Footpaths         | 202,016                     | 91,608                      |
| Total Work in Progress               | <u>784,693</u>              | <u>308,500</u>              |
| <b>Total Fixed Assets</b>            | <b><u>\$139,813,538</u></b> | <b><u>\$138,885,960</u></b> |

### Revaluation of Roads

Revaluation was undertaken using the ROMAN Asset Management System based on written down replacement value.

Assets at cost are subjected to an annual assessment as to whether there is any indication an asset may have been impaired in accordance with AASB 136—Impairment of Assets.

# NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

for the year ended 30 June 2010

**10. (b) PROPERTY, PLANT AND EQUIPMENT, INFRASTRUCTURE ASSETS MOVEMENT IN CARRYING AMOUNTS**

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

|                                      | LAND      | BUILDINGS   | PLANT & EQUIPMENT | OFFICE FURNITURE & EQUIPMENT | ROADS       | FOOTPATHS | DRAINAGE   | PARK DEVELOPMENT | CAR PARK DEVELOP | OTHER INFRA-STRUCTURE ASSETS | WORK IN PROGRESS | TOTAL       |
|--------------------------------------|-----------|-------------|-------------------|------------------------------|-------------|-----------|------------|------------------|------------------|------------------------------|------------------|-------------|
| Balance at beginning of year         | 6,376,078 | 52,709,827  | 2,958,341         | 731,033                      | 28,083,474  | 4,495,218 | 14,886,606 | 12,520,193       | 8,374,335        | 7,442,355                    | 308,500          | 138,885,960 |
| Additions                            |           |             | 1,144,637         | 83,823                       |             |           |            | 4,432            |                  |                              | 7,173,864        | 8,406,756   |
| Boundary Transfer                    |           |             |                   |                              | 173,937     |           |            |                  |                  |                              |                  | 173,937     |
| Transfers between assets classes     |           | 3,438,381   |                   |                              | 1,933,661   | 267,554   | 113,861    | 238,417          | 36,051           | 669,746                      | (6,697,671)      | 0           |
| Revaluation increments/ (decrements) |           |             |                   |                              |             |           |            |                  |                  |                              |                  | 0           |
| Disposals                            |           |             | (165,078)         |                              |             |           |            |                  |                  | 0                            |                  | (165,078)   |
| Depreciation Expense                 |           | (2,105,827) | (822,906)         | (227,213)                    | (1,738,468) | (797,101) | (301,709)  | (657,245)        | (302,783)        | (534,785)                    |                  | (7,488,037) |
| Carrying Amount at end of year       | 6,376,078 | 54,042,381  | 3,114,995         | 587,643                      | 28,452,603  | 3,965,671 | 14,698,758 | 12,105,797       | 8,107,604        | 7,577,316                    | 784,693          | 139,813,538 |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 11. CASH RESERVES

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

#### (a) BEATTY PARK LEISURE CENTRE RESERVE

This reserve was established 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/programmes 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.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (j) CAR PARKING DEVELOPMENT RESERVE

This reserve was established from payment of cash-in-lieu of car parking from developers and is to be used to upgrade existing car parks or the establishment of new car parks.

### (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 reserve was established in 1997/98 from a contribution from the Board of Leederville Gardens Retirement Village for the purpose of the acquisition, provision, maintenance, management or extension of the existing Leederville Gardens Village, or the purchase or construction of a similar type of village for senior citizens or provision of aged or senior citizens' facilities within the Town's boundaries.

### (m) LEEDERVILLE OVAL RESERVE

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

### (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) LIGHT FLEET REPLACEMENT RESERVE

This reserve was established in 2001/02 to fund the replacement of the light vehicle fleet which is now contracted to occur every three years. An annual transfer is made to this reserve, which minimises the impact of the capital outlay for the light vehicle fleet in the year of the replacement of the fleet.

### (p) 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.

### (q) OFFICE BUILDING RESERVE

This reserve was established at the Ordinary Council Meeting of 13 May 2003 for major building upgrade, maintenance, repairs, renovation and replacement of fixtures and fittings associated with the new Department of Sport and Recreation land and building.

### (r) PERTH OVAL RESERVE

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

### (s) PERTH OVAL RESERVE STAGE 2

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (t) STATE INDOOR MULTI-USE SPORTS CENTRE RESERVE

This reserve was established at the Ordinary Council Meeting of 23 July 2002 for works associated with the maintenance, repairs, alterations, upgrade and replacement of the proposed State Indoor Multi-Use Sports Centre buildings, major plant and equipment, fixtures, fittings and associated land.

### (u) HYDE PARK LAKE RESERVE

This reserve was established at the Special Council Meeting of 12 July 2005 for works associated with the investigation, maintenance, remedial works and rehabilitation of the Hyde Park Lakes and surrounds.

### (v) PARKING FACILITY AND EQUIPMENT RESERVE

This reserve was established at the Special Council Meeting of 2 July 2008 for works associated with the purchase, maintenance and operations of the parking ticket machines.

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
- Strategic Waste Management Reserve
- Perth Oval Reserve
- Perth Oval Stage 2 Development Reserve
- Office Building Reserve
- Hyde Park Lake Reserve
- Parking Facility and Equipment 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 PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

