

agenda

Elected Members Briefing
Session



To: His Worship the Mayor and Councillors

Please be advised that an Elected Members Briefing Session will be held at **6.30pm** on **Tuesday 3 April 2018** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

A handwritten signature in black ink, appearing to read "A Vuleta".

MR ANTHONY VULETA
CHIEF EXECUTIVE OFFICER

29 March 2018

ELECTED MEMBERS BRIEFING SESSION

Purpose of Elected Members Briefing Session (EMBS)

The EMBS is a constituted Committee of the Council in accordance with Section 5.8 of the *Local Government Act 1995*. The function of the EMBS is to inform Elected Members of relevant and material facts and circumstances pertaining to matters to be decided at a forthcoming Ordinary Council meeting.

The EMBS:

1. Has no delegated power to make decisions;
2. Does not make recommendations about the adoption of reports of employees or others to the forthcoming Ordinary Council meeting;
3. Will involve Elected Members, staff, and external advisors (where appropriate) and will be open to the public; and
4. Provides an opportunity for Elected Members to be equally informed and seek additional information on reports, items and matters prior to them being presented to the forthcoming Ordinary Council meeting for formal consideration and decision.

Procedures for EMBS

A meeting of the EMBS will be conducted in accordance with the Standing Orders Local Law. The following procedures will also apply:

1. The EMBS will be open to the public except for matters of a confidential nature. The guide for determining those matters of a confidential nature shall be in accordance with the *Local Government Act 1995*.
2. There is no debate amongst Elected Members on any matters raised during the EMBS.
3. Relevant employees of the Town will be available to make a presentation or respond to questions on matters listed on the agenda of the EMBS.
4. A record (brief minutes) shall be kept of all EMBS meetings. As no decisions are made at an EMBS, the record will only be a record of;
 - 4.1 items listed on the agenda by heading and number;
 - 4.2 questions asked and the response provided; and
 - 4.3 any disclosure of interest as declared by individuals.
5. Persons having an interest in or knowledge of matters to be decided by the Council may be invited by the Chief Executive Officer to address an EMBS. Such persons making an address will be limited to 15 minutes. An address must relate to matters listed on the Agenda.

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1 OPENING

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

2.1 Recording of Proceedings

In accordance with clause 5.14 of the Town of Victoria Park Standing Orders Local Law 2011, as the Presiding Member, I hereby give my permission for only the Administration to record proceedings of this meeting.

2.2 Public Question & Public Statement Time

There are guidelines that need to be adhered to in our Council meetings and during question and statement time people speaking are not to personalise any questions, or statements about Elected Members, or staff or use any possible defamatory remarks.

2.3 No Adverse Reflection

Both Elected Members and the public when speaking are not to reflect adversely on the character or actions of Elected Members or employees.

2.4 Town of Victoria Park Standing Orders Local Law 2011

All meetings of the Council, committees and the electors are to be conducted in accordance with the Act, the Regulations and the *Town of Victoria Park Standing Orders Local Law 2011*.

3 ATTENDANCE

Mayor:	Mr T (Trevor) Vaughan
Banksia Ward:	Cr C (Claire) Anderson Cr J (Julian) Jacobs Cr R (Ronhhda) Potter Cr K (Karen) Vernon
Jarraah Ward:	Cr J (Jennifer) Ammons Noble Cr B (Bronwyn) Ife Cr B (Brian) Oliver Cr V (Vicki) Potter (Deputy Mayor)
Chief Executive Officer:	Mr A (Anthony) Vuleta
Chief Operations Officer:	Mr B (Ben) Killigrew
Chief Financial Officer:	Mr N (Nathan) Cain
Chief Community Planner:	Ms N (Natalie) Martin Goode
Manager Development Services	Mr R (Robert) Cruickshank
Secretary:	Mrs A (Alison) Podmore
Public:	

3.1 Apologies

3.2 Approved Leave of Absence

4 DECLARATIONS OF INTEREST

Declarations of interest are to be made in writing prior to the commencement of the Meeting, (a form to assist Elected Members and Staff is attached at the end of this Agenda).

Declaration of Financial Interests

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration. An employee is required to disclose their financial interest and if required to do so by the Council must disclose the extent of the interest. Employees are required to disclose their financial interests where they are required to present verbal or written reports to the Council. Employees are able to continue to provide advice to the Council in the decision making process if they have disclosed their interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

Declaration of Proximity Interest

Elected members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are to declare an interest in a matter if the matter concerns: a) a proposed change to a planning scheme affecting land that adjoins the person's land; b) a proposed change to the zoning or use of land that adjoins the person's land; or c) a proposed development (as defined in section 5.63(5)) of land that adjoins the persons' land.

Land, the proposed land adjoins a person's land if: a) the proposal land, not being a thoroughfare, has a common boundary with the person's land; b) the proposal land, or any part of it, is directly across a thoroughfare from, the person's land; or c) the proposal land is that part of a thoroughfare that has a common boundary with the person's land. A person's land is a reference to any land owned by the person or in which the person has any estate or interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

Declaration of Interest affecting impartiality

Elected Members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member/employee is also encouraged to disclose the nature of the interest.

Name/Position	
Item No/Subject	
Nature of Interest	
Extent of Interest	

5 PUBLIC QUESTION TIME**6 PUBLIC STATEMENT TIME****7 CONFIRMATION OF MINUTES****RECOMMENDATION:**

That the minutes of the Elected Members Briefing Session meeting held on Tuesday, 6 March 2018 be confirmed.

8 PRESENTATIONS

8.1 Petitions

8.2 Presentations (Awards to be given to the Town)

8.3 Deputations (Planning / External Organisations)
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9 METHOD OF DEALING WITH AGENDA BUSINESS

10 CHIEF EXECUTIVE OFFICER REPORTS

There are no reports from the Chief Executive Office.

11 CHIEF COMMUNITY PLANNER REPORTS

11.1 973 (Lot 17) Albany Highway, East Victoria Park – Applications for Amendment to Development Approval

File Reference:	PR11564
Appendices:	No
Landowner:	TPG Group Investments Pty Ltd
Applicant:	Allerding & Associates
Application Date:	18 December 2017 and 20 December 2017
DA/BA or WAPC Ref:	5.2017.1018.1 and 5.2017.1054.1
MRS Zoning:	Urban
TPS Zoning:	Residential/Commercial
TPS Precinct:	Precinct P11 'Albany Highway'
Use Class:	Fast Food Outlet
Use Permissibility:	'AA' (Discretionary) use

Date:	21 March 2018
Reporting Officer:	M. Hancock
Responsible Officer:	R. Cruickshank
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Approval subject to conditions.

- The Town has received two (2) separate Development Applications for the subject site.
 - The first is to amend Condition 2 of development approval DA 5.2017.40.1 to extend the drive through hours to 7.00am to 12.00am Monday to Sunday (referred to as 'Application 1'); and
 - The second is to delete Condition 3 of development approval DA 5.2016.330.1 to allow for sit down dining to occur and the associated works component (referred to as 'Application 2').
- Consultation commenced for both applications on 12 March 2018 and will conclude on 27 March 2018. Consultation has comprised of letters to the owners and occupiers of adjoining properties. At the time of writing this report, two (2) submissions had been received.
- Application 2 proposes a car parking shortfall of seven (7) car parking bays.
- Both applications are recommended for Approval subject to conditions.

TABLED ITEMS:

Nil

BACKGROUND:

The Town approved an application for a change of use to a Fast Food Outlet on 22 December 2016. In view of the car parking shortfall that would have otherwise resulted, Condition 3 of that approval specifically precludes sit down dining at the premises, and limits all customers to drive through and walk in take away. Furthermore, the operating hours were limited to 7.00am to 3.00pm seven (7) days a week by way of Condition 2, which reflects the operating hours requested by the applicants following discussions with Council Officers.

A subsequent Development Approval sought to amend Condition 2 of the original approval. The application, seeking to extend operating times to 7.00am to 8.00pm seven (7) days a week, was approved by Council Officers on 1 May 2017.

DETAILS:

The subject site at 973 Albany Highway, East Victoria Park is approximately 709m² and contains an existing building, which operates as a drive through Fast Food Outlet. The prevailing land uses along Albany Highway are commercial and residential in nature, with predominately residential dwellings to the southwest of the subject site. The subject site immediately abuts a mixed use development to the northwest and a Restaurant to the southeast. Means of access is gained from Albany Highway, with vehicle egress via Right-of-Way (ROW) 74 at the rear. The ROW at the rear of the site intersects with Patricia Street and Langer Street

The subject site is within the Albany Highway Precinct and is zoned Residential/Commercial. A Fast Food Outlet is an "AA" (discretionary) use within this zone. Application 1 proposes to amend Condition 2 of development application DA 5.2017.40.1 to extend the drive through trading hours of the Fast Food Outlet to 7.00am to 12.00am seven (7) days a week. Furthermore, Application 2 seeks to delete Condition 3 of development application DA 5.2016.330.1, which prohibits seated dining at the premises. The proposed Application 2 outlines indoor and alfresco seating for customers. A total seating area of 21m² consisting of 18 seats is located internally. Alfresco dining is proposed within the street setback area, providing an additional 33m² of seating and 24 seats. Six (6) car parking bays are proposed at the rear of the building predominately contained underneath an existing patio. The proposed car parking bays are screened from view from Albany Highway. In total the amended Development Application proposes a total of 54m² of sit down dining area and 5m² of counter queuing area and six (6) car parking bays.

In addition to the deletion of Condition 2 of development application DA 5.2017.40.1, Application 2 also seeks retrospective approval for an existing cool room. The cool room is not visible from the street and is setback 1.5m from the northwest boundary.

As outlined above, the Applicant submitted two (2) separate Applications for Development Approval for the Town's consideration. Both applications are accompanied by a report from the applicant, inclusive of the following justification:

Application 1

- *"The subject site is located on Albany Highway in the Residential/Commercial zone. The area is experiencing significant transition to commercial development along Albany Highway. The application supports the continued activation of Albany Highway."*
- *The proposed changes will bring the "Fast Food Outlet" in line with other businesses along Albany Highway that operate without time restrictions.*
- *The drive through accessway is located along the common boundary with an existing "Restaurant".*

- *The drive through has no amplified speakers, music or other noise associated with the activity. Orders are provided directly at the collection window only, which does not result in any amenity issues in its own right and, in any event, is also orientated eastwards towards Garden Thai Cuisine Restaurant.*
- *The adjoining Mixed Use development to the north west is separated by the existing building structures as well as a significant 2.4m high dividing fence between the two properties. To the extent that any noise is audible in the context of this Mixed Commercial area increased activation is both reasonable and appropriate.*
- *The rear exit for the drive through is onto an adjoining right of way (ROW) which is separated from adjoining residential dwellings by an existing drainage sump and Water Corporation Pump Station. Further, the adjacent residential developments to the south west of the drainage sump are also bounded by an existing dividing fence with extensive vegetation and no visible major openings that would give rise to any prospective concerns associated with headlight glare.”*

Application 2

- *“In addition to the six (6) car parking bays available on site, there are 18 on-street car parking bays within a 50m radius of the subject site.*
- *The Shepperton Road public car park is located 550 metres to the southeast of the subject site, which contains 82 car parking bays.*
- *The Applicant understands that the Town is in the process of reviewing car parking requirements. This, coupled with Council approving other similar car parking shortfalls within the Town supports the proposed car parking shortfall.*
- *Much of the sit down dining area is located internally or on the verandah of the building. The portion of seating located outside the building is within the Albany Highway street setback area. The inclusion of outdoor alfresco dining is unlikely to cause significant impact on amenity in this context.*
- *The proposed cool room structure is located at the rear of the building and not visible from the street. The building is designed to be a secondary storage location, supplementing the main kitchen storage areas when required.”*

Legal Compliance:

Relevant General Provisions of Town Planning Scheme No. 1

In assessing and determining this application, Council is to have regard to the following general provisions of the Scheme:

- Deemed Clause 67 of the *Local Planning Scheme Regulations 2015*; and
- Statement of Intent contained in Precinct Plan P11 'Albany Highway Precinct'.

Compliance with Development Requirements

- TPS 1 Scheme Text and Precinct Plan;
- Local Planning Policy 3 'Non-Residential Uses in or Adjacent to Residential Area'; and
- Local Planning Policy 23 'Parking Policy'.

Town of Victoria Park Town Planning Scheme No. 1

The statement of Intent for the Precinct states the following:

“The Albany Highway Precinct will be revitalised and consolidated as a major urban/shopping commercial axis incorporating the “strip” imagery of its past development along the length of Albany Highway.

The precinct has three retail nodes connected by general commercial areas. A wide range of uses serving both the local and regional populations shall be permitted, with emphasis on the consolidations and intergration of existing uses.”

The text associated with the Residential/Commercial zone reads:

“Careful control will be exercised over the nature of commercial uses and their site layout and design in order to minimise potential conflict with residential uses. In particular a high level of visual amenity, security and privacy is to be ensured while noise disturbance will be minimised.”

Car parking is located at the rear of the site out of view from Albany Highway with the existing Albany Highway access maintained. The proposed alfresco dining along Albany Highway provides passive surveillance to the street, whilst being located away from the residents on the other side of the ROW.

Local Planning Policy 3 – Non-Residential Uses in or Adjacent to Residential Areas

When considering an application which proposes a non-residential use in an area with existing or future potential residents, the Town refers to Local Planning Policy 3 – Non-Residential Uses in or Adjacent to Residential Areas (LPP 3). In this regard, LPP 3 seeks to minimise potential amenity impacts on existing and future surrounding residents. The subject site is within the Residential/Commercial zone of Albany Highway and is surrounded by a number of commercial activities. As discussed in the Noise and Amenity and Car Parking and Traffic Implication sections of the Report, the proposed amendments to Development Approval are not considered to have a significant undue impact on the amenity of existing or future surrounding residents.

Local Planning Policy 23 – Parking Policy

Local Planning Policy 23 – Parking Policy (LPP 23) details car parking requirements for specified uses within the Town. The relevant car parking standard for the proposed use of Fast Food Outlet is one (1) car parking bay for every 4.5m² of sit down dining area, plus one (1) car parking bay for every 4m² of counter/queuing area, other than dining area. The proposed development comprises 54m² of sit down dining area (21m² within the building and 33m² in the outdoor seating area at the front of the property), and 5m² of counter queuing area. This results in a total of 13 car parking bays being required for the development. The application proposes a total of six (6) on-site car parking bays, being a shortfall of seven (7) car parking bays.