|  | Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--|-------------------------|-------------------------|-------------------------|
| <b>Beatty Park Leisure Centre Reserve</b>          |                         |                         |                         |
| Opening Balance 1 July 2009                        | 1,532,187               | 824,323                 | 834,387                 |
| Transfer from Accumulated Surplus                  | 311,236                 | 2,155,743               | 74,803                  |
| Transfer to Accumulated Surplus                    | (128,774)               | (60,652)                | (84,867)                |
| Closing Balance 30 June 2010                       | 1,714,649               | 2,919,414               | 824,323                 |
| <b>Strategic Waste Management Reserve</b>          |                         |                         |                         |
| Opening Balance 1 July 2009                        | 60,912                  | 61,171                  | 57,262                  |
| Transfer from Accumulated Surplus                  | 2,434                   | 3,212                   | 3,909                   |
| Transfer to Accumulated Surplus                    | 0                       | 0                       | 0                       |
| Closing Balance 30 June 2010                       | 63,346                  | 64,383                  | 61,171                  |
| <b>Loftus Recreation Centre Reserve</b>            |                         |                         |                         |
| Opening Balance 1 July 2009                        | 6,130                   | 43,557                  | 0                       |
| Transfer from Accumulated Surplus                  | 58,595                  | 61,710                  | 55,357                  |
| Transfer to Accumulated Surplus                    | (34,500)                | (34,500)                | (11,800)                |
| Closing Balance 30 June 2010                       | 30,225                  | 70,767                  | 43,557                  |
| <b>Loftus Community Centre Reserve</b>             |                         |                         |                         |
| Opening Balance 1 July 2009                        | 6,765                   | 6,797                   | 1,360                   |
| Transfer from Accumulated Surplus                  | 5,670                   | 5,741                   | 5,437                   |
| Transfer to Accumulated Surplus                    | (2,900)                 | (4,307)                 | 0                       |
| Closing Balance 30 June 2010                       | 9,535                   | 8,231                   | 6,797                   |
| <b>Plant and Equipment Reserve</b>                 |                         |                         |                         |
| Opening Balance 1 July 2009                        | 579,912                 | 838,073                 | 635,154                 |
| Transfer from Accumulated Surplus                  | 223,177                 | 241,320                 | 367,660                 |
| Transfer to Accumulated Surplus                    | (340,000)               | (314,784)               | (164,741)               |
| Closing Balance 30 June 2010                       | 463,089                 | 764,609                 | 838,073                 |
| <b>Waste Management Reserve</b>                    |                         |                         |                         |
| Opening Balance 1 July 2009                        | 643,426                 | 695,671                 | 747,526                 |
| Transfer from Accumulated Surplus                  | 225,716                 | 240,649                 | 148,145                 |
| Transfer to Accumulated Surplus                    | (450,000)               | (331,686)               | (200,000)               |
| Closing Balance 30 June 2010                       | 419,142                 | 604,634                 | 695,671                 |
| <b>Land and Building Asset Acquisition Reserve</b> |                         |                         |                         |
| Opening Balance 1 July 2009                        | 369,877                 | 371,612                 | 347,867                 |
| Transfer from Accumulated Surplus                  | 14,783                  | 12,973                  | 23,745                  |
| Transfer to Accumulated Surplus                    | (172,500)               | (172,500)               | 0                       |
| Closing Balance 30 June 2010                       | 212,160                 | 212,085                 | 371,612                 |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

|   | Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|---|-------------------------|-------------------------|-------------------------|
| <b>Capital Reserve</b>                      |                         |                         |                         |
| Opening Balance 1 July 2009                 | 253,700                 | 256,923                 | 0                       |
| Transfer from Accumulated Surplus           | 110,140                 | 115,516                 | 256,923                 |
| Transfer to Accumulated Surplus             | (320,000)               | (70,000)                | 0                       |
| Closing Balance 30 June 2010                | 43,840                  | 302,439                 | 256,923                 |
| <b>Administration Centre Reserve</b>        |                         |                         |                         |
| Opening Balance 1 July 2009                 | 50,897                  | 47,393                  | 89,055                  |
| Transfer from Accumulated Surplus           | 52,034                  | 52,333                  | 35,217                  |
| Transfer to Accumulated Surplus             | (31,505)                | (51,587)                | (76,879)                |
| Closing Balance 30 June 2010                | 71,426                  | 48,139                  | 47,393                  |
| <b>Car Parking Development Reserve</b>      |                         |                         |                         |
| Opening Balance 1 July 2009                 | 44,653                  | 44,870                  | 42,003                  |
| Transfer from Accumulated Surplus           | 1,785                   | 914                     | 2,867                   |
| Transfer to Accumulated Surplus             | (35,000)                | (35,213)                | 0                       |
| Closing Balance 30 June 2010                | 11,438                  | 10,571                  | 44,870                  |
| <b>Electronic Equipment Reserve</b>         |                         |                         |                         |
| Opening Balance 1 July 2009                 | 60,062                  | 52,750                  | 42,213                  |
| Transfer from Accumulated Surplus           | 42,400                  | 41,987                  | 33,210                  |
| Transfer to Accumulated Surplus             | (88,500)                | (51,986)                | (22,673)                |
| Closing Balance 30 June 2010                | 13,962                  | 42,751                  | 52,750                  |
| <b>Aged Persons Senior Citizens Reserve</b> |                         |                         |                         |
| Opening Balance 1 July 2009                 | 2,506,661               | 2,480,122               | 2,356,061               |
| Transfer from Accumulated Surplus           | 100,183                 | 130,243                 | 158,964                 |
| Transfer to Accumulated Surplus             | 0                       | 0                       | (34,903)                |
| Closing Balance 30 June 2010                | 2,606,844               | 2,610,365               | 2,480,122               |
| <b>Leederville Oval Reserve</b>             |                         |                         |                         |
| Opening Balance 1 July 2009                 | 196,893                 | 197,792                 | 141,863                 |
| Transfer from Accumulated Surplus           | 52,869                  | 56,481                  | 55,929                  |
| Transfer to Accumulated Surplus             | 0                       | 0                       | 0                       |
| Closing Balance 30 June 2010                | 249,762                 | 254,273                 | 197,792                 |
| <b>Light Fleet Replacement Reserve</b>      |                         |                         |                         |
| Opening Balance 1 July 2009                 | 192,573                 | 321,259                 | 166,373                 |
| Transfer from Accumulated Surplus           | 107,696                 | 113,877                 | 266,395                 |
| Transfer to Accumulated Surplus             | (175,000)               | (187,420)               | (111,509)               |
| Closing Balance 30 June 2010                | 125,269                 | 247,716                 | 321,259                 |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

|   | Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|---|-------------------------|-------------------------|-------------------------|
| <b>Underground Power Reserve</b>              |                         |                         |                         |
| Opening Balance 1 July 2009                   | 145,534                 | 146,179                 | 136,839                 |
| Transfer from Accumulated Surplus             | 5,817                   | 7,677                   | 9,340                   |
| Transfer to Accumulated Surplus               | 0                       | 0                       | 0                       |
| Closing Balance 30 June 2010                  | 151,351                 | 153,856                 | 146,179                 |
| <b>Perth Oval Reserve</b>                     |                         |                         |                         |
| Opening Balance 1 July 2009                   | 386,795                 | 343,347                 | 384,630                 |
| Transfer from Accumulated Surplus             | 139,464                 | 172,540                 | 134,768                 |
| Transfer to Accumulated Surplus               | (411,152)               | (290,301)               | (176,051)               |
| Closing Balance 30 June 2010                  | 115,107                 | 225,586                 | 343,347                 |
| <b>Perth Oval Stage 2 Development Reserve</b> |                         |                         |                         |
| Opening Balance 1 July 2009                   | 0                       | 24,700                  | 435,883                 |
| Transfer from Accumulated Surplus             | 0                       | 254                     | 18,817                  |
| Transfer to Accumulated Surplus               | 0                       | (24,954)                | (430,000)               |
| Closing Balance 30 June 2010                  | 0                       | 0                       | 24,700                  |
| <b>Office Building Reserve</b>                |                         |                         |                         |
| Opening Balance 1 July 2009                   | 231,232                 | 227,354                 | 179,217                 |
| Transfer from Accumulated Surplus             | 49,242                  | 52,049                  | 53,315                  |
| Transfer to Accumulated Surplus               | (29,340)                | (24,598)                | (5,178)                 |
| Closing Balance 30 June 2010                  | 251,134                 | 254,805                 | 227,354                 |
| <b>Hyde Park Lake Reserve</b>                 |                         |                         |                         |
| Opening Balance 1 July 2009                   | 284,670                 | 285,940                 | 267,670                 |
| Transfer from Accumulated Surplus             | 11,377                  | 12,928                  | 18,270                  |
| Transfer to Accumulated Surplus               | 0                       | (158,704)               | 0                       |
| Closing Balance 30 June 2010                  | 296,047                 | 140,164                 | 285,940                 |
| <b>Parking Facility and Equipment Reserve</b> |                         |                         |                         |
| Opening Balance 1 July 2009                   | 128,380                 | 104,035                 | 0                       |
| Transfer from Accumulated Surplus             | 104,132                 | 105,258                 | 154,035                 |
| Transfer to Accumulated Surplus               | (227,300)               | (103,904)               | (50,000)                |
| Closing Balance 30 June 2010                  | 5,212                   | 105,389                 | 104,035                 |
| <b>Total Cash Reserves at 30 June 2010</b>    | <b>\$6,853,538</b>      | <b>\$9,040,177</b>      | <b>\$7,373,868</b>      |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 12. CASH AND CASH EQUIVALENTS

|                        | Actual 2009/10<br>\$       | Actual 2008/09<br>\$      |
|------------------------|----------------------------|---------------------------|
| Cash on Hand           | 5,747                      | 6,396                     |
| Cash at Bank           | 56,809                     | 317,155                   |
| Short-Term Investments | 10,834,846                 | 9,152,646                 |
|                        | <b><u>\$10,897,402</u></b> | <b><u>\$9,476,197</u></b> |

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

|  | Actual 2009/10<br>\$       | Actual 2008/09<br>\$      |
|--|----------------------------|---------------------------|
| Reserves as shown in Note 11           | 9,040,177                  | 7,373,868                 |
| Unspent Grants/Contributions in Note 5 | 12,151                     | 0                         |
| Bonds and Deposits Received in Advance | 1,787,743                  | 1,532,895                 |
| Total Restricted                       | <u>\$10,840,071</u>        | <u>8,906,763</u>          |
| Total Unrestricted                     | 57,331                     | 569,434                   |
|  | <b><u>\$10,897,402</u></b> | <b><u>\$9,476,197</u></b> |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 13. NOTES TO THE STATEMENT OF CASH FLOWS

#### (a) RECONCILIATION OF NET CASH PROVIDED BY OPERATING ACTIVITIES TO NET RESULT

|  | Actual 2009/10<br>\$      | Actual 2008/09<br>\$      |
|--|---------------------------|---------------------------|
| Change in Net Assets Resulting from Operations           | 1,013,167                 | 925,940                   |
| Adjustment for items not involving the movement of Cash: |                           |                           |
| Depreciation   | 7,488,037                 | 7,330,798                 |
| Non-Cash Contribution                                    | (2,458,852)               | 0                         |
| (Gain)/Loss on Sale of Property, Plant and Equipment     | (44,989)                  | (1,415,476)               |
|  | <u>5,997,363</u>          | <u>6,841,262</u>          |
| Revenues Provided by:                                    |                           |                           |
| Government Grants for the Development of Assets          | (1,208,546)               | (1,273,556)               |
|  | <u>(1,208,546)</u>        | <u>(1,273,556)</u>        |
| Change in Operating Assets and Liabilities               |                           |                           |
| Increase/(Decrease) in Provisions                        | 298,754                   | 153,529                   |
| Increase/(Decrease) Income Received in Advance           | 7,613                     | 110,540                   |
| Increase/(Decrease) in Accrued Expenses                  | 93,544                    | (1,711)                   |
| Increase/(Decrease) in Creditors                         | 575,281                   | (1,457,679)               |
| Decrease/(Increase) in Debtors                           | 1,558,100                 | (1,179,459)               |
| Decrease/(Increase) in Prepayments                       | (22,605)                  | 93,983                    |
| (Increase)/Decrease in Stock on Hand                     | 14,932                    | 3,637                     |
| GST Movement   | (18,506)                  | 215,501                   |
| (Increase)/Decrease in Accrued Interest                  | 182,784                   | 149,497                   |
|  | <u>2,689,897</u>          | <u>(1,912,162)</u>        |
| <b>Net Cash Provided by Operating Activities</b>         | <b><u>\$7,478,714</u></b> | <b><u>\$3,655,544</u></b> |