Submissions:**Community Consultation:**

Having regard for the proposed extended operating hours (Application 1) and the car parking shortfall (Application 2) both applications have been subject to community consultation. In this regard, Local Planning Policy 37 ‘Community Consultation on Planning Proposals’ required the applications to be the subject of consultation for a 14-day period to owners and occupiers of adjoining and surrounding properties inviting their comment. The consultation period commenced on 12 March 2018 and concludes on 27 March 2018.

At the time of writing this report, two (2) submissions had been received as outlined below. The Report appearing in the Ordinary Council Meeting Agenda will contain a full table of submissions from the entire consultation period.

CONSULTATION SUBMISSIONS	
<i>Submission from owner/occupants of nearby properties</i>	
Comments Received	Officer's Comments
<u>Submission 1</u> I would prefer that the Council stuck to the regulations and request 16 parking bays.	Noted. See Car Parking and Traffic Implications section of Report.
<u>Submission 2</u> We do not support this application as there is a massive shortage of car parks in the street for our clients and staff let alone additional clientele for the fast food outlet. We had a parking bay taken from Somerset Street last week as it caused a danger for drivers existing from Terminus Lane onto Somerset Street. Leaving the street very short of parking. We would suggest that the grassed verge between Terminus Lane and Hubert Street is changed to angled parking. Cars are already using the verge as parking anyway.	Noted. See Car Parking and Traffic Implications section of Report.

Policy Implications:

Approval of the development with a parking shortfall would be inconsistent with Council's Local Planning Policy 23 'Parking Policy'. Council Officers have already acknowledged the need for the car parking ratios within the Town to be reviewed, and work already undertaken on this is progressing. It is likely that the Town's car parking ratios for new developments will be reduced, taking into account such factors as proximity to public transport and public parking facilities.

Risk Management Considerations:

Risk & Consequence	Consequence Rating	Likelihood Rating	Overall Risk Analysis	Mitigation / Actions
The proponent has the right of review against Council's decision, including any conditions included therein, in accordance with the <i>State Administrative Tribunal Act 2004</i> and the <i>Planning and Development Act 2005</i> .	Moderate	Likely	Low	Ensure that Council is provided with information to make a sound decision based upon relevant planning considerations including the Scheme and applicable Local Planning Policies.

Strategic Plan Implications:

Environment:

EN1 – Land use planning that puts people first in Urban Design, allows for different housing options for people with different housing needs and enhances the Town's character.

Economic:

Ec1 – A desirable place for commerce and tourism that support equity, diverse local employment and entrepreneurship.

Sustainability Assessment:

External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT:Noise and Amenity

Application 1 seeks to increase drive-through operation times from 7am to 8pm to 7am to 12am (midnight) daily. As part of the original application for the site, the applicant initially proposed to operate the drive-through facility on a 24 hour basis, which attracted objections from nearby landowners. Council Officers expressed concern regarding these proposed operating hours given the proximity to nearby residential properties, and in response the applicant requested and obtained approval to operate the drive-through from 7am to 3pm only. This was further extended from 7am to 8pm by way of an amended approval.

The justification put forward by the applicant for an increase in the operating hours of the drive-through component until 12 midnight is noted and has been further considered by Council Officers. It is accepted that given the commercial nature of the area, the drive-through being located on the southern side of the lot adjacent to a Restaurant, and the property being separated from nearby residential properties by a drainage sump/Water Corporation facility and a right-of-way, that an extension of operating times until 12 midnight is not likely to negatively impact upon surrounding properties.

Council's Environmental Health Officers note that an extension of trading times has the potential to result in increased noise complaints, however it is expected that the level of noise generated will be within the acceptable limits prescribed under the relevant noise regulations.

Any potential impact from vehicular movements along the right-of-way can be further minimised if vehicles are to turn left out of the site onto the right-of-way and onto Patricia Street (14m away) rather than turn right and head towards Langer Street (55m away). As such, Officers recommend a condition requiring directional signage for all vehicles exiting the site to turn left onto the right-of-way.

Condition 3 of development application 5.2016.330.1 precluded the "Fast Food Outlet" from providing a customer seating area, due to parking implications (discussed further below). This amended application proposes both internal seating and outdoor seating (in the front setback area adjacent to Albany Highway), and therefore requests the deletion of condition 3. It is considered that there is no need to restrict the hours of operation for the seating aspect of the business as any potential amenity or noise impacts will be minimal as they will either occur within the building or adjacent to Albany Highway and other commercial properties. Additionally it is noted that Council has generally not restricted the operating times of other businesses along Albany Highway with a sit down dining element.

Car Parking and Traffic Implications

As outlined above, the proposed Fast Food Outlet generates a total car parking requirement of 13 bays. As six (6) on-site car bays are provided, then this results in a seven (7) bay parking shortfall.

The requirement for 13 on-site car bays has been calculated based upon the total sit down dining area being 54m² and there being 5m² counter queuing area, as outlined in the proposed plans. It should be noted that the sit down dining area of 54m² comprises approximately 33m² in outdoor seating in the front setback area to Albany Highway and 21m² within the building, equating to 7.3 bays and 4.6 bays respectively.

Council Officers acknowledge the arguments put forward by the applicant in support of the proposed parking shortfall including the availability of on-street parking at the likely peak period of the use (ie. in the evenings). While this contention has some merit, it would also apply to any other property in Albany Highway, and would be inconsistent with previous Council decisions which have generally not allowed for developments to place heavy reliance upon existing on-street parking bays.

When assessing Restaurant applications or the sit down dining component of Fast Food Outlets, the Town generally applies a 50% car parking dispensation for the day time operation of the business, which recognises that many patrons walk from the surrounding businesses. In this regard, the total car parking requirement for day time trade would be reduced to seven (7) car parking bays, resulting in a day time shortfall of one (1) car parking bay. Therefore the proposal (based upon 54m² of total sit down dining area) results in a one (1) bay parking shortfall during the day, and a parking shortfall of up to seven (7) bays in the evening.

As stated above, the total parking requirement of 13 bays during the evening comprises a requirement for both the indoor and outdoor seating (4.6 bays and 7.3 bays respectively). It should therefore be noted that if only the outdoor seating were approved, then there would be only a one (1) bay parking shortfall.

Council Officers have already acknowledged the need for the car parking ratios within the Town to be reviewed, and work on this has progressed. It is likely that the Town's car parking ratios for new developments will be reduced taking into account such factors as proximity to public transport, public parking facilities, siting within an Activity Centre, and the inclusion of end-of-trip facilities.

However until such time as a review of the parking ratios is well progressed and there is greater certainty around the likely outcomes, it is appropriate that Council's decision be based upon consistency with other applications where the current car parking standards of the Policy have been applied.

The following options are available to Council:

1. Support the proposed car parking shortfall of one (1) bay during the day and seven (7) bays during the evening; or
2. Not support the proposed parking shortfalls and either refuse Application 2 or require the applicant to reduce the total amount of sit-down dining so as to reduce the parking requirement in full or part; or
3. Restrict the internal sit down dining component to the day time only, so that there is only a one (1) bay parking shortfall both during the day and evening; or
4. Approve the application with a condition requiring the applicant to make a cash-in-lieu contribution for all or some of the bays in shortfall, with such monies going towards the future construction of car parking on the Westminster Street sump;

Council Officers recommend option 3. It is considered that a one (1) bay parking shortfall is not significant and would have no impact upon the amenity of the surrounding locality. While restricting internal sit-down dining to the day time only may have an impact upon the viability of the business, this option reasonably addresses the proposed parking shortfall, and does not prevent the applicant from reapplying for approval to use the indoor sit down dining area in the future when the Town's proposed review of car parking standards have been sufficiently progressed.

Deemed Clause 67

In considering both applications, Council Officers have given regard to the following relevant provisions in deemed clause 67 of the Regulations:

- **The compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development.**

The existing building is being retained, with no external modifications. The use of the front setback area for outdoor dining is supported and considered to be positive outcome.

- **The amenity of the locality including the following –**
 - **Environmental impacts of the development;**
 - **The character of the locality; and**
 - **Social impacts of the development.**

The proposal is unlikely to have a detrimental impact on the amenities of the locality. Potential impacts in relation to noise and parking are addressed above.

- **The amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety.**

While resulting in a proposed parking shortfall, the proposed amendments will not have any material impact upon the capacity of the road network or create safety or congestion issues.

- **Any submissions received on the application.**

The one (1) submission received to date has been addressed above.

CONCLUSION:

The proposal is considered to be consistent with the Statement of Intent and the objectives for the Precinct and the text associated with the Albany Highway “Residential/Commercial” zone. Having regard to the Officers comments above, particularly in relation to the matters of noise and parking, it is considered that there will be no impact on adjoining properties or the general character of the area.

Having regard to the above and deemed clause 67, it is recommended that both applications be approved subject to conditions.

RECOMMENDATION/S:

1. **In accordance with the provisions of the Town of Victoria Park Town Planning Scheme No. 1 and the Metropolitan Region Scheme the application submitted by Allerding and Associates (DA Ref: 5.2017.1018.1) for Amendment to Development Approval (Extension of Drive-Through Operating Times) at No. 973 (Lot 17) Albany Highway, East Victoria Park, as indicated in the Development Application dated received 18 December 2017 be Approved subject to the following conditions:**

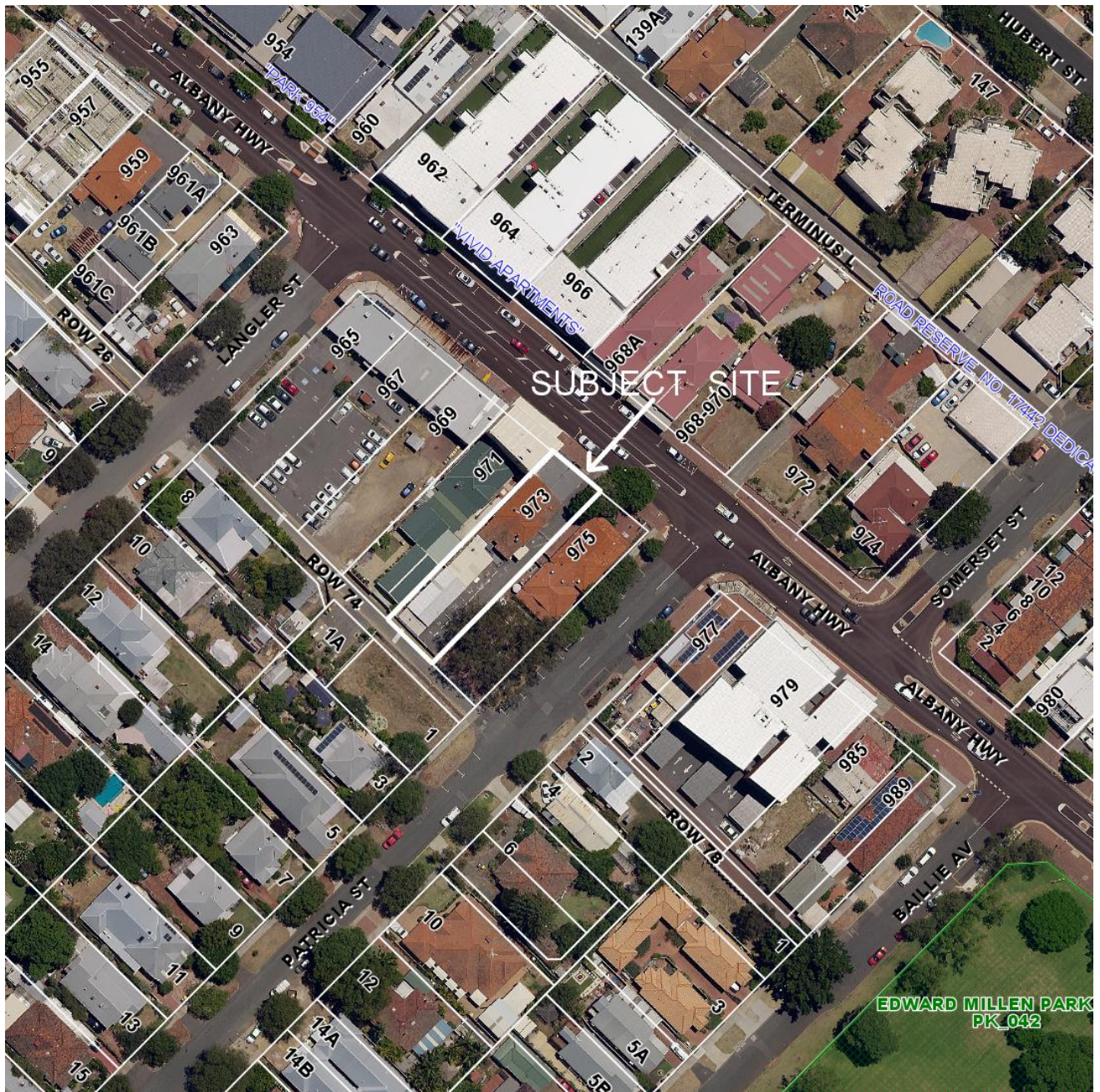
- 1.1 Condition No. 2 of development approval DA Reference No. 5.2017.40.1 dated 1 May 2017 being modified to read as follows:
“The operating hours of the drive-through component of the development is to be limited to the hours of 7:00am to 12:00am on any day.”
- 1.2 Prior to the use of the site in accordance with this amended approval and to the satisfaction of the Town, the applicant/owner is install directional signage at the exit point of the drive-through accessway onto the right-of-way, directing traffic to left turn only when exiting the site.
- 1.3 Remainder of development complying with development application DA Reference No’s. 5.2016.330.1 and 5.2017.40.1 approved on 22 December 2016 and 1 May 2017 respectively.

Advice to Applicant

- 1.4 Any amendments or modifications to the approved drawings forming part of this development approval may require the submission of an application for amendment to development approval and reassessment of the proposal.
2. In accordance with the provisions of the Town of Victoria Park Town Planning Scheme No. 1 and the Metropolitan Region Scheme the application submitted by Allering and Associates (DA Ref: 5.2017.1054.1) for Amendment to Development Approval (Proposed Sit Down Dining Area and associated works) at No. 973 (Lot 17) Albany Highway, East Victoria Park, as indicated in the Development Application dated received 20 December 2017 be Approved subject to the following conditions:
 - 2.1 Condition No. 3 of development approval DA Reference No. 5.2016.330.1 dated 22 December 2016 being deleted.
 - 2.2 Before the subject development is first occupied or commences operation, all on site car bays being provided in accordance with the approved plans.
 - 2.3 The proposed internal sit down dining area as marked in red on the approved plans, is only permitted to operate between the hours of 7.00am to 5.00pm on any day.

Advice to Applicant

- 2.4 Any amendments or modifications to the approved drawings forming part of this development approval may require the submission of an application for amendment to development approval and reassessment of the proposal.
3. Those persons who lodged a submission regarding either application be advised of Council’s decision.



11.2 Proposed Local Development Plan No.1 – Portion of Lot 9506 Victoria Park Drive, Burswood (proposed Lots 169 – 185)

File Reference:	PR25316
Appendices:	No
Landowner:	BL Developments Pty Ltd
Applicant:	CLE Town Planning & Design
Application Date:	23 February 2018
Application Ref:	5.2018.150.1
MRS Zoning:	Urban
TPS Zoning:	Special Use
TPS Precinct:	Precinct P2 'Burswood'

Date:	20 March 2018
Reporting Officer:	L. Sabitzer
Responsible Officer:	R. Cruickshank
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Council resolves to approve Local Development Plan No.1 relating to a portion of Lot 9506 Victoria Park Drive, Burswood (proposed Lots 169 -185)

- The local development plan relates to a portion of existing Lot 9506 and comprises those lots identified in the Burswood Lakes Structure Plan as superlot 3 (in full) and superlot 2 (in part).
- Approval was granted by the Western Australian Planning Commission (WAPC) on 19 December 2017 to subdivide a portion of Lot 9506 Victoria Park Drive into 17 lots, subject to conditions. Condition 11 requires the preparation and approval of a local development plan which outlines the built form and vehicular access for future development. It is the responsibility of the Town to clear this subdivision condition.
- The local development plan addresses the matters of restricting vehicular access from Victoria Park Drive, reducing the visual dominance of garages to Bow River Crescent, in addition to proposing variations to the deemed-to-comply requirements of State Planning Policy 3.1: Residential Design Codes (R-Codes).
- The applicant advises that concept plans have been prepared for the proposed lots which depict the development of two (2) storey dwellings, including an upper floor studio, which can be purposed for use as an ancillary dwelling.
- In accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, a proposed local development plan is to be determined by the local government. It is not required to be referred to the WAPC for determination.
- The application is referred to Council for determination, as this is the first Local Development Plan received by the Town and, as such, no delegation exists for the Council's Officers to determine.
- The development of the proposed lots will be exempt from requiring development approval, if the building plans comply with the approved local development plan and the remaining deemed-to-comply provisions of the R-Codes, which are not varied by the local development plan.

- Council Officers recommend the approval of Local Development Plan No.1, subject to a caveat or a suitable alternate legal mechanism being registered on the Certificate of Titles, requiring construction compliance with the recommendations of an approved Transportation Noise Assessment, and provision 16 (b) of the Local Development Plan text applying to all lots.

TABLED ITEMS:

Nil

BACKGROUND:

In December 2017, an application for the subdivision of a portion of Lot 9506 Victoria Park Drive into 17 lots, was referred to Council to make recommendation to the determining authority, the Western Australian Planning Commission (WAPC). Council at its Ordinary Meeting held on 12 December 2017 considered the application however there was no resolution moved. Subsequently, the WAPC on 19 December 2017 determined to approve the subdivision application, subject to conditions.

Condition 11 of the conditional subdivision approval requires a Local Development Plan (LDP) to be prepared and approved, and reads as follows:

11. *Local Development Plan being prepared and approved for the proposed lots that outlines appropriate built form and vehicular access for the future development on each lot to the satisfaction of the Western Australian Planning Commission. (Local Government)*

This condition is also in line with the Council Officer's report on the proposed subdivision, which recommended that a local development plan is prepared to ensure that high quality built form standards are delivered.

Additionally, Condition 12 of the conditional subdivisional approval requires the landowner/applicant to advise prospective purchasers, in writing, that a LDP is applicable. Specifically the condition states:

12. *The landowner/applicant shall make arrangements to ensure that prospective purchasers of lots subject of a Local Development Plan are advised in writing that Local Development Plan provisions apply. (Local Government)*

It is the responsibility of the Town to clear these subdivision conditions, once an 'Application for Subdivision Clearance' is received. This would occur, following approval of a LDP and once the other actions required to be actioned by the development and cleared by the local government are resolved.

DETAILS:

A Local Development Plan (LDP) is a mechanism to coordinate and assist in achieving better built form outcomes by linking lot design to future development. Decision makers are to give 'due regard' to an approved LDP when making decisions in respect to the development of land within the local development plan. Once approved, a LDP is valid for a duration of ten (10) years.

LDPs are used in limited situations to guide the design and development of small or constrained lots or to achieve particular design outcomes. In this case, the requirement to prepare a LDP was a condition of subdivision approval imposed by the WAPC. The subdivision condition requires the LDP to outline the built form and vehicular access for future development. Specifically, the LDP (attached to this report) addresses the following development matters:

- Building setbacks;
- Boundary walls;
- Open space;
- Garage width;
- Visual privacy;
- Ancillary dwellings;
- Fencing; and
- Noise management.

The proposed LDP applies to a portion of existing Lot 9506 Victoria Park Drive, Burswood, which is identified in the Burswood Lakes Structure Plan as super lots 3 (in full) and 2 (in part). The proposed 17 lots, once the subdivision is finalised and new titles are created, will be referred to as Lots 169 – 185 Victoria Park Drive, Burswood. Proposed lots 169 – 175 have direct frontage to Bow River Crescent at the rear, while proposed lots 176 – 185 have direct frontage to a laneway which provides vehicular access to Bow River Crescent.

The subject site is located within The Peninsula Estate, Burswood. The surrounding development is also located within this estate and includes the Aurora (Tower 4) apartments located opposite the subject site and two-storey townhouses located to the south-east. Land west of the subject site is currently vacant and is owned by the same landowner as the subject site, BL Developments Pty Ltd.

In support of the LDP application, a covering letter received 23 February 2018 has been prepared by the applicant describing the LDP and the planning merits for the proposal, which, in summary, states the following:

- *“Condition 11 [regarding the LDP] was imposed in acknowledgement to the fact that standard development controls within the Structure Plan and the R-Codes were inadequate to deliver a coordinated and responsive built form outcome access the proposed lots. The inability of part 5 of the R-Codes more generally to deliver medium-density outcomes is further outlined under Planning Bulletin 112/2016: ‘Medium-density single house development standards – Development Zones’ (the RMD Codes) which was prepared to guide medium density single dwellings on smaller lot products. The RMD Codes are effective in delivering built form outcomes for single storey dwellings however, are not capable of addressing two-storey designs on non-traditional lots.*
- *The LDP proposes to establish a suite of development controls that will deliver a high standard built form outcome along Victoria Park Drive, coordinated from design to construction stage by Mirvac. The dwellings will be of a similar form and scale as the existing dwellings fronting Victoria Park Drive with subtle differences in the design and finish.*

- *Second storeys above garages fronting Bow River Crescent are mandated to ensure a quality street presentation and reduce the potential impact of garage doors. The remaining LDP provisions are proposed to coordinate the delivery of the concept designs consistent with established planning principles of the R-Codes and the RMD Codes.*
- *The design and development of the 17 lots will be undertaken by two builders. One builder will design and construct the dwellings on lots 169 – 175 inclusive with the other responsible for lots 176 – 185. Concept designs have already been prepared by each builder and have formed the basis for the development standards proposed in this LDP.*
- *The LDP contains specific development controls necessary to deliver a coordinated outcome in accordance with the concept designs. It will ensure delivery of a harmonious streetscape and allow perspective residents to make purchasing decisions based on a complete information package, fully aware of the intended outcomes”.*

The proposed Local Development Plan No.1 was received by the Town on 23 February 2018.

Legal Compliance:

State Government Legislation & Policy

- *Planning and Development Act 2005;*
- *Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) - Schedule 2, Part 6 – Local development plans;*
- *State Planning Policy 3.1: Residential Design Codes (R-Codes);*
- *State Planning Policy 5.4: Road and Rail Transport Noise and Freight Considerations in Land Use Planning (SPP5.4);*
- *Burswood Peninsula District Structure Plan; and*
- *Planning Bulletin 112/2016: Medium-density single house development standards – Development Zones (R-MD Codes).*

Of particular note is Schedule 2, Part 6 of the Regulations which details the process for assessing and determining a LDP, including the following:

“51. Consideration of submissions

The local government must –

- (a) must consider all submissions in relation to a local development plan made to the local government within the period specified in a notice advertising a proposed local development plan; and*
- (b) may consider submissions in relation to a local development plan made to the local government after that time; and*
- (c) is to have due regard to the matters set out in clause 67 to the extent that, in the opinion of the local government those matters are relevant to the development to which the plan relates.*

52. Decision of local government

- 1) Following consideration of a proposed local development plan, including any amendments made to the plan to address matters raised in submissions, the local government must –*
 - (a) approve the local development plan; or*

- (b) *require the person who prepared the local development plan to –*
 - (i) *modify the plan in the manner specified by the local government; and*
 - (ii) *resubmit the modified plan to the local government for approval;*
- or*
- (c) *refuse to approve the plan.*
- 2) *The local government is to be taken to have refused to approve a local development plan if the local government has not made a decision under subclause (1) –*
 - (a) *if the plan was advertised – within the period of 60 days after the last day for making submissions specified in a notice given or published under clause 50(2) or a longer period agreed between the local government and a person other than the local government who prepared the plan...*

54. Review

A person who prepared a local development plan may apply to the State Administrative Tribunal for a review, in accordance with the Planning and Development Act 2005 Part 14, of a decision by the local government not to approve the local development plan.”

Local Government Planning Scheme & Policy

- Town Planning Scheme No.1 (TPS1);
- TPS1 Precinct Plan P2 – ‘Burswood Precinct’;
- Burswood Lakes Structure Plan; and
- Local Planning Policy 9 – Design Guidelines for Burwood Lakes.

CONSULTATION SUBMISSIONS:

<i>Submission 1</i>	
Comments Received	Officer’s Comments
<ul style="list-style-type: none"> • Request that the area of land between lots 177 – 185 is converted into the area of the landscaped reserve, rather than provision of a footpath. <i>“...the white space between lots 177-185 and the proposed public open space& Bow River Cres is I am told going to be footpath. I can’t see too many people wanting to walk along the path so is it possible to have the whole area of open space a combination of grass/shrubs, trees”</i> 	<p>A footpath is proposed to connect with the existing footpath along the side of Bow River Crescent (closer to Victoria Park Drive).</p> <p>The locations of the continuous pedestrian network are depicted in the Burswood Lakes Structure Plan (at Figure 22).</p> <p>The Bow River Crescent footpath is planned to connect with pedestrian access way (including an accessible ramp), which is proposed adjacent to proposed Lot 169, that provides pedestrian and cycle access to Victoria Park Drive.</p> <p>Some members of the community, for example, parents walking with a pram and persons using wheelchairs and gophers, require a footpath connection and may encounter difficulties moving on a landscaped, park area.</p>

	It is recommended that a footpath is provided in this location.
<ul style="list-style-type: none"> With regard to landscaped reserve it is requested that in relation that fruit trees/ an urban orchard is planted. <i>"...is it possible to have fruit trees planted e.g. lemons, oranges, limes etc. An urban orchard is what I am thinking".</i> 	<p>At present time, Mirvac (the estate developer) is responsible for maintaining all roads, public open space and landscaped areas within the Peninsula Estate.</p> <p>Once development of the Peninsula Estate is complete (i.e. Lots 1 – 25, shown on the Burswood Lakes Structure Plan), at this time, the responsibility for maintaining the roads, public open space and landscaped areas of the Peninsula Estate will be handed over to Town.</p> <p>As the Town will ultimately be responsible for maintaining the landscaped area, the preference is for the planting of water-wise, low-maintenance species.</p> <p>A landscape architect (engaged by Mirvac) has prepared a draft landscaping plan of this reserved area for the Town's comments. The draft landscaping plan shows two (2) bench seats with landscaping mainly consisting of trees, shrubs and ground coverings. A small area of turf is proposed in the SE corner of the reserve, and a gravel area is shown surrounding transformer infrastructure within the reserve.</p>
<i>Submission 2</i>	
Comments Received	Officer's Comments
<ul style="list-style-type: none"> Support for public car bays in road reserve. <i>"...delighted to see 14 new parking bays along The Mews, as parking space is a big issue here."</i> 	Support noted.

<ul style="list-style-type: none"> Request that the area of land between lots 177 – 185 is converted into the area of the landscaped reserve, rather than provision of a footpath. <i>"I would like to comment on the open space between Bow River Crescent and the new extension of The Mews (opposite Lots 177-185). My concern is that a large part of this green space has been taken up with what I assume is a footpath. There is no footpath on the open space opposite 91-97 Vic Park Dr (but on the Mews side) and this has never been an issue. We walk across this little park all the time. There is an existing footpath on the other side of Bow River Cres. I feel very few people would ever make use of this proposed new footpath on the open space. These small pockets of grass and trees are vital in an area of dense population and aesthetically beautiful too. So would it be possible to have the whole area of open space a combination of grass and trees."</i> 	See comments above.
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Risk Management Considerations:

Risk & Consequence	Consequence Rating	Likelihood Rating	Overall Risk Analysis	Mitigation / Actions
The proponent has a right of review to the State Administrative Tribunal if Council decides to not approve the local development plan, or if a decision is not made within 60 days of the closing date for submissions.	Moderate	Likely	High	Ensure that Council is provided with information to make a sound recommendation based upon relevant planning considerations.

Strategic Plan Implications:

Environment:

EN1 – Land use planning that puts people first in Urban Design, allows for different housing options for people with different housing needs and enhances the Town's character.

Financial Implications:

Nil, the local development plan relates to private property and therefore, the effect of the recommendation has no direct budgetary or financial implications for the Town.

If the applicant is aggrieved by a decision of Council to not approve the local development plan, they may apply for a review of the decision through the State Administrative Tribunal (SAT) in which case the Town may incur costs for legal and/or expert advice.

Sustainability Assessment:External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Any proposed development that involves excavation is subject to assessment and conformance with requirements set out for the Burswood Environmental and Geotechnical Control Area under the TPS1 Precinct Plan P2 – 'Burswood Precinct'. This includes the need to prepare a geotechnical report and if necessary address issues with regard to potential asbestos contamination associated with the former cement kiln within the Special Control Area, if relevant to the sites and not already remediated or adequately addressed.

COMMENT:Variations to Residential Design Codes (R-Codes) deemed-to-comply provisions

The LDP proposes variations to the deemed-to-comply provisions of the R-Codes. An LDP is used to coordinate development outcomes and address site specific constraints. As a result, it is recognised that variations to the deemed-to-comply provisions may be required. The suitability of these variations is assessed against the relevant design principles of the R-Codes and, where applicable, if the variations are consistent with the R-MD Codes standards.