#### (b) RECONCILIATION OF CASH

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

|                        | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
|------------------------|----------------------|----------------------|
| Cash on Hand           | 5,747                | 6,396                |
| Cash at Bank           | 56,809               | 317,155              |
| Short-Term Investments | 10,834,846           | 9,152,646            |
|                        | <u>\$10,897,402</u>  | <u>\$9,476,197</u>   |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 14. SUPERANNUATION

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

#### WA LOCAL GOVERNMENT SUPERANNUATION PLAN

The Council contributes, in respect of certain of its employees, to an accumulated benefit superannuation fund established in respect of all Councils in the State. In accordance with statutory requirements, the Council contributes to the WA Local Government Superannuation Plan ("the Plan") amounts nominated by the Council. As such, assets are accumulated in the Plan to meet members' benefits as they accrue. No liability of the Council has been recognised as at the reporting date in respect of superannuation benefits for its employees.

#### CITY OF PERTH SUPERANNUATION FUND

The Council contributes, in respect of certain former City of Perth employees, to a defined benefit superannuation plan. In accordance with statutory requirements, the Council contributes to the City of Perth Superannuation Fund ("the Fund") amounts determined by the plan actuary in respect of contributory members. In respect of non-contributory members, the Council contributes at the minimum Award/SGC contribution rate. As such, assets are accumulated in the Fund to meet members' benefits as they accrue.

At 1 July 2008 the Fund was in a satisfactory financial position; however the projections show that the current contribution is insufficient to maintain satisfactory coverage of defined benefits. The Fund is expected to be in an unsatisfactory position as 30 June 2009.

In accordance with Section 170D of the *Local Government (Superannuation) Legislation Amendment Act (1994)*, the Town of Vincent is required to participate in and comply with the City of Perth scheme to the same extent as the City of Perth.

The Town will be required to increase the employer contribution rate for the defined benefit members from 15% to 17% of salaries from 1 July 2009. Additionally the actuary has calculated that as at 1 July 2009, on a vested benefits basis, the Town is responsible for 12.3% of the total defined benefit liabilities of the City of Perth Superannuation Fund. The Town is requested to pay \$394,000 (12.3% of \$3.2 million) as a lump sum contribution into the City of Perth Superannuation Fund with a further amount of \$246,000 (12.3% of \$2 million) payable in the 2009/2010 financial year (totaling \$640,000).

The Town made both payments in the 2009/2010 financial year. The increased employer contribution rate of 17% has been retained for the 2010/2011 financial year.

At 1 July 2009 the City of Perth Superannuation Fund was transferred to Australian Super for future management. The Town's Director Corporate Services is the representative for the three Towns on the Australian Superannuation–City of Perth Superannuation Plan Consultative Committee.

The latest actuarial report in March 2010 advised that the actions taken had returned the Fund to a satisfactory financial position and no lump sum payments were required for the next financial year.

The amount of statutory superannuation contributions paid by the Council during the reporting period was \$1,053,935. During the 2008/2009 year the contributions were \$1,023,552.

### 15. EMPLOYEE NUMBERS

2009/10

2008/09

The number of full-time equivalent employees at balance date

186

190

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 16. CONTINGENT LIABILITIES

#### MINDARIE REGIONAL COUNCIL (MRC)

An Ordinary Council Meeting was held at Town of Vincent on the 10 August 2010 and the Council adopted a resolution to Confidential Item 14.1:

“Consents to the proposed withdrawal of the City of Stirling from the MRC subject to, and conditional upon, compliance with and agreement on, those matters required by the Mindarie Regional Council Establishment Agreement (as amended) and Section 699(3) of the *Local Government Act 1960*;

Negotiates in good faith with the City of Stirling, the MRC and the other participants in the MRC during the period until 30 April 2011, as to the adjustment of the Assets and Liabilities of the MRC, consequent upon the City of Stirling withdrawing from the MRC;

Authorises the Chief Executive Officer to negotiate with the MRC and other participants in the MRC as to the adjustment of the Assets and Liabilities of the MRC (as specified in clause (iv) above) and provide a further report for the consideration of the Council; and

Advises the MRC and the other member Councils of its decision.”

On 25 September 2007 a Council Meeting was held at Town of Vincent to accept the Deed of Guarantee to satisfy the financial security requirements relating to the tender currently under review by the Mindarie Regional Council for the construction of a Resource Recovery Facility at Neerabup. The Town's maximum exposure under the Deed of Guarantee is \$7.33 million. The Deed of Guarantee will only crystallise if:

- Mindarie Regional Council is unable to meet the payments and there is a Mindarie Regional Council default under the Resource Recovery Facility Agreement (RRFA);
- There is a Force Majeure Event.

Force Majeure Events will be limited due to insurance and can be narrowed down to the following:

- War risks, confiscations, nationalisation;
- Nuclear attacks, radiation, contamination by radio activity from nuclear waste etc;
- Sea damage, tidal wave or high water or storm surge;
- Spontaneous combustion, fermentation or any process involving application of heat.

# NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

## for the year ended 30 June 2010

### 17. BORROWINGS

| Loan Purpose              | Loan No. | Lender           | Date Advanced or Renegotiated | Duration | Maturity Date | Principal | Interest Rate % | Instalments \$ | Frequency | Balance as at 1 July 2009 | Budget Loan Repayment                 | Principal Repayment During Year Ending 30 June 2010 | Interest Repayment During Year Ending 30 June 2010 | Total Repayment During Year Ending 30 June 2010 | Balance as at 30 June 2010 |            |
|---------------------------|----------|------------------|-------------------------------|----------|---------------|-----------|-----------------|----------------|-----------|---------------------------|---------------------------------------|---|--|---|----------------------------|------------|
| Office Building           | 2        | WA Treasury Corp | 1/12/2003                     | 15       | 1/12/2019     | 6,509,470 | 6.48%           | 35,339         | 12        | 6,530,600                 | 27,622                                | 27,622  | 422,480  | 450,102   | 6,502,978                  |            |
| Underground Power         | 4        | WA Treasury Corp | 15/02/2007                    | 4        | 15/02/2011    | 3,758,380 | 6.51%           | 751,676        | 1         | 1,503,352                 | 751,676                               | 751,676   | 97,868   | 849,544   | 751,676                    |            |
| Lofius Centre - Belgravia | 5        | WA Treasury Corp | 2/07/2007                     | 20       | 1/07/2027     | 3,000,000 | 6.35%           | 22,099         | 12        | 2,847,616                 | 81,536                                | 86,867  | 178,324  | 265,191   | 2,760,749                  |            |
| Lofius Centre JG Car Park | 6        | WA Treasury Corp | 1/08/2007                     | 5        | 1/08/2012     | 2,600,000 | 6.52%           | 117,258        | 2         | 2,499,293                 | 68,209                                | 72,729  | 161,787  | 234,516   | 2,426,564                  |            |
| 81 Angove Street          | 7        | WA Treasury Corp | 17/12/2009                    | 10       | 2/12/2019     | 1,600,000 | 6.18%           | 18,591         | 12        | 0                         | 0                                     | 0   | 0  | 0   | 1,600,000                  |            |
|                           |          |                  |                               |          |               |           |                 |                |           |                           | 17,467,850                            | Loan Liability                                      | 938,894  | 860,459   | 1,799,353                  | 14,041,967 |
|                           |          |                  |                               |          |               |           |                 |                |           |                           | Accrued Interest Loan No. 2,4,5,6 & 7 |   | -  | 182,784   | -                          | 182,784    |
|                           |          |                  |                               |          |               |           |                 |                |           |                           | <b>938,894</b>                        | <b>1,043,243</b>                                    | <b>1,799,353</b>                                   | <b>14,224,751</b>                               |                            |            |
|                           |          |                  |                               |          |               |           |                 |                |           |                           | Bank Overdraft                        |   | -  | -   | -                          | -          |
|                           |          |                  |                               |          |               |           |                 |                |           |                           | Current Non-Current                   |   | 1,275,721  | -   | 1,275,721                  | -          |
|                           |          |                  |                               |          |               |           |                 |                |           |                           | Total                                 |   | -  | -   | -                          | 14,224,751 |

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

There was a new loan raised to purchase a property at 81 Angove Street

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 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):

|   | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
|---|----------------------|----------------------|
| Not longer than 1 year                          | 151,916              | 137,350              |
| Longer than 1 year and not longer than 2 years  | 125,470              | 119,443              |
| Longer than 2 years and not longer than 5 years | 106,750              | 104,566              |
| Longer than five years                          | 0                    | 0                    |
|   | <b>\$384,136</b>     | <b>\$361,359</b>     |

At the reporting date the Town of Vincent had 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:

|                        | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
|------------------------|----------------------|----------------------|
| <b>Opening Balance</b> | 21,423               | 21,496               |
| <b>Receipts</b>        |                      |                      |
| Unclaimed Monies       | 3,813                | 98                   |
| <b>Total Receipts</b>  | <b>25,236</b>        | <b>21,398</b>        |
| <b>Payments</b>        |                      |                      |
| Unclaimed Monies       | 2,487                | 25                   |
| <b>Total Payments</b>  | <b>2,487</b>         | <b>25</b>            |
| <b>Closing Balance</b> | <b>\$22,749</b>      | <b>\$21,423</b>      |

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

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 20. OTHER FINANCIAL ASSETS

#### INTEREST IN JOINT VENTURE

##### (a) Mindarie Regional Council

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

The Town of Vincent has a one twelfth (1/12) equity in the land and assets of the refuse disposal facility as per the constitution amendment (dated 25 November 1996) that recognises the Town as a member of the MRC.

The Town's interest in the joint venture calculated by the MRC as at 30 June 2010 is 12% representing its share of the net assets of \$2,337,531.

Town's interest in the assets and liabilities of MRC is as follows:

|  |                           |
|--|---------------------------|
| <b>Interest in the Joint Venture as at 30 June 2010</b>                    | <b>\$<br/>2,337,531</b>   |
| <b>Represented by share of Joint Venture entity's financial positions:</b> |                           |
| Current Assets   | 1,440,209                 |
| Non-Current Assets   | 3,479,260                 |
| Total Assets   | <u>4,919,469</u>          |
| Current Liabilities  | 511,993                   |
| Non-Current Liabilities  | 2,069,945                 |
| Total Liabilities  | <u>2,581,938</u>          |
| <b>Net Assets</b>  | <b><u>\$2,337,531</u></b> |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### (b) Tamala Park Regional Council

The Tamala Park Regional Council (TPRC) was formally constituted in February 2006. The Town of Vincent, along with the Cities of Joondalup, Wanneroo, Stirling, Perth and the Towns of Cambridge and Victoria Park, is a member of the TPRC. The seven participants are joint owners of Lot 118 Mindarie, which is an area of 432 hectares situated in the local authority district of Wanneroo. Part of the land is used by the Mindarie Regional Council as a refuse landfill.