The R-MD Codes were prepared in 2016, when it was acknowledged by the Western Australian Planning Commission that using the standard R-Codes for medium density on small lots has resulted in inferior built form outcomes. In response, Planning Bulletin 112/2016 providing guidance on varying the deemed-to-comply provisions for medium-density single houses in development areas has been prepared. This LDP proposes variations to the R-Codes deemed-to-comply provisions that are consistent with the standards outlined in the R-MD Codes. This is discussed further below.

Developments that comply with a LDP may be exempt from the development approval process, pursuant to Schedule 2, Part 7, clause 61 (4) of the *Planning and Development (Local Planning Scheme) Regulations 2015*. This will be dependent on the development complying with the remaining deemed-to-comply provisions of the R-Codes, which are not varied by the LDP.

The proposed LDP seeks the following variations to the deemed-to-comply provisions of the R-Codes:

- *Side setback* - The side setback of the proposed dwellings, with the exception of boundary (parapet) walls, is listed in the LDP as a minimum of 1m from the side lot boundary in lieu of the minimum setback listed in R-Codes (Table 2a & b). The minimum side setback requirement listed in the R-Codes (Table 2a & b) varies according to the wall length, height and the type of openings proposed. (LDP provision 7)

The reduction in the minimum side setbacks is considered appropriate in the context of this infill, medium density development. The proposed residences are required to each be setback at least 1m from a side lot boundary. This will result in 2m of setback separation between the residences which will allow for adequate access to sunlight and ventilation for the dwelling's occupants. As such, this variation is deemed appropriate. However, as depicted on the LDP, Lot 185 requires assessment of side setbacks as per the standard R-Codes clause 5.1.3 requirement, as it adjoins an existing single house.

- *Upper floor (rear) setback* – The LDP states that the rear setback of the upper floor for lots 169 - 175 is to be a minimum of 1m from the rear boundary adjacent to Bow River Crescent, and for lots 176 – 185 may be a nil setback from the rear boundary adjacent to the laneway. This is in lieu of the minimum rear setback listed in R-Codes (Table 2a & b). The minimum side setback requirement listed in the R-Codes (Table 2a & b) varies according to the wall length, height and the type of openings proposed. Furthermore, the Burswood Lakes Structure Plan outlines a minimum 1.5m street setback from Bow River Crescent, however this was based on the then contemplated apartment built form. (LDP provision 9)

This variation is supported to overcome a poor design outcome which would be a streetscape dominated by double garages, due to the narrow lot widths.

In addition to the rear upper floor rear setback variation, the LDP at provision 16 (b) requires:

“Lots with direct access to Bow River Crescent (Lots 169 -175) to provide a second storey above the garage which extends a minimum of 80% the width of the garage and protrudes a minimum of 0.5m forward of the garage alignment.”

The provision of an upper floor addition, protruding forward of the double garage, enhances street surveillance opportunities and overall, results in an improved built form as it reduces the dominance of double garages on the streetscape.

It is recommended that the LDP provision 16 (b) is modified to apply to all lots in the LDP, rather than lots 169 – 175 only. If in a particular instance, a single storey building element is proposed at the Bow River Crescent end of the proposed lots, then this can be considered on its merits as part of an application for development approval.

- *Upper boundary (parapet) wall* – A variation to permit an upper floor boundary wall on the western boundary is requested for lot 169 only. This is lieu of a boundary wall of up to 3.5m in height, generally single storey in height, being permissible under the R-Codes. (LDP provision 11)

This proposed variation relates to lot 169 only. This lot abuts a future pedestrian access way. The concept plan proposed a cantilevered upper floor which will be within the subject lot, however built up to the lot boundary. This variation is supported as it creates a passive surveillance opportunity over this future public space and will not result in adverse impacts to surrounding properties.

- *Outdoor living areas* – The LDP provision for outdoor living areas request a variation to the minimum dimension of 3m (length and width of the outdoor living area) in lieu of a minimum of 4m, and for outdoor living areas to be located within the street setback area. (LDP provisions 14 & 15)

The variation to the minimum dimension is as per the R-MD Codes which permits an outdoor living area with, "...a minimum 3m length or width dimension". In relation to the proposed outdoor living area location in the front setback area (i.e. facing Victoria Park Drive), this is supported as it allows for a north facing outdoor living area and provides passive surveillance over Victoria Park Drive. Furthermore, the submitted Transportation Noise Assessment considers outdoor living areas in this location and concludes that the outdoor living areas met the noise levels of SPP5.4, with the exception of Lot 184 which requires an additional outdoor living area to be provided on-site.

- *Visual privacy* – The LDP requests that visual privacy is calculated only in situations where a major opening directly faces a side boundary. It is requested that visual privacy from an oblique view (i.e. where it is not a direct view, such as an opening parallel to a lot boundary) is exempt from assessment. (LDP provision 17)

This variation in relation to oblique overlooking is consistent with the R-MD Codes, which for the subject density, states that, "no privacy provisions apply". Notwithstanding this, the LDP still requires assessment of visual privacy of direct overlooking from major openings of the proposed lots. In addition, Lot 185, which adjoins an existing single house, would require assessment of visual privacy as per the standard R-Codes clause 5.4.1 requirement, when looking towards the side (south-east) lot boundary.

- *Ancillary dwelling* - The LDP seeks to remove R-Codes deemed-to-comply requirement which requires a lot to be a minimum area of 450m² to have an ancillary dwelling in addition to a single residence. (LDP provision 18)

An ancillary dwelling (i.e. studio / granny flat) is defined in the R-Codes as a:

"Self-contained dwelling on the same lot as a single house which may be attached to, integrated with or detached from the single house."

The proposed lots are less than 450m² in area, and vary in size from 184m² to 298m². The applicant states that this variation to allow ancillary dwellings on the proposed lots creates opportunities for housing diversity and affordability and, “...it is envisaged that the ancillary dwellings would be provided as studios above the proposed garages”. The subject site is considered suitable for ancillary dwellings due to the subject site’s proximity to public transport, services and amenities.

As outlined above, the proposed variations are supported as they are a) consistent with relevant design principles of the R-Codes or b) the variation is as per a corresponding development standard in the R-MD Codes.

Burswood Lakes Structure Plan

The Burswood Lakes Structure Plan was approved by Council on 17 December 2002 and by the Western Australian Planning Commission on 22 April 2003. The purpose of the Structure Plan is to guide the future subdivision and development of land within the Structure Plan area. The land subject to the Structure Plan comprises primarily the land being developed by Mirvac known as ‘The Peninsula’, and other surrounding land parcels.

The Structure Plan outlines the primary development standards that apply to all of the superlots, being density, plot ratio and building height.

However, since the introduction of the *Planning and Development (Local Planning Scheme) Regulations* in October 2015 changed the status and weight afforded to Local Structure Plans to being a document that decision makers give “due regard” to rather than being legally bound to its contents.

The LDP carries over the key development standards of the Burswood Lakes Structure Plan, specifically:

- *Primary street setback* – A 1.5m street setback to Victoria Park Drive. (LDP provision 6)
- *Plot ratio* – a maximum plot ratio of 1.68. (LDP provision 13)

However, the status of these key development standards in the LDP remains the same as the Burswood Lakes Structure, with decision makers only required to give “due regard” to the provisions as part of the assessment of development plans.

Vehicle access

As depicted in the legend of the LDP, vehicle access is not permitted from Victoria Park Drive to any of the 17 proposed lots. This is due to the difference in ground levels between the subject lots and the street level, and to maintain traffic flow on Victoria Park Drive. Vehicle access will instead be via Bow River Crescent.

Fencing

Uniform street fencing along Victoria Park Drive is to be installed by the developer. As per provision 19 of the LDP, once constructed the established uniform fencing is to remain, with the exception of maintenance and repairs. Where maintenance or repairs are proposed to the street fence, the same materials as the original fencing are to be used.

Noise

The subject lots are in proximity to the noise sources of Perth – Armadale railway line, Graham Farmer Freeway and Perth Stadium. As a result, the potential impact on the proposed residences from these noise sources requires consideration.

State Planning Policy 5.4: Road and Rail Transport Noise and Freight Considerations in Land Use Planning (SPP5.4) sets out acceptable standards to minimise the adverse impacts of road and rail noise on noise-sensitive land uses, such as residential development.

In response, the applicant has submitted a Transportation Noise Assessment prepared by acoustic consultants, Lloyd George Acoustics. The noise assessment recommends minimum construction specifications at Table 5-1 and an additional outdoor living area for Lot 184 to satisfy the requirements of SPP5.4.

The Town's Environmental Health Officers have reviewed the submitted Transportation Noise Assessment, and concur with its methodology and findings.

Pursuant to the Transportation Noise Assessment's recommendations which require minimum construction specifications for the development to meet the requirements of SPP5.4, the LDP includes the following provision under the heading of 'noise management', which also allows the flexibility for the applicant to submit an alternate Transportation Noise Assessment for approval, should different designs or noise mitigation measures be proposed:

Development shall comply with the noise attenuation measures identified in the "Transportation Noise Assessment" (ref number: 18014274, dated 7 Feb 2018) prepared by Lloyd George Acoustics, or alternatively, a separate "Transportation Noise Assessment" prepared by suitably qualified acoustic consultant and approved by the Town, demonstrating compliance with State Planning Policy 5.4: Road and Rail Transport Noise and Freight Considerations in Land Use Planning.

Ensuring that the dwellings are constructed in accordance with the recommended noise attenuation measures as per the abovementioned LDP provision could normally be enforced by way of a condition of development approval. However, as the proposed dwellings may be exempt from requiring development approval, there is a risk that the dwellings could be constructed without the recommended noise attenuation measures, and there would not be ability for Council to enforce this. While this risk may be low, it is recommended that the LDP is approved subject to a caveat or a suitable alternate legal mechanism requiring construction of the dwellings to comply with an approved Transportation Noise Assessment.

Condition 14 of the WAPC's subdivision approval requires a notification to be registered on the Certificate of Titles of the proposed lots. The notification is to advise landowners and prospective purchasers that the property is currently affected or may in the future be affected by transport and entertainment noise, and reads as follows:

14. *A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of titles of the proposed lot(s). Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:*

“The lots are situated in the vicinity of a transport corridor and entertainment uses and is currently affected, or may in the future be affected by noise and these activities”. (Local Government)

While the abovementioned notification in relation to noise impact will be registered on the Certificate of Titles of the proposed lots, it serves as an advice note only. This differs from a caveat or suitable alternate legal mechanism, which is an enforceable instrument, requiring the developer to be responsible for constructing the development as per the minimum specifications outlined in an approved Transportation Noise Assessment.

CONCLUSION:

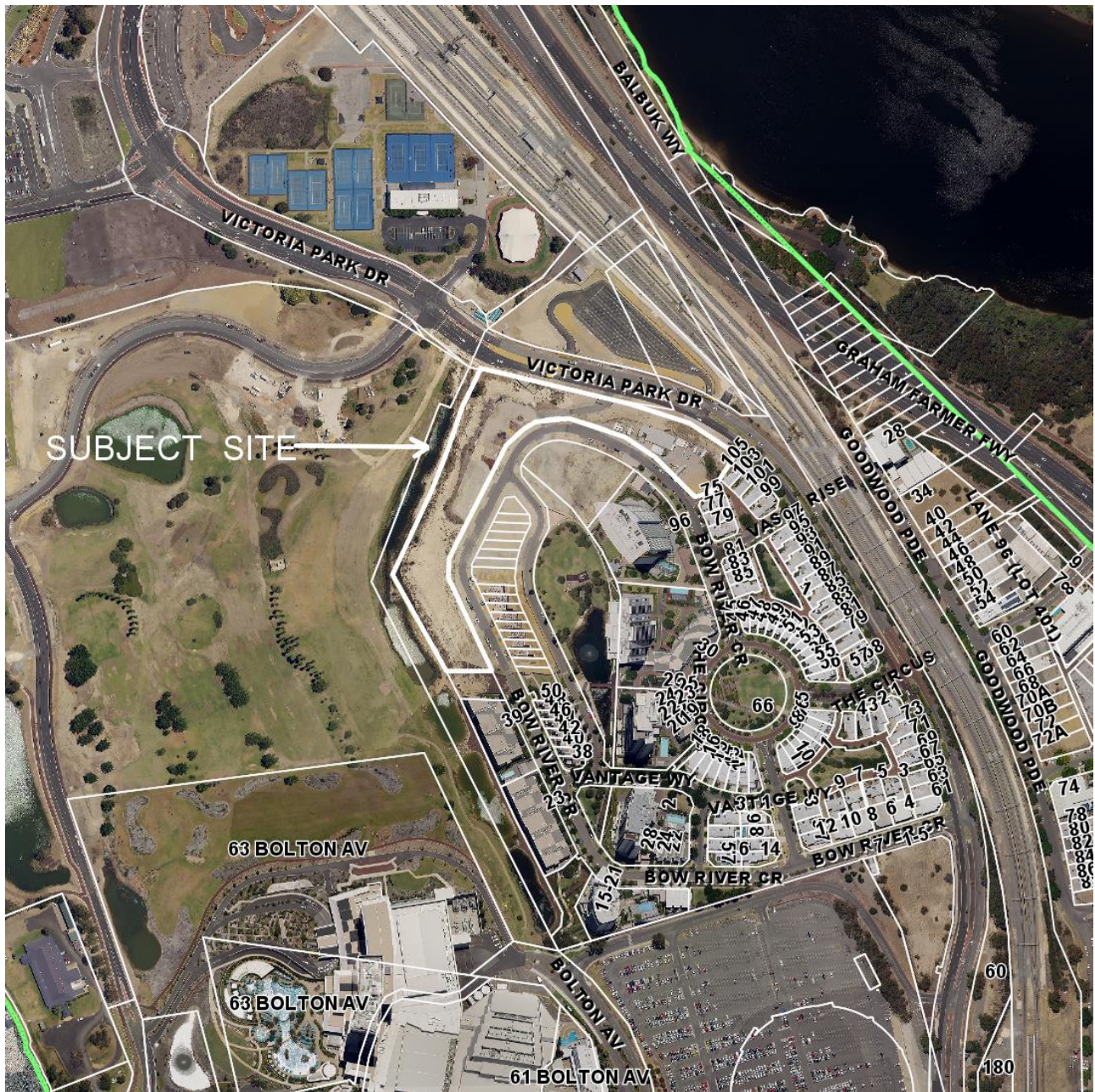
The application is for a LDP to guide the future development of 17 lots within The Peninsula Estate, Burswood.

The LDP has been prepared to satisfy condition 11 of subdivision approval granted by the Western Australian Planning Commission (WAPC).

Council Officers recommend that Council approves proposed Local Development Plan No.1, subject to a caveat or a suitable alternate legal mechanism being registered on the Certificate of Titles, requiring construction compliance with the recommendations of an approved Transportation Noise Assessment.

RECOMMENDATION/S:

1. **Council resolves, pursuant to Schedule 2, Part 6, clause 52 (1) (a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, to approve the proposed Local Development Plan No.1 for a portion of Lot 9506 Victoria Park Drive, Burswood (proposed Lots 169 -185), subject to the following:**
 - 1.1 **A caveat or a suitable alternate legal mechanism (as agreed by the Town) being registered on the Certificate of Titles of each proposed lot, requiring:**
 - (i) **The construction of each dwelling is to incorporate noise attenuation measures in accordance with the recommendations of a Transportation Noise Assessment, approved by the Town; and**
 - (ii) **Prior to occupation of the dwellings, the developer is to submit a statement of compliance and ‘as constructed’ documentation confirming the implementation of the minimum construction standards specified in the approved Transportation Noise Assessment.**
 - 1.2 **The Local Development Plan text to be modified at provision 16(b) to apply to all lots (proposed Lots 169 – 185).**
2. **Publish the adopted Local Development Plan on the Town’s website in accordance with Schedule 2, Part 6, clause 55 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**
3. **Those persons who lodged a submission regarding the application be advised of Council’s decision.**



11.3 No. 94 (Lot 446) Rutland Avenue, Lathlain – Amendment to Development Approval for Demolition and Construction of Six (6) Multiple Dwellings – Section 31 reconsideration

File Reference:	PR5349
Appendices:	No
Attachments:	No
Landowner:	New-J Pty Ltd
Applicant:	W. Baston (New-J Pty Ltd)
Application Date:	07 November 2017
DA/BA or WAPC Ref:	5.2017.902.1
MRS Zoning:	Urban
TPS Zoning:	Residential R40/60
TPS Precinct:	Precinct P7 'Lathlain Precinct'
Use Class:	Multiple Dwellings
Use Permissibility:	'P' (permitted) use

Date:	28 March 2018
Reporting Officer:	J. Algeri (Planning Consultant - Altus Planning)
Responsible Officer:	R. Cruickshank
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Approval subject to conditions

- The Proposal was refused by Council at its meeting on 17 January 2018 with one reason citing non-compliance with the plot ratio and boundary setbacks.
- The Applicant lodged an application for review with the State Administrative Tribunal ('SAT' or 'Tribunal') that resulted in a mediation session being held on 20 February 2018.
- SAT has invited Council to reconsider its original decision.
- The applicant has submitted an amended plan with additional proposed landscaping.
- Recommended for approval subject to conditions.

TABLED ITEMS:

- Covering letter with a complete set of development plans that incorporate amended landscaping plan and new street perspectives dated 23 February 2018.

BACKGROUND:

- 17 December 2015 Development approval was issued by Council Officers under delegated authority for the construction of six (6) Multiple Dwellings on the subject site.
- 7 November 2017 Development Application for amendment to development lodged with the Town.
- 17 January 2018 Matter considered and refused at Special Council Meeting.
- 25 January 2018 The Applicant lodged an application for review with the SAT.
- 20 February 2018 Mediation held at the SAT.
- 23 February 2018 In response to the orders made by the SAT, the Applicant provides an amended landscaping plan and street perspectives of the proposal.

1 March 2018	In response to the orders made by the SAT, a draft without prejudice set of conditions were provided to the Applicant and filed with the Tribunal.
3 March 2018	In response to the orders made by the SAT, the Applicant advises that it does not object to the without prejudice draft conditions.

DETAILS:

The site has a land area of approximately 610m² and is located at No. 94 (Lot 446) Rutland Avenue, Lathlain ('the subject land').

In relation to the surrounding context, the majority of properties along Rutland Avenue are residential dwellings of varying lot sizes. Directly opposite to the subject land is the railway line which runs parallel to Rutland Avenue.

2015 Approved Development

A development was previously approved by Council for the subject land on 17 December 2015. The approved development consisted of three (3) two (2) bedroom x two (2) bathroom dwellings and three (3) two (2) bedroom x one (1) bathroom dwellings. Two (2) dwellings were proposed to be located on the ground level, with four (4) dwellings being located on the upper level. A communal central vehicle and pedestrian access way provides entry to all of the dwellings and access to six (6) residential parking bays located to the rear of the site. Two (2) visitor parking bays are located at the front of the property.

After considering the merits of the proposed development and assessing objections received from surrounding landowners, Council Officers were satisfied that the development met the relevant Performance Criteria of the R-Codes and the application was approved under delegated authority on 17 December 2015. A condition of the approval included that the development is to substantially commence within two (2) years i.e. by 17 December 2017.

The approved development did not substantially commence by 17 December 2017, nor have any works been undertaken on-site to date.

Current Application

An amendment to the development approval was received by the Town on 7 November 2017, requesting a time extension for a further two (2) year period, and approval for modifications to the development.

The amended proposal is largely consistent with the initial approved development. The amendments to the approved development includes the following:

- Four (4), 2 x 2 dwellings and two (2) 2 x 1 dwellings proposed;
- Waste bin storage area was relocated to the rear of the property;
- Car parking bays were reallocated to have three (3) bays on each side;
- Ground floor dwelling courtyards were relocated to provide separation to balconies of upper floor dwellings;
- Store 2 was moved to the rear of the property;
- Additional soakwells were proposed (total of 4);

- Wet areas were arranged to be adjacent to each other;
- Access gate to be one vehicle gate and one pedestrian entry gate;
- Floor plans slightly modified including additional bathroom to Unit 5 and three (3) bathrooms being modified in floor areas;
- Separation of ground floor bedrooms to driveway and access areas;
- Brickwork to front elevation and finishes modified;
- Reduced front setback; and
- Some modified setbacks to side boundaries.

The Applicant stated that *“Overall, a superior design and more balanced proportions to the site and its location is proposed by the amendment application.”*

As a result of the SAT mediation process, the Applicant has now provided a far more detailed landscaping plan that aids in increasing tree canopy and landscaping to the Rutland Avenue frontage. This in turn also ameliorates some of the building bulk to the streetscape.

The Applicant is also agreeable to a revised set of conditions, should the application now be approved by Council, although at the time of writing this report the comments of the applicant were being sought in relation to revised wording for condition 1.13. In purpose and scope, the conditions are similar to those imposed by the Town in 2015, they have merely been modified and updated for clarity and application to this particular proposal.

Legal Compliance:

State Administrative Tribunal – Section 31 of *State Administrative Tribunal Act 2004*, states;

1. 1.1.1.1 31. *Tribunal may invite decision-maker to reconsider decision*
- (1) *At any stage of a proceeding for the review of a reviewable decision, the Tribunal may invite the decision-maker to reconsider the decision.*
 - (2) *Upon being invited by the Tribunal to reconsider the reviewable decision, the decision-maker may —*
 - (a) *affirm the decision; or*
 - (b) *vary the decision; or*
 - (c) *set aside the decision and substitute its new decision.*
 - (3) *If the decision-maker varies the decision or sets it aside and substitutes a new decision, unless the proceeding for a review is withdrawn it is taken to be for the review of the decision as varied or the substituted decision.*

Should Council resolve to reaffirm its decision to refuse the application, or approve the application with additional or modified conditions that are unsatisfactory to the applicant, the matter has been listed by the SAT for a further Directions Hearing.

Relevant General Provisions of Town Planning Scheme No. 1

In assessing and determining this application, Council is to have regard to the following general provisions of the Scheme:

- Clause 67 'Matters to be considered by local government' of the *Planning and Development (Local Planning Schemes) Regulations 2015* ('the Regulations');
- Clause 68 'Determination of Applications' of the Regulations;
- Clause 77 'Amending or cancelling development approval' of the Regulations; and
- Statement of Intent contained in Precinct Plan P7 'Lathlain Precinct'.

Compliance with Development Requirements

- Town Planning Scheme No. 1 Scheme Text and Precinct Plan P7;
- Residential Design Codes (R Codes);
- Local Planning Policy – Streetscape (LPPS); and
- Local Planning Policy – Boundary Walls.

The following is a summary of compliance with key development requirements:

Item	Relevant Provision	Requirement	Proposed	Compliance
Plot Ratio	Precinct Plan P7	Maximum 0.6	0.63 (no change to approved development)	Doesn't satisfy deemed-to-comply standard. Requires Design Principles assessment.
Building Height	Precinct Plan P7	Three (3) storeys, 7.5m permitted	Two (2) storeys, 5.59m proposed	Satisfies deemed-to-comply standard.
Primary Street Setback (Rutland Avenue)	LPPS	3m minimum	2.3m minimum to Unit 2 ground floor Alfresco	Doesn't satisfy deemed-to-comply standard. Requires Design Principles assessment.
		6m average	Approximately 6.7m average	Satisfies deemed-to-comply standard.

Landscaping	LPPS	Minimum 50% (47m ²) of front setback area being landscaped	46.5% Approx. 43.7m ²	Doesn't satisfy deemed-to-comply standard. Requires Design Principles assessment.
Boundary Setbacks	R-Codes Clause 6.1.4	In accordance with Table 2a/2b	<ul style="list-style-type: none"> • Ground Floor Unit 1 Alfresco to Ensuite wall - 1.5m setback required to the eastern boundary, 1.237m setback proposed; • Ground Floor Unit 2 Alfresco to ensuite wall - 1.5m setback to the western boundary required; 1.2m proposed. • Unit 5 parking to Store 2 wall to northern rear boundary - 1.5m setback required, 1.258m minimum proposed (note: previously approved 0.95m setback to this wall. • All other setbacks to the ground floor and upper floor development being compliant. 	Doesn't satisfy deemed-to-comply standard. Requires Design Principles assessment.

Open Space	R-Codes Clause 6.1.5	In accordance with Table 4 – minimum 45% (274.5m ²)	Approximately 309.5m ² (49.4%) open space	Satisfies deemed-to- comply standard.
Street Surveillance	R-Codes Clause 6.2.1	Clearly definable entry points visible and accessed from the street. The building has habitable room windows or balconies that face the street.	<ul style="list-style-type: none"> • Ground floor Units 1 & 2 – Bed 2 & Living Rooms with surveillance to street; • 1st Floor Units 3 & 4 - Bed 2 & Living Rooms with surveillance to street; • Units 5 & 6 with surveillance to approach from Living Room through balcony. (no change to approved plans) 	Satisfies deemed-to- comply standard.
Outdoor Living Areas	R-Codes Clause 6.3.1	Each unit is to be provided with at least one balcony or equivalent with a minimum area of 10m ² and a minimum dimension of 2.4m	Unit 1 – 14.7m ² courtyard (min. 2.5m) Unit 2 – 28m ² courtyard (min. 2.5m) Unit 3 – 13.8m ² balcony (min. 2.9m) Unit 4 – 15m ² balcony (min 2.9m) Unit 5 – 11.1m ² balcony (min.3.2m) Unit 6 – 14.4m ² balcony (min. 3.8m)	Satisfies deemed-to- comply standard.
Parking	R-Codes Clause 6.3.3	Residential: Less than 110m ² and/or 1 or 2 bedrooms: 6 bays required	Residential – 6 bays provided	

		<p>Visitors: Visitor car parking spaces (per dwelling) 0.25 bays x 6 dwellings 1.5 (2) visitor bays required</p> <p>1 bicycle space to each 3 dwellings: 2 bike bays required</p>	<p>2 visitor bays provided.</p> <p>2 x 2 bike bays (4 bays) under stairwells)</p>	Satisfies deemed-to-comply standard.
Vehicular Access	R-Codes Clause 6.3.5	To be taken from Rutland Avenue with two way access way required (i.e. 5.5m width)	Access from Rutland Avenue – with single 4m wide access way (no change to approved plans	Doesn't satisfy deemed-to-comply standard. Requires Design Principles assessment.
Visual Privacy	R-Codes Clause 6.4.1	7.5m minimum setback to outdoor active habitable spaces (balconies); 6.0m minimum setback to major openings to habitable rooms other than bedrooms and studies; 4.5m minimum setback from bedrooms and studies	Upper floor Unit 3 Living Room window on front elevation to eastern boundary - 6m cone of vision setback required; 3.3m setback proposed. All other openings are compliant.	Doesn't satisfy deemed-to-comply standard. Requires Design Principles assessment.
Solar Access	R-Codes Clause 6.4.2	On adjoining properties coded R30 to R40 inclusive – Maximum 35 per cent overshadowing of the site area (293m ²)	Overshadowing of 37.68m ² (4.49%), which has been reduced from the previous approval being 50.326m ² or (6%)	Satisfies deemed-to-comply standard.

External Fixtures	R-Codes 6.4.5	Location of external fixtures including but not limited to air conditioning units, clothes drying areas, tv aerials, services not being visible from any streets, and not be visually obtrusive.	Air conditioning not visible from the street but proposed to be located to the eastern and western sides of the building. Notwithstanding proposed screening, considered to be visually obtrusive.	Doesn't satisfy deemed-to-comply standard. Requires Design Principles assessment.
Boundary Walls	LPP-Boundary Walls	<p><u>Height</u></p> <ul style="list-style-type: none"> Maximum 3.5m; Average not to exceed 3.0m. <p><u>Length</u></p> <ul style="list-style-type: none"> Up to $\frac{2}{3}$ length of boundary behind front setback line 	<ul style="list-style-type: none"> 2.7m maximum and 2.25m average height; 6.2m length proposed to the northern rear boundary, (13.4m length permitted) 2.94m maximum and average height; 11.8m length proposed on eastern side boundary (19.34m length permitted) 	Satisfies deemed-to-comply standard.

Submissions:Community Consultation:

In accordance with Council's Local Planning Policy 37 – 'Community Consultation on Planning Proposals', the variations forming part of the amendment application were consulted with adjoining owners/occupiers for a period of 14 days. The consultation period commenced on 28 November 2017 and concluded on 14 December 2017.

Three (3) submissions were received during the consultation period, with one (1) of those submissions also including a standard letter signed by five (5) separate parties. The public submissions are summarised and commented upon in the Special Council Meeting report of 17 January 2018.

Policy Implications:

Nil

Risk Management Considerations:

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Should Council resolve to reaffirm its decision to refuse the application, or approve the application with additional or modified conditions that are unsatisfactory to the applicant, the matter has been listed by the SAT for a further Directions Hearing, which is likely to lead to a Full Hearing. It is estimated that the Town would incur a cost of approximately \$7000 - \$10,000 if the matter proceeds to a Full Hearing.	Moderate	Likely	High	Ensure that Council is provided with information to make a sound decision based upon relevant planning considerations including the Scheme and applicable Local Planning Policies.