The TPRC has been established for the specific purpose of creating an urban development of 165 hectares immediately north of the area leased to the Mindarie Regional Council.

The Town's interest in the joint venture calculated by the TPRC as at 30 June 2010 is 12% representing its share of the net assets of \$1,426,549.

Town's interest in the assets and liabilities of TPRC is as follows:

|  |                           |
|--|---------------------------|
| <b>Interest in the Joint Venture as at 30 June 2010</b>                    | <b>\$<br/>1,426,549</b>   |
| <b>Represented by share of Joint Venture entity's financial positions:</b> |                           |
| Current Assets   | 1,272,420                 |
| Non-Current Assets   | 167,814                   |
| Total Assets   | <u>1,440,234</u>          |
| Current Liabilities  | 13,110                    |
| Non-Current Liabilities  | 575                       |
| Total Liabilities  | <u>13,685</u>             |
| <b>Net Assets</b>  | <b><u>\$1,426,549</u></b> |

### (c) Change in Equity

Interest in the joint ventures by Council in both Mindarie Regional Council (MRC) and Tamala Park Regional Council (TPRC) is accounted for by applying the equity. Under this method of accounting, interest on the jointly-controlled regional council is initially recorded at cost and adjusted thereafter for the post-acquisition change in Council share of net asset of the jointly-controlled regional council. Accordingly, a post-acquisition change of \$2,210,153 was booked for MRC and post-acquisition change of \$74,762 for TPRC for the 2009/2010 financial year.

## 21. FEES AND CHARGES BY PROGRAMME

|                              | Actual 2009/10<br>\$       | Actual 2008/09<br>\$       |
|------------------------------|----------------------------|----------------------------|
| Governance                   | 265,147                    | 172,493                    |
| Law, Order and Public Safety | 68,776                     | 55,248                     |
| Health                       | 32,162                     | 27,419                     |
| Education and Welfare        | 304,022                    | 255,826                    |
| Community Amenities          | 137,310                    | 109,465                    |
| Recreation and Culture       | 6,621,794                  | 6,202,230                  |
| Transport                    | 4,240,643                  | 3,539,308                  |
| Economic Services            | 61,924                     | 60,721                     |
| Other Property and Services  | 1,035,125                  | 1,069,142                  |
| General Administration       | 88,038                     | 88,999                     |
|                              | <b><u>\$12,854,941</u></b> | <b><u>\$11,580,851</u></b> |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 22. GRANT REVENUES

|   | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
|---|----------------------|----------------------|
| Grants, subsidies and contributions are included in the operating revenues in the Statement of Comprehensive Income |                      |                      |
| <b>By Nature and Type</b>   |                      |                      |
| Grants, Subsidies and Contributions – operating   | 1,208,546            | 1,442,877            |
| Grants, Subsidies and Contributions – non-operating   | 1,381,081            | 1,271,574            |
|   | <b>\$2,589,627</b>   | <b>\$2,714,451</b>   |
|   | Actual 2009/10<br>\$ | Actual 2008/09<br>\$ |
| <b>By Programme</b>   |                      |                      |
| General Purpose Funding   | 858,935              | 1,094,147            |
| Law, Order and Public Safety  | 130,762              | 341                  |
| Health  | 1,836                | 48,796               |
| Education and Welfare   | 1,865                | 2,792                |
| Community Amenities   | 27,171               | 0                    |
| Recreation and Culture  | 251,610              | 463,847              |
| Economic  | 2,927                | 3,369                |
| Transport   | 1,282,921            | 1,092,852            |
| Other Property and Services   | 29,357               | 6,088                |
| Administration  | 2,243                | 2,219                |
|   | <b>\$2,589,627</b>   | <b>\$2,714,451</b>   |

### 23. MEMBERS' FEES AND ALLOWANCES

|   | Revised Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|---|---------------------------------|-------------------------|-------------------------|
| <b>Annual Meeting Fee<br/>(Section 5.99)</b>            |                                 |                         |                         |
| Mayor   | 70,000                          | 68,645                  | 69,416                  |
| Councillors (8)   | \$70,000                        | \$68,645                | \$69,416                |
| <b>Annual Allowance<br/>(Section 5.98 (5)(b))</b>       |                                 |                         |                         |
| Mayor   | 50,000                          | 46,812                  | 46,509                  |
| Deputy Mayor  | 12,500                          | 11,820                  | 11,820                  |
|   | \$62,500                        | \$58,632                | \$58,329                |
| <b>Prescribed Expense Reimbursement<br/>(FM Reg 44)</b> |                                 |                         |                         |
| Telecommunication Allowance                             | 12,000                          | 9,214                   | 13,571                  |
| Travelling Expenses                                     | 1,500                           | 2,023                   | 1,492                   |
| Child Care  | 1,000                           | 0                       | 0                       |
| Stationery/Printing                                     | 1,000                           | 2,696                   | 2,172                   |
| Other Expenses  | 2,000                           | 3,956                   | 2,248                   |
|   | \$17,500                        | 17,889                  | \$19,483                |
| <b>Total</b>  | <b>\$150,000</b>                | <b>\$145,166</b>        | <b>\$147,228</b>        |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 24. STATEMENT OF RATING INFORMATION