Strategic Plan Implications:

Environment:

EN1 – Land use planning that puts people first in Urban Design, allows for different housing options for people with different housing needs and enhances the Town's character.

EN7 – Increased Vegetation and Tree Canopy

Sustainability Assessment:External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENTS:

The previous 2015 development application for the subject site was approved by Council Officers after having considered the merits of the proposed development and the concerns of adjoining property owners. It was concluded that the development would not have any adverse impacts on the amenity and locality of the surrounding area or adjoining properties.

While the current proposed development is largely consistent with the initial approved development, there are amendments to the approved development which were outlined previously in the Special Council Meeting report of 17 January 2018. Further to this, the application seeks a time extension to the existing development approval and modifications to the approved plans which the Applicant states *“has a superior design and more balanced proportions to the site and its location”*.

In considering this application to amend the approval, the relevant considerations are addressed as follows:

Time Extension

In accordance with the Regulations, an application to extend the validity of an approval can be made either prior to or after an approval has expired. As the planning consultant advising the Town, my advice on this issue is consistent with that previously provided by Council officers. Specifically, the Council is bound to receive and assess an application for a time extension, regardless of when the approval expired and whether the development has substantially commenced.

There are SAT decisions that have established the following principles as matters that the decision-maker should have regard to when assessing applications seeking a time extension:

- Whether the planning framework has substantially changed since the development approval was granted;
- Whether the development would likely receive approval now; and
- Whether the Applicant has actively and relatively pursued the implementation of the development approval.

There have been no relevant changes implemented to the R-Codes, Town Planning Scheme No. 1 or Local Planning Policies since the application was approved in December 2015. Therefore, the same development would likely be recommended for approval today.

I have been made aware and have perused the Town’s approved Strategic Community Plan and have made the observation that it is a corporate document rather than a planning policy per se. In addition, I am aware that the Urban Forest Strategy has been commissioned but

it is still under development in draft form and is not yet subject to community consultation. Until these documents are recognised and reflected in updates to the Town's scheme and/or planning policies, little to no weight can be afforded to their aspirations and objectives.

The Applicant has provided to Council Officers information that the owners have undertaken activities to actively pursue the implementation of the development approval as listed below:

1. Negotiation of Building Contract with former builder, Aveling Homes;
2. Negotiated finance with bank for pre-sale conditional finance offer (requirement to pre-sell two units);
3. Appointment of selling agent to secure presale of two units;
4. Market downturn impacted ability to pre-sell unbuilt units;
5. Liaisons with loan brokers to establish building loan without preselling commitments;
6. Review of build cost by external building surveyor;
7. Change builder to Inspired Homes;
8. Finance being now offered by financial institute; and
9. Extension to development approval timeframe being sought and change concept plan in line with new Builder improved layout.

These considerations were discussed further in mediation and there is no basis as to why this information should not be accepted at face value.

I support the view of Council Officers who are satisfied that the application passes the above assessment criteria for the requested time extension based on the above information.

Furthermore, I can see no basis as to why anything less than the requested two (2) year time extension not be granted. As per a recent SAT decision in *Kapila and City of Stirling [2016] WASAT 59*, such an extension can only be declined where "*the planning framework has changed substantially since the development approval was granted*". In this instance the planning framework remains identical. Therefore the requested two (2) year time extension is supported.

In relation to the specific variations proposed to development standards, the following assessment is provided.

Plot Ratio

In supporting a 0.63 plot ratio (in lieu of 0.6) as part of the December 2015 development approval, Council Officers were satisfied that the development met the relevant Design Principles of the R-Codes relating to building bulk, noting compliance with the maximum number of storeys and side setbacks plus the fact that there were comparable plot ratio variations that had recently been approved in the locality.

In considering the plot ratio variation further in this instance, I reaffirm the comments made by the Town's officers in respect to the following:

- The development is compliant with the height limit as prescribed by the Precinct Plan and therefore does not result in undue height on the site.
- The amenities for the future occupants, including the outdoor living areas ensure a high standard of amenity for future residents.
- The proposed development is positioned on the lot, having regard for the building footprint positioning and orientation so that it minimises any potential overshadowing or direct impact of bulk onto adjoining properties and their outdoor living spaces.

- The development proposes alternative materials and colours throughout the façade, which provides visual interest and reduces the impact of the additional bulk on adjoining properties and the streetscape.
- The site is located adjacent to other Multiple Dwelling buildings on Rutland Avenue (84 Rutland Avenue and 1 Bishopsgate Street, which also fronts Rutland Avenue) making a positive contribution and providing additional housing type in the vicinity and improving the streetscape.
- It is considered that the relevant design principles of the R-Codes is satisfied by the development, as the building is of a bulk and scale indicated in the local planning framework (i.e. high density; maximum 3 storeys) and is consistent with the wider locality and desired built form.
- The additional plot ratio equates to 23m². A reduction in the plot ratio by 23m² would be difficult to visually perceive and would compromise the liveability of the units.

The last point is particularly significant; my experience with previous SAT determinations is that if the difference in plot ratio will not be obviously discernible, it does not form an automatic basis for refusal.

Primary Street Setback

The proposed amendments include a variation to Council's Local Planning Policy – Streetscape (LPPS) with regard to the 2.3 metre minimum setback to the ground floor Alfresco of Unit 1, this is in lieu of a 3.0metre minimum setback required to the Rutland Avenue frontage.

Notwithstanding that the Town's officers have previously mentioned other examples where Council has given approval to developments where the primary street setback has been in lieu of the 3.0metre minimum, the most important consideration is that the frontage to the subject site is angled. In combination with an improvement to landscaping in the front setback area, it is considered that the reduced primary setback of 2.3 metres will not have an adverse impact on the existing street setback pattern of Rutland Avenue and is considered to meet the relevant R-Code Design Principles.

Boundary Setback

The current plans include proposed amendments of boundary setback variations to the eastern and western sides and northern (rear) boundaries, all including ground floor portions of wall.

The application proposes a rear boundary setback of 1.258 metres in lieu of 1.5 metre setback required (this was previous 0.95 metre minimum setback in the 2015 approval), a 1.2 metre setback of the development to the western boundary is in common with 92 Rutland Avenue, in lieu of 1.5 metre setback required for the ground floor wall and a 1.237 metre setback to the development to the eastern boundary in common with 96 Rutland Avenue, in lieu of 1.5 metre setback required is to the ground floor wall.

As per the Town's officer's previous advice, all the reduced setbacks relate to the ground floor, as the upper floor over (at the same setback) comply. If the ground floor setbacks were to be made compliant this would be of little benefit as any issues of building bulk, shadowing or the like would be caused by the upper floors.

The proposed setbacks meet the relevant R-Codes design principles and are therefore supported.

Visual Privacy

The amendments to the development include the variation of an approximately 3.3 metre visual privacy setback from the upper floor Living Room window of Unit 3 to the eastern boundary in common with 96 Rutland Avenue, in lieu of a minimum of 6.0 metres.

It is emphasised that the subject major opening is located on the southern face of the dwelling and the 45-degree cone-of-vision from this window would largely be to the streetscape and to the single storey garage roof and bike store on 96 Rutland Avenue.

While the submitters concern is that this window would overlook a courtyard and outdoor shower, I agree with the Officer determination that based upon a 45-degree cone-of-vision (as per the R-Codes), neither the courtyard nor outdoor shower will be overlooked.

Accordingly, I agree that this variation can be supported on the basis that it is not detrimental to the adjoining property.

External Fixtures

In accordance with the R-Codes, the location of external fixtures including but not limited to air conditioning units, clothes drying areas, TV aerials, services are not to be visible from any street, and are to be integrated and designed to not be visually obtrusive.

While submitters have raised concern in relation to the proposed location of the air conditioning units on the upper floor being located to the side boundaries and their visual and noise impact, the applicant has proposed to screen the upper floor air conditioning units.

The Applicant has advised that he is agreeable to a condition that will require any proposed air conditioning units shown at the first floor level to be installed at a location that cannot be viewed from the adjoining properties.

In terms of noise, the operation of the units will need to comply with the requirements of the relevant Noise Regulations and this is not enforceable through any planning legislation.

Landscaping

The area of the development that can be landscaped remains broadly consistent with the approved 2015 application and that lodged in 2017. However, the latest landscaping plan has more detail including all species of plants and shrubs plus the 4 x *Callistemon Viminalis* trees (2 in the front setback and 2 in in the verge area) which help create more interest and that the Applicant submits compensate for the minor variation to the standard for a minimum 50% of soft landscaping within the front setback area.

Upon maturity the canopies of the trees will assist in ameliorating some of the building bulk to the streetscape.

The Applicant has also sought comments from the Town's officers to ensure that these street trees are in keeping with the Town's requirements and that the verge treatment complies with the Town of Victoria Park 'Street Verge Guidelines October 2017'.

This added landscaping in the verge will now be more consistent with that of the adjoining grouped dwelling development property at 96 Rutland Avenue and the former stormwater drain which is now the Victoria Park Community Garden site at 98 Rutland Avenue to the south.

CONCLUSION:

The proposed development is largely consistent with the approved development of 17 December 2015.

As outlined in this report, the proposed variations are supported having regard to the impact of the variations on the streetscape and adjoining properties, and noting the nature of the surrounding developments, and considering the variations against the relevant Design Principles of the R-Codes.

In the report to the Special Council Meeting on 17 January 2018, Council Officers commented that they had considered the concerns raised by adjoining property owners and deemed that the development would not result in any adverse impacts on the surrounding locality. I concur with the Officer's assessment and recommendation.

Until there are significant changes to the applicable planning framework such as the implementation of Design WA at state level or even the implementation of the Town's Urban Forest Strategy and the aspirations of the Strategic Community Plan being reflected in the local planning framework, the proposed development is considered compliant.

It is for this same reason that the application passes the criteria for a time extension and therefore this can also be supported.

Apart from improvements in the landscaping plan, the SAT mediation also provided an opportunity for appropriate conditions to be discussed which can be imposed to manage any resulting amenity impacts from the development. It is noted that some of the proposed variations have remained unchanged from those approved in 2015. Given there has been no relevant changes to the planning framework, it would be unreasonable for Council to no longer support these variations, and if this were to occur, there would be difficulty in defending such a decision should the applicant proceed to a final hearing at the SAT.

In view of the above, and pursuant to Section 31 of the *State Administrative Tribunal Act*, it is recommended that Council vary its decision of 17 January 2018 and now approve the application subject to conditions.

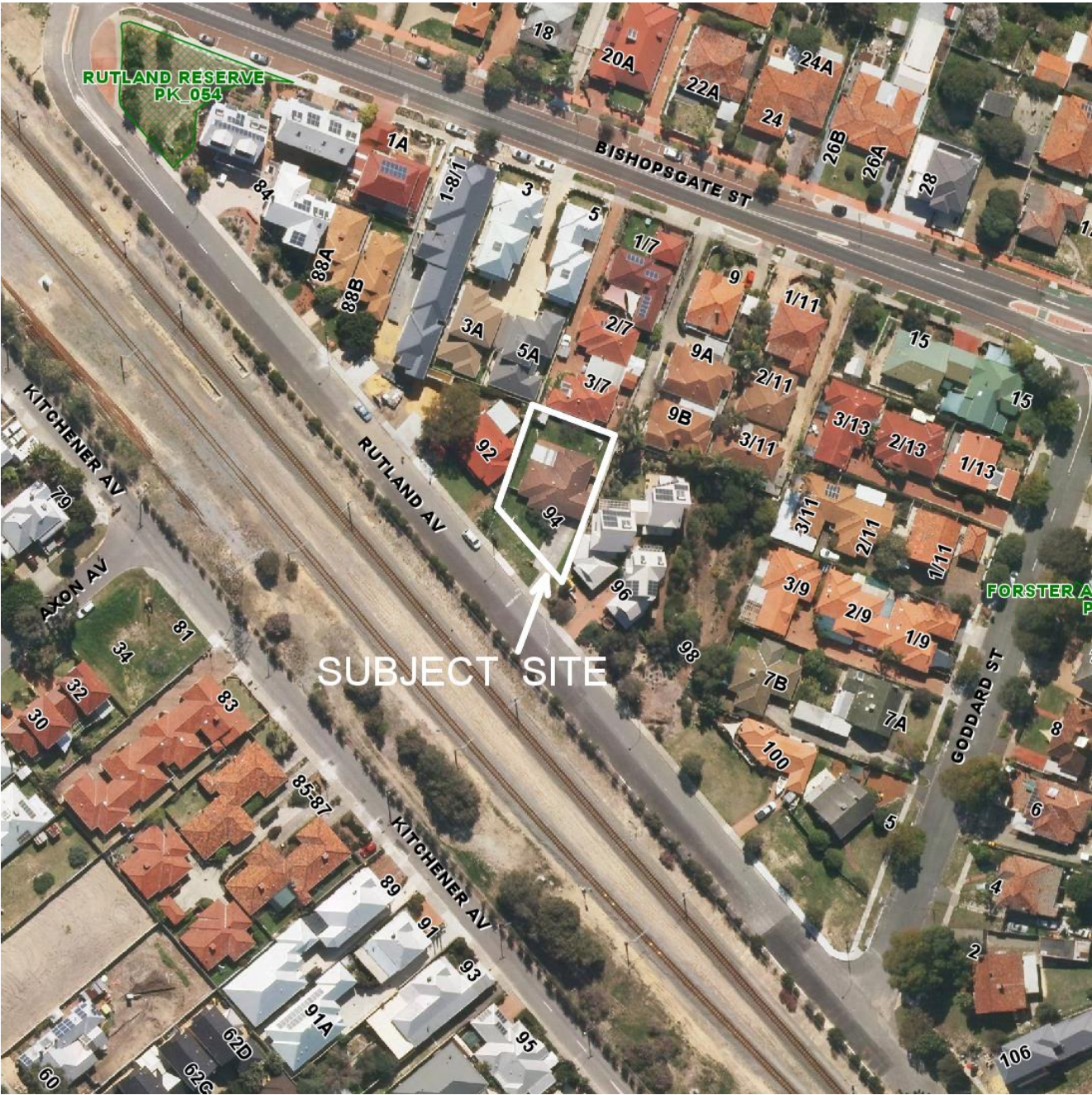
RECOMMENDATION/S:

1. In accordance with the provisions of the Town of Victoria Park Town Planning Scheme No. 1 and the Metropolitan Region Scheme, the application submitted by W Baston on behalf of New-J Pty Ltd (DA Ref: 5.2017.902.1) for Amendment to Development Approval for Demolition and Construction of Six (6) Multiple Dwellings at 94 (Lot 446) Rutland Avenue, Lathlain as indicated on the revised plans received 23 February 2018 be Approved subject to the following conditions:

- 1.1 This approval is valid until 10 April 2020 only. If development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing the development.

- 1.2 Complete details of the proposed external colours, finishes and materials to be used in the construction of the buildings are to be provided to the satisfaction of the Manager Development Services prior to the submission of an application for a building permit. The development shall be constructed in accordance with the approved details and shall be thereafter maintained.**
- 1.3 The surface of the boundary walls on the common boundary with 96 Rutland Avenue, are to be finished as shown on the Elevation Plan, unless otherwise approved by the Manager Development Services.**
- 1.4 The pickets of the approved fencing to be spaced a gap of at least the width of the picket.**
- 1.5 Landscaping is to be installed in accordance with the Landscaping Plan dated 23 February 2018, prior to occupation of the building(s) or strata titling, whichever occurs first and subsequently maintained to the satisfaction of the Manager Development Services.**
- 1.6 All driveways and car parking bays to be constructed of brick paving, liquid limestone, exposed aggregate or any alternative material approved by the Manager Development Services.**
- 1.7 The visitor car bays shall be line-marked for the exclusive use of visitors prior to the first occupation of the development to the satisfaction of the Manager Development Services.**
- 1.8 Existing crossovers that are not used as part of the development or redevelopment shall be removed and the verge, kerbing and footpath (where relevant) shall be reinstated prior to occupation of the new development or strata-titling of the properties, whichever occurs first, to the satisfaction of the Manager Development Services.**
- 1.9 Pedestrian paths within the development to be delineated through the use of a different paving treatment/colour to the satisfaction of the Manager Development Services.**
- 1.10 The proposed air conditioning units shown for installation at the first floor level, are to be installed at a location that cannot be viewed from the adjoining properties to the satisfaction of the Manager Development Services.**
- 1.11 Any external clothes drying facilities provided shall be screened from view from the street or any other public place.**
- 1.12 All building works to be carried out under this development approval are required to be contained within the boundaries of the subject lot.**

- 1.13 The new dwellings are to be constructed to comply with the quiet house design requirements as per Table 6.3 of State Planning Policy 5.4 'Road and Rail Transport Noise Considerations in Land Use Planning'. Details of compliance are to be provided prior to the submission of an application for a building permit, and prior to the issuing of an occupancy permit.**
- 1.14 External fixtures, including but not restricted to air -conditioning units, satellite dishes and non- standard television aerials, but excluding solar collectors, are to be located such that they are not visible from the primary street, secondary street or right- of- way.**
- 2. Those persons who lodged a submission regarding the application be advised of Council's decision.**
- 3. The State Administrative Tribunal be advised of Council's decision.**



11.4 Petition Relating to Development Application for Convenience Store, Fast Food Outlet and Signage at 232 (Lot 310) Orrong Road, Carlisle

File Reference:	PR19788
Appendices:	No
MRS Zoning:	Urban
TPS Zoning:	Local Centre
TPS Precincts:	Precinct P8 'Carlisle'

Date:	23 March 2018
Reporting Officer:	R. Cruickshank
Responsible Officer:	R. Cruickshank
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – That the petition objecting to the development application for a Convenience Store, Fast Food Outlet and Signage at 232 Orrong Road be received and be noted in the Town's Responsible Authority Report submitted to the Metropolitan Central Joint Development Assessment Panel (JDAP).

- A petition containing over 3,000 signatures has been received which objects to the development application for the subject site.
- Council Officers are preparing a Responsible Authority Report (RAR) pertaining to the proposed development, for submission to the JDAP. The report will include commentary on the outcomes of the further community consultation that has occurred.
- It is recommended that the Town's RAR include specific reference to the receipt of the petition for the information of the JDAP members.

TABLED ITEMS:

- Petition received by Council's administration objecting to the development application.

BACKGROUND:

A development application for the redevelopment of the site with a Convenience Store, Fast Food Outlet and Signage was refused by the JDAP in May 2017, and attracted significant public objection.

DETAILS:

Following refusal of the abovementioned development application, the applicant subsequently lodged an application for review with the State Administrative Tribunal (SAT). In view of the applicant preparing amended plans and further technical reports and information in support of the development, the SAT has ordered the JDAP to reconsider its decision.

The Town has undertaken further community consultation on the revised proposal, and Council Officers are preparing a RAR for submission to the JDAP for its reconsideration of the application.

At the Ordinary Council Meeting on 13 March 2018, the Council formally received a petition containing over 3000 signatories, stating the following:

“We the undersigned residents are opposed to the revised application to allow the IGA supermarket located at 232 Orrong Road, Carlisle 6101 (Cnr Archer Street) to be replaced with a service station with convenience store and a fast food outlet.”

Legal Compliance:

Council’s Elected Members are required to formally acknowledge and resolve how they will consider the receipt of any petition received from residents or land owners within the Town at their forthcoming Ordinary Meeting.

Policy Implications:

Nil

Risk Management Considerations:

Nil

Strategic Plan Implications:

Environment:

EN1 – Land use planning that puts people first in Urban Design, allows for different housing options for people with different housing needs and enhances the Town’s character.

Financial Implications:

Nil

Sustainability Assessment:

External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT:

Further community consultation has been undertaken in relation to the revised proposal, which has again attracted significant public objection, inclusive of the petition received.

Council Officers are finalising a RAR which will be submitted to the JDAP for its formal consideration. Within the report, Council Officers will include commentary on the outcomes of the further community consultation that has occurred. It is recommended that the Town’s RAR specifically note the receipt of the petition and the significant number of signatures, for the information of the JDAP members.

In accordance with Council's Local Planning Policy 37 'Community Consultation on Planning Proposals', the lead petitioner and all persons who lodged individual submissions will be advised of the details of the JDAP meeting at which the application will be determined, and the opportunity to attend and present at the meeting.

RECOMMENDATION/S:

- 1. That the petition objecting to the development application for a Convenience Store, Fast Food Outlet and Signage at 232 (Lot 310) Orrong Road, Carlisle be received by the Council.**
- 2. The Town's Responsible Authority Report that will be submitted to the Metropolitan Central Joint Development Assessment Panel, include specific reference to the receipt of the petition for the information of the JDAP members.**

12 CHIEF OPERATIONS OFFICER REPORTS

Reports from the Chief Operations Officer are under the Committee Report heading at Item 14.

13 CHIEF FINANCIAL OFFICER REPORTS

Reports from the Chief Financial Officer are under the Committee Report heading at Item 14.

14 COMMITTEE REPORTS

Finance and Audit Committee

14.1 Recommendation from the Finance and Audit Committee: Schedule of accounts for 28 February 2018

File Reference:	FIN/11/0001~09
Appendices:	Yes

Date:	27 March 2018
Reporting Officer:	A. Thampoe
Responsible Officer:	N. Cain
Voting Requirement:	Simple majority
Executive Summary: Recommendation - That the Finance and Audit Committee recommends that Council, acknowledges the schedule of accounts paid for the month ended 28 February 2018. <ul style="list-style-type: none"> The accounts paid for 28 February 2018 as included in the appendices. Direct lodgement of payroll payments to the personal bank accounts of employees are also included. 	

TABLED ITEMS:

Nil

BACKGROUND:

Council has delegated to the Chief Executive Officer the authority to make payments from the Municipal and Trust funds in accordance with the *Local Government (Financial Management) Regulations 1996*.

Under Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the Municipal fund or the Trust fund, each payment from the Municipal fund or the Trust fund is to be noted on a list compiled for each month showing:

- a) The payee's name;
- b) The amount of the payment;
- c) The date of the payment; and
- d) Sufficient information to identify the transaction.

That list should then be presented at the next Ordinary Meeting of the Council following the preparation of the list, and recorded in the minutes of the meeting at which it is presented.

DETAILS:

The list of accounts paid in accordance with *Regulation 13(1) of the Local Government (Financial Management) Regulations 1996* is contained within the Appendices, and is summarised as thus –

Fund	Reference	Amounts
Municipal Account		
Automatic Cheques Drawn	608284 - 608309	57,543
Creditors – EFT Payments		2,554,536
Payroll		1,021,173
Bank Fees		10,709
Corporate MasterCard		8,025
		3,651,986
Trust Account		
Automatic Cheques Drawn	3543 - 3549	12,546
		12,546

Legal Compliance:

Section 6.10 (d) of the Local Government Act 1995 refers, ie. -

6.10. Financial management regulations

Regulations may provide for —

- (d) the general management of, and the authorisation of payments out of —*
- (i) the municipal fund; and*
 - (ii) the trust fund,*
- of a local government.*

Regulation 13(1), (3) & (4) of the Local Government (Financial Management) Regulations 1996 refers, ie. -

13. Lists of Accounts

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
- (a) the payee's name;*
 - (b) the amount of the payment;*
 - (c) the date of the payment; and*
 - (d) sufficient information to identify the transaction.*
- (3) A list prepared under subregulation (1) is to be —*
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) recorded in the minutes of that meeting.*

Policy Implications:

Nil

Risk Management Considerations:

Three risks have been identified as outlined.

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Compliance: Council not accepting Schedule of Accounts	Moderate	Unlikely	Moderate	Provide reasoning and detailed explanations to Council to enable informed decision making.
Financial Impact: Misstatement or significant error in Schedule of Accounts	Major	Unlikely	Moderate	Daily and monthly reconciliations. Internal and external audits.
Financial Impact: Fraud and illegal acts	Catastrophic	Rare	Moderate	Stringent internal controls. Internal audits. Segregation of duties

Strategic Plan Implications:

CL6 – Finances are managed appropriately, sustainably and transparently for the benefit of the community.

CL 10 – Legislative responsibilities are resourced and managed appropriately, diligently and equitably.

Financial Implications:

Internal Budget:

Nil

Total Asset Management:

Nil

Sustainability Assessment:

External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT:

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures and it is therefore recommended that the Committee recommend to the Council to accept and confirm the payments, as included in the appendices.

In anticipation that the committee will ask questions about the schedule of accounts, please note that these questions and answers will be included in the appropriate Elected Members Briefing Session agenda and Ordinary Council Meeting agenda.

FURTHER COMMENT:

The members of the Finance and Audit Committee discussed the report at length, seeking further information on a number of payments made in February 2018. The following list represents the questions and answers associated with the request for further information:

- What were the City of Belmont paid money for?
This is a regular payment (although it varies month to month) being for 50% costs of maintenance and repairs to Goodwood Parade (Balbuk Way) ablution block, boat ramps and surrounding areas, and Orrong Road verge maintenance. This is an agreement with the City of Belmont that has been existence for some time.
- What did the donation given to Lift Church pay for?
This was a community donation for a Pop-Up Kids Carnival held in the Town on 24 March 2018.
- What was the payment to Veev Group in relation to?
The payment to Veev Group Pty Ltd is two-fold. The first part (~\$9,300) being part-payment for the Library Project Initiation Document that covers delivery of the following items; new library software, radio frequency identification of library stock (and related infrastructure), activation of the external area of the library and the operational review of library services. The second part (~\$4,300) is business analyst payments with regards to records management and the upgrading of the TRIM records management software.
- Why is there an increase in event/performance/activity payments in this schedule?
This is due to the majority of the Town's summer event series being during January and February.
- What is the criteria for CCTV grants and the security incentive scheme payments?
The Security Incentive Scheme is simply a direct rebate program where residents install security devices and the Town supports them by providing some funds back depending on the items. The CCTV Partnership Program requires more from the applicant, not only do they install the CCTV system on their property, they are required to maintain it and provide footage to WA Police upon request. The funds for the CCTV Partnership Program are higher than the Security Incentive Scheme due to this ongoing commitment required by the applicant. It is a partnership approach to CCTV in the Town, rather than a simple direct rebate.

- There were several seemingly identical payments weeks apart in this schedule paid to Beaver Tree Services, Cortex, Directions, DS Agencies and Express. Are they duplicates?

Beaver Tree Services – This is the same amount each month for tree watering. The January and February invoices were both paid in February.

Coretex Australia – These are monthly charges for tracking and rental. The January and February invoices were both paid in February.

Directions – This is for management of a trainee employed by the Town. The same hours were worked which created two payments of the same amount.

DS Agencies – This was for the supply of four plato bins. The first payment was for 50% then the remaining 50% was paid on completion. Both were in the same month so the amount appeared twice.

Express – This is paid every fortnight for those who have a novated lease. The amount is likely to be the same if no additional staff purchase through novated lease from one fortnight to another.

- What is the general criteria for sporting club donations?
The aim of the Community and Sporting Group Donation is to provide financial assistance for not-for-profit community organisations and service groups to develop or enhance the provision of recreation, sporting, community arts and cultural projects that align to community needs and priorities. Donations are assessed in accordance with the Town of Victoria Park FIN7, Donations – Financial Assistance. The general guidelines are as follows:

Policy FIN 7 recognises the following three categories listed below within Donations – Community Groups in which a donation can be sought:

Group A – Maximum Donation \$500

Located within or outside the Town and providing a service specifically dedicated to assisting residents of the Town.

Group B – Maximum Donation \$250

Located within the Town and providing a service to servicing the wider community, including residents of the Town. The service

Provides a benefit to the general community or to a specific sector of the community.

Group C – Maximum Donation \$150

Located outside the Town and providing a service dedicated to servicing the wider community, including residents of the Town.

The service provides a benefit to the general community or to a specific sector of the community.

- Are the following payments for staff development?
 - AFMA \$439
Annual subscription renewal for 2018/19 financial year.
 - Bond International \$3,500
Town of Victoria Park corporate sponsorship at the ASEC Australia Singapore Exchange Conference.
 - DLGS \$1,251
Return of unspent Kidsport grant funds.
 - Heady \$550
Facilitation and reporting on Victoria Park Electric Car Workshop.
 - Village Well \$980
Attendance at masterclass – Creating great street, places and communities.
- Why does the donation made to the East Victoria Park Family and Community Centre exceed the amount for payments for any of groups A, B and C of the FIN7 Donations Policy?
This was a community grant for a four week migrant education course focusing on preparation for employment. It targets women migrants and educates them about the local job market, providing them with the basic tools and the confidence to seek employment and engage fully in the society. It was administered under the RECN6 policy.
- How do Lift Church fall within the definition of community group when their website clearly indicates they are a religious organisation based in Canning Vale which used a premises in Victoria Park for its church services?
The payment made to Lift Church was for a pop-up kids carnival held within the Town of Victoria Park. Lift Church are incorporated and not-for-profit. The address of the organisation is 27 Colombo Street, Victoria Park.
- Is donation the correct description for the payment made to the Rotary Club? It exceeds the group A payment under FIN7.
This payment was for parking management at the Twilight Trio concerts.
- Why were the Victoria Park Raiders Junior Football Club paid \$5,405? This clearly exceeds the payment limits in FIN7, so is donation the correct description?
This payment relates to multiple Kidsport vouchers.
- What were these payments in relation to?
 - Cornerstone \$935
Environmental health matter.
 - Cornerstone \$4,009
A combination of two invoices for an environmental health matter.
 - Jackson McDonald \$6,211.70
Environmental health matter.