|  | Rateable<br>Value<br>\$ | Rate in<br>Dollar<br>Cents | Original<br>Budget<br>2009/10<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
|--|-------------------------|----------------------------|-------------------------------------|-------------------------|-------------------------|
| <b>RATE REVENUE</b>                      |                         |                            |                                     |                         |                         |
| <b>Gross Rental Values</b>               |                         |                            |                                     |                         |                         |
| General Rate                             |                         |                            |                                     |                         |                         |
| 15,018 Assessments                       | 266,680,094             | 7.0962                     | 18,843,673                          | 18,924,180              | 17,855,685              |
| Minimum Rate                             |                         |                            |                                     |                         |                         |
| 1,002 Assessments @ \$572                | 7,226,492               | @572                       | 571,428                             | 573,144                 | 545,000                 |
| Interim and Back Rates                   | 3,442,856               | 7.0962                     | 259,500                             | 244,312                 | 175,209                 |
| <b>Total General Rates Levied</b>        | <b>277,349,442</b>      |                            | <b>19,674,601</b>                   | <b>19,741,636</b>       | <b>18,575,894</b>       |
| Ex Gratia Rates                          |                         |                            |                                     |                         |                         |
| 50 Assessments                           | 830,635                 | 7.0962                     | 71,000                              | 58,943                  | 68,294                  |
|  | <b>278,180,077</b>      |                            | <b>19,745,601</b>                   | <b>19,800,579</b>       | <b>18,644,188</b>       |
| Less Rates Written Off                   |                         |                            | (45,000)                            | (48,428)                | (65,193)                |
| <b>Total Amount Made Up From Rates</b>   |                         |                            | <b>19,700,601</b>                   | <b>19,752,151</b>       | <b>18,578,995</b>       |
| Plus Non-Payment Penalties               |                         |                            |                                     |                         |                         |
| Instalment Interest @ 5.5%               |                         |                            | 90,700                              | 104,496                 | 88,490                  |
| Penalty Interest @ 11%                   |                         |                            | 83,000                              | 61,156                  | 58,336                  |
| Administration Charge \$7 per instalment |                         |                            | 100,000                             | 107,030                 | 72,650                  |
| Legal Costs Recovered                    |                         |                            | 10,000                              | 12,356                  | 10,155                  |
|  |                         |                            | <b>\$19,984,301</b>                 | <b>20,037,189</b>       | <b>\$18,808,626</b>     |

Council issued rates on 14 July 2009, with payment to be made either in full by 18 August 2009 or by four instalments as provided for in the *Local Government Act 1995*. Administration charges and interest applied for the final three instalments.

The due dates for each instalment were:

- First Instalment 18 August 2009
- Second Instalment 20 October 2009
- Third Instalment 5 January 2010
- Fourth Instalment 9 March 2010

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 25. FINANCIAL RISK MANAGEMENT

Council's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. The Council's overall risk management focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the Council.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance area under policies approved by the Council.

The Council held the following financial instruments at balance date:

|                              | Carrying Value          |                         | Fair Value              |                         |
|------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
|                              | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ | Actual<br>2009/10<br>\$ | Actual<br>2008/09<br>\$ |
| <b>Financial Assets</b>      |                         |                         |                         |                         |
| Cash and Cash Equivalents    | 10,897,402              | 9,476,197               | 10,897,402              | 9,476,197               |
| Receivables                  | 2,977,395               | 4,662,172               | 2,977,395               | 4,662,172               |
|                              | <b>13,874,797</b>       | <b>14,138,369</b>       | <b>13,874,797</b>       | <b>14,138,369</b>       |
| <b>Financial Liabilities</b> |                         |                         |                         |                         |
| Payables                     | 5,587,433               | 4,637,152               | 5,587,433               | 4,637,152               |
| Borrowings                   | 14,224,752              | 13,530,359              | 9,071,655               | 8,339,982               |
|                              | <b>19,812,185</b>       | <b>18,167,511</b>       | <b>14,659,088</b>       | <b>12,977,134</b>       |

Fair value is determined as follows:

- Cash and Cash Equivalents, Receivables, Payables – estimated to the carrying value which approximates net market value.
- Borrowings – estimated future cash flows discounted by the current market interest rates applicable to assets and liabilities with similar risk profiles.

#### (a) Cash and Cash Equivalents

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance area manages the cash and investments portfolio. Council has an investment policy and the policy is subject to review by Council. An Investment Report is provided to Council on a monthly basis setting out the make-up and performance of the portfolio.

The major risk associated with investments is price risk – the risk that the capital value of investments may fluctuate due to changes in market prices, whether these changes are caused by factors specific to individual financial instruments of their issuers or factors affecting similar instruments traded in a market.

Cash and investments are also subject to interest rate risk – the risk that movements in interest rates could affect returns. The weighted effective average interest for all the cash and cash equivalent for the year was 4.04% (2008/09 was 4.79%).

Another risk associated with cash and investments is credit risk – the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### SENSITIVITY ANALYSIS

|   | 30 June 2010<br>\$ | 30 June 2009<br>\$ |
|---|--------------------|--------------------|
| Impact of a 1.0% movement in interest rates on cash and investments |                    |                    |
| - Equity  | 109,000            | 94,000             |
| - Income Statement  | <b>\$109,000</b>   | <b>\$94,000</b>    |

#### (b) Receivables

Council's major receivables comprise rates and annual charges and user charges and fees. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. Council manages this risk by monitoring outstanding debt and employing debt recovery policies.

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land – that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is monitored against benchmarks for acceptable collection performance.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

The profile of the Council's credit risk at balance date was:

|  | 30 June 2010<br>\$ | 30 June 2009<br>\$ |
|--|--------------------|--------------------|
| Percentage of Rates and Annual Charges |                    |                    |
| - Current                              | 90%                | 83%                |
| - Overdue greater than twelve months   | 10%                | 17%                |

|  | 30 June 2010<br>\$ | 30 June 2009<br>\$ |
|--|--------------------|--------------------|
| Percentage of Other Receivables (exclude Underground Power Charge) |                    |                    |
| - Current  | 85%                | 90%                |
| - Overdue  | 15%                | 10%                |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT

### for the year ended 30 June 2010

#### (c) Borrowings

Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required.

The contractual undiscounted cash flows of Council's Payables and Borrowings are set out in the Liquidity Sensitivity Table below:

|  |                      |                            |                         | 30 June 2010                       | 30 June 2009       |
|--|----------------------|----------------------------|-------------------------|------------------------------------|--------------------|
|  |                      |                            |                         | \$                                 | \$                 |
| Percentage of Rates and Annual Charges |                      |                            |                         |                                    |                    |
| - Current                              |                      |                            |                         | 90%                                | 83%                |
| - Overdue greater than twelve months   |                      |                            |                         | 10%                                | 17%                |
|  | Due within<br>1 year | Due between<br>1 & 5 years | Due<br>after<br>5 years | Total<br>Contractual<br>Cash Flows | Carrying<br>values |
|  | \$                   | \$                         | \$                      | \$                                 | \$                 |
| <b>2010</b>                            |                      |                            |                         |                                    |                    |
| Payables                               | 5,587,433            | 0                          | 0                       | 5,587,433                          | 5,587,433          |
| Borrowings                             | 2,031,139            | 7,551,333                  | 10,946,474              | 20,528,946                         | 14,224,752         |
|  | <b>7,618,572</b>     | <b>7,551,333</b>           | <b>10,946,474</b>       | <b>26,116,379</b>                  | <b>19,812,185</b>  |
| <b>2009</b>                            |                      |                            |                         |                                    |                    |
| Payables                               | 4,637,152            | 0                          | 0                       | 4,637,152                          | 4,637,152          |
| Borrowings                             | 1,799,354            | 7,397,156                  | 10,968,290              | 20,164,800                         | 13,530,359         |
|  | <b>6,436,506</b>     | <b>7,397,156</b>           | <b>10,968,290</b>       | <b>24,801,952</b>                  | <b>18,167,511</b>  |

Borrowings are also subject to interest rate risk – the risk that movements in interest rates could adversely affect funding costs. Council manages this risk by borrowing long-term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation.

The following tables set out the carrying amount, by maturity, of the financial instruments exposed to interest

|   | <1 years  | >1>5 years | >5 years  | Total      | Weighted<br>Average<br>Effective<br>Interest Rate |
|---|-----------|------------|-----------|------------|---|
|   | \$        | \$         | \$        | \$         | %   |
| <b>Borrowings</b>                           |           |            |           |            |   |
| <b>Year Ended 30 June 2010</b>              |           |            |           |            |   |
| <b>- Fixed Rate</b>                         |           |            |           |            |   |
| Debentures                                  | 1,275,721 | 3,338,682  | 9,610,349 | 14,224,752 | 6.60%   |
| Weighted Average<br>Effective Interest Rate | 7.54%     | 6.96%      | 5.31%     |            |   |
| <b>Year Ended 30 June 2009</b>              |           |            |           |            |   |
| <b>- Fixed Rate</b>                         |           |            |           |            |   |
| Debentures                                  | 1,088,392 | 3,657,796  | 8,784,171 | 13,530,359 | 6.03%   |
| Weighted Average<br>Effective Interest Rate | 6.43%     | 6.37%      | 5.27%     |            |   |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

### 26. INVENTORIES

|                            | Actual 2009/10   | Actual 2008/09   |
|----------------------------|------------------|------------------|
|                            | \$               | \$               |
| Stock held at the Depot    | 130,045          | 141,528          |
| Retail Stock – Beatty Park | 68,954           | 72,403           |
|                            | <b>\$198,999</b> | <b>\$213,931</b> |

### 27. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

No trading or major undertakings and no major land transactions have been undertaken by the Town for the year ending in the 30 June 2010.

### 28. ECONOMIC DEPENDENCY

A significant portion of revenue is received by way of grants from the State and Federal Government. The total of grant revenue from government sources is disclosed in Note 22.

### 29. FINANCIAL RATIOS OF THE ACCOUNTS

|  | 2010   | 2009   | 2008   |
|--|--------|--------|--------|
| Current Ratio                                      | 0.34:1 | 0.92:1 | 0.93:1 |
| Debt Ratio   | 14.2%  | 13.2%  | 14.4%  |
| Outstanding Rates Ratio                            | 0.27%  | 0.44%  | 0.76%  |
| Rates Coverage Ratio                               | 53.5%  | 51.5%  | 50.5%  |
| Debt Service Ratio                                 | 5.3%   | 5.5%   | 5.5%   |
| Untied Cash to Trade Creditors Ratio               | 0.04:1 | 0.52:1 | 0.43:1 |
| Gross Debt to Revenue Ratio                        | 37.1.% | 37.0%  | 34.9%  |
| Gross Debt to Economically Realisable Assets Ratio | 17.3%  | 17.2%  | 22.1%  |

## NOTES TO AND FORMING PART OF THE FINANCIAL REPORT for the year ended 30 June 2010

The ratios are calculated as follows:

|  |  |
|--|--|
| Current Ratio                                      | $\frac{\text{(Current Assets – Restricted Assets)}}{\text{(Current Liabilities – Liabilities associated with Restricted Assets)}}$ |
| Debt Ratio   | $\frac{\text{Total Liabilities}}{\text{Total Assets}}$   |
| Outstanding Rates Ratio<br>(exclude Pensioners)    | $\frac{\text{Rates Outstanding}}{\text{Rates Collectable}}$  |
| Rates Coverage Ratio                               | $\frac{\text{Net Rates Revenue}}{\text{Operating Revenue}}$  |
| Debt Service Ratio                                 | $\frac{\text{Debt Service Cost}}{\text{Available Operating Revenue}}$  |
| Untied Cash to Trade Creditors Ratio               | $\frac{\text{Untied Cash}}{\text{Unpaid Trade Creditors}}$   |
| Gross Debt to Revenue Ratio                        | $\frac{\text{Gross Debt}}{\text{Total Revenue}}$   |
| Gross Debt to Economically Realisable Assets Ratio | $\frac{\text{Gross Debt}}{\text{Economically Realisable Assets}}$  |

# TOWN OF VINCENT

'Enhancing and celebrating our diverse community'



# TOWN OF VINCENT



#### 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.