- McLeods \$2,985
A combination of two invoices for contract advice and an urban planning matter.
- McLeods \$1,623
A combination of two invoices for an environmental health matter and legal advice in relation to a property leased by the Town.
- How was the overpayment to Brajkovich Demolitions totalling \$32,780 made in the first place?
When this supplier was first created it was to refund a double payment of their invoice. This payment is actually in relation to the demolition costs for the residential dwelling in Lathlain. The standard description has now been updated.
- In what circumstances do we usually refund memberships? Can some detail also be provided for the following?
 - Ms M A Crimp & Ms S Pedley \$2,000.00
When this supplier was first entered it was in relation to a refund of membership in 2017. This particular payment was a refund of rates. The description has been updated in the system.
 - Ms R M Byrne & Mr O Dalton \$1,038.50
This was a refund of membership fees relating to cancellation of a leisure membership (membership for each person) which was cancelled in April 2017 but payments continued to be taken through Ezidebit until December 2017. The majority of membership cancellations are due to moving area or medically not being able to use the membership. There is also often a gap between when people cancel their membership and when the direct debit is stopped.
- What was the payment to Mr P Lee for \$800 in relation to?
When this supplier was first entered they were paid a security inventive scheme rebate of \$200 in April 2017. This subsequent payment is actually a crossover contribution. The description has been updated.
- Did Ms C Croft receive a mini grant or street celebration grant?
Ms C Croft was approved for a street celebration grant.
- What were the charges for Carlisle Events Hire in relation to?
The hire of equipment for the Town's Australia Day ceremony, Twilight Trio concerts and the Queen's Baton Relay event.
- Why are the payments to City of Armadale, City of Perth and City of South Perth called local government services but the payments to the City of Belmont are called contributions?
The payments to the City of Belmont should be listed as local government services. This has been updated in the system.
- Why did we pay Creative ADM \$14,844.50 for advertising services?
This payment was in relation to the Town's Eat, Ride n Enjoy campaign and was for the branding project, logo and video production.

- Why did we pay Davidson Trahaire Corpsych \$12,796.66 for medical equipment?
This relates to the annual fee for the facilitation of the Town's Employee Assistance Program. This description has been updated.
- Why did we pay Downer EDI \$83,318.60 for building security?
This was for the supply and installation of the Town's security system upgrade at the administration building.
- Why did we pay DS Agencies \$4,554 for equipment supply? There are two payments of the same amount.
The two invoices were for the supply of four plato bins. Fifty per cent was paid to enable production and the remaining was paid on completion.
- Why did we pay Dynamic Focus \$1,089 for workers compensation?
This was for an ergonomic assessment in relation to workers compensation.
- Why did we pay Express Salary Packaging \$9,813.22 for vehicle operating expenses? There are two payment of the same amount. Is the description correct?
This is a fortnightly payment for staff that have a novated lease vehicle.
- Why did we pay Focus Promotions \$13,299 for event performance and activity?
This total relates to two invoices. One was for cable traps and generator sets for the Twilight Trio concert events. The other was for sound, staging and crew for the Twilight Trio concert events.
- Why did we pay Investigative Solutions \$479? How is a private investigator a financial service? Is it debt recovery?
This relates to services of court claims. This is in relation to debt collection for unpaid rates.
- Should the description of event performance and activity for the \$150 amount paid to Kewdale Netball Club be changed? This amount fits a donation.
This is in relation to Kidsport. The description has been changed.
- Why did we pay Tranen \$6,600 for environmental services?
This is for Kensington Bushland seed collections.
- Why did we pay Urbacqua \$6,428.40 for environmental services?
This is for the Burswood Station East Local Water Management Strategy.
- Are the two payments made to Beaver Tree Services a duplication?
No. This is payment for two separate invoices for street tree watering. These prices are consistent every month at \$16,274.12. The reason there are two within the report is due to one invoice being entered into the system for January, however being paid in February. This then created what appeared to be a duplication as the February dated invoice has been paid within the same month.
- What are the details of the payment made to Mr M Dalby for community engagement services?
This was for data analysis of the feedback received as part of the Edward Millen Open Day.

RECOMMENDATION/S FROM FINANCE AND AUDIT COMMITTEE:**That Council:**

Pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996 (as amended)*, Council confirm:

- 1. The accounts paid for 28 February 2018 as included in the appendices, subject to minor amendments be made to the descriptions of payments made to the following:**
 - 1.1 AFMA – Conferences and workshops description changed to read memberships and subscriptions;**
 - 1.2 Bond International Pty Ltd - Conference and workshop enrolment changed to read corporate sponsorship;**
 - 1.3 Department of Local Government, Sport and Cultural Industries – Conference and workshop enrolment changed to read grant fund return;**
 - 1.4 East Victoria Park Family and Community Centre – Donation-Community changed to read community grant;**
 - 1.5 Rotary Club of Victoria Park Western Australia – Donation-Community changed to read contribution for services;**
 - 1.6 Victoria Park Raiders Junior Football Club – Donation – Kidsport changed to read Kidsport program;**
 - 1.7 Brajkovich Demolition and Salvage Pty Ltd – Refund – Debtor Overpayment changed to read demolition expenses;**
 - 1.8 Ms M A Crimp and Ms S L Pedley – Refund – Membership changed to read rate refund;**
 - 1.9 Mr P Lee – Security Incentive Scheme changed to read crossover contribution;**
 - 1.10 City of Belmont – Contributions changed to read local government services;**
 - 1.11 Davidson Trahaire Corpsych – Medical equipment and services changed to read human resource services;**
 - 1.12 Kewdale Netball Club – Event performance and activity changed to read Kidsport program;and**
 - 1.13 Express Salary Packaging Pty Ltd – Vehicle operating expenses changed to read superannuation and employee deductions.**
- 2. Direct lodgement of payroll payments to the personal bank accounts of employees.**

14.2 Recommendation from the Finance and Audit Committee - Financial statements for the month ending 28 February 2018

File Reference:	FIN/11/0001~09
Appendices:	No
Attachments:	Yes

Date:	14 March 2018
Reporting Officer:	A. Thampoe
Responsible Officer:	N. Cain
Voting Requirement:	Absolute Majority

Executive Summary:

Recommendation - That the Finance and Audit Committee recommends that Council, accepts the budget amendment and acknowledges the Financial Activity Statement Report – 28 February 2018 as attached to and forming part of this report.

- The Financial Activity Statement Report is presented for the month ending 28 February 2018. The report complies with the requirements of Regulation 34 (Financial activity statement report) of the *Local Government (Financial Management) Regulations 1996*.
- The following additional amendment has been included in the recommendation for approval by absolute majority:
 - Request to purchase two electric bikes using the insurance settlement received for two stolen electric bikes.

TABLED ITEMS:

Nil

BACKGROUND:

Each month officers are required to prepare monthly financial reports, covering prescribed information, and present these to council for acceptance.

DETAILS:

Presented is the Financial Activity Statement Report – 28 February 2018.

Revenue

Operating Revenue and Non-Operating Revenue – Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$25,000 and, in these instances, an explanatory comment has been provided.

Expense

Operating Expense, Capital Expense and Non-Operating Expense – Material variances are identified where, for the period being reported, the actual varies to the budget by an amount of (+) or (-) \$25,000 and, in these instances, an explanatory comment has been provided.

For the purposes of explaining each material variance, a three-part approach has been applied. The parts are –

1. **Period Variation**
Relates specifically to the value of the variance between the Budget and Actual figures for the period of the Report.
2. **Primary Reason(s)**
Explains the primary reason(s) for the period variance. Minor contributing factors are not reported.
3. **End-of-Year Budget Impact**
Forecasts the likely financial impact on the end-of-year financial position. It is important to note that figures in this part are 'indicative only' at the time of reporting, for circumstances may subsequently change prior to the end of the financial year.

Legal Compliance:

Regulation 34 (Financial activity statement report) of the *Local Government (Financial Management) Regulations 1996* states –

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*

- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

Section 6.8 of the *Local Government Act 1995* (Expenditure from municipal fund not included in annual budget) states –

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*

- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 (b) *is authorised in advance by resolution*; or*
 (c) *is authorised in advance by the Mayor or president in an emergency.*

** Absolute majority required.*

- (1a) *In subsection (1) —
 additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.*

- (2) *Where expenditure has been incurred by a local government —*

- (a) *pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*
 (b) *pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.*

Policy Implications:

Nil

Risk Management Considerations:

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Financial Impact: Council not accepting budget amendment recommendation	Moderate	Unlikely	Moderate	Provide reasoning and detailed explanations to Council to enable informed decision making.

Compliance: Financial statement not complying with the requirements of the <i>Local Government (Financial Management) Regulations 1996</i>	Moderate	Unlikely	Moderate	Internal review of monthly Financial activity statement. External audits of monthly financial statements.
Financial impact: Misstatement or significant error in financial statements	Major	Unlikely	Moderate	Daily and monthly reconciliations. Internal and external audits.
Financial Impact: Fraud and illegal acts	Catastrophic	Rare	Moderate	Stringent internal controls. Internal audits. Segregation of duties.

Strategic Plan Implications:

CL6 – Finances are managed appropriately, sustainably and transparently for the benefit of the community.

CL 10 – Legislative responsibilities are resourced and managed appropriately, diligently and equitably.

Financial Implications:Internal Budget:

The Statement of Financial Activity, as contained in the body of the Financial Activity Statement Report, refers and explains.

Total Asset Management:

Nil

Sustainability Assessment:External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT:

It is recommended that the Financial Activity Statement Report – 28 February 2018 be accepted, noting the following inclusions in the report.

Request to purchase two electric bikes using the insurance settlement received for the two stolen electric bikes.

The Environmental Officer has submitted the following:

Following a successful trial of the “Switched on Bikes” program in partnership with Switch Your Thinking and RAC, the Town purchased four locally-made electric bikes in 2017 in response to staff demand for alternative commuting options.

As well as such benefits as active transport for business trips, reduced fleet vehicle reliance(and therefore cost), the purchase of such bikes also aligns with the

- “Environmentally sustainable” mission of the Town;*
- Administration centre travel plan; and*
- Environmental Plan 2013-2018*

On 30 November 2017, two of the bikes were stolen from the administration building.

After lodging a police report and subsequent insurance claim, the Town has since received a settlement sum of \$5,218.00 from the Town’s insurer (LGIS). They have provided an initial settlement based on the original purchase price. LGIS will reimburse any additional costs to reinstate the bikes upon receipt of proof of purchase cost.

The Town has received a quote from the original supplier to replace the two electric bikes at a total cost of \$7,200.

The Town wishes to replace the two electric bikes using funds received from the insurance claim and the remaining \$1,982 will be claimed back from LGIS once the purchase is finalised.

It is requested that the 2017-2018 budget be amended to include the purchase of two electric bikes for the total cost of \$7,200. The purchase will be funded by the insurance settlement for the stolen electric bikes.

FURTHER COMMENT:

The Finance and Audit Committee asked the following questions in relation to the financial statements.

- Why is there an unanticipated decrease in interest earnings in this statement?
The variance is within the reserve fund interest earnings. The decrease in interest earnings predominantly relates to budget timing of interest earned on the reserve fund term deposit. Based on the current reserve fund investments, we are expected to receive an estimated interest earning of \$519,000. The annual budget for interest on reserve funds is \$470,000.

- Why are the Aqualife Pumps and Albany Highway Pedestrian Safety Measure capital projects overbudget and incomplete?
 - *The Aqualife Pumps project is now complete.*
 - *The Albany Highway Pedestrian Safety Measure project is showing as over budget with 75% completion. We are still waiting for an invoice from Main Roads for the line markings. The over expenditure on this project is due to the need for variable message boards to warn road users of the modifications.*
- Is the capital items progress section of the statement now more automated for accuracy in reporting, as discussed at the Finance and Audit Committee meeting held in February?

The capital items progress section is not yet automated. Work towards this initiative is in progress.

CONCLUSION:

The Financial Activity Statement Report – 28 February, complies with the requirements of Regulation 34 (Financial activity statement report) of the *Local Government (Financial Management) Regulations 1996*. The budget amendment requests complies with the requirements of the Local Government Act 1995 Section 6.8. It is therefore requested that the committee recommend to council to accept the Financial Activity Statement Report – 28 February 2018 and the budget amendment request.

RECOMMENDATION/S FROM FINANCE AND AUDIT COMMITTEE:

That Council:

1. Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, Council accepts the Financial Activity Statement Report – 28 February 2018 as attached to, and forming part of, this report.
2. By an absolute majority, pursuant to Section 6.8 of the *Local Government Act 1995*, accepts the budget amendment request to purchase two electric bikes using the insurance settlement received for the two stolen electric bikes.

2.1. Increase Expenditure	
New Capital – Electric bikes	\$7,200
2.2. Increase Revenue	
Corporate Service – Insurance Recoveries	\$7,200

(Absolute majority required)



Financial Activity Statement Report

For the month ended 28 February 2018



Contents

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Statement of Financial Activity Variances

Material Variances Defined

For the purposes of reporting the material variances in the Statement of Financial Activity (by Business Unit) (as contained in this document), the following indicators, as resolved, have been applied –

Revenues (Operating and Non-Operating)

Business Unit material variances will be identified where, for the period being reviewed, the actual varies to budget by an amount of (+) or (-) \$25,000 and, in these instances, an explanatory comment will be provided.

Expenses (Operating, Capital and Non-Operating)

Business Unit material variances will be identified where, for the period being reviewed, the actual varies to budget by an amount of (+) or (-) \$25,000 and, in these instances, an explanatory comment will be provided.

Before commenting on each of the specific material variances identified it is important to note that, whilst many accounts will influence the overall variance, only those accounts within the affected Business Unit that significantly contribute to the variance will be highlighted.

For the purposes of explaining each variance, a multi-part approach has been taken. The parts are –

1. Period Variation – Relates specifically to the value of the variance between the Budget and Actual figures for the period being reviewed.
2. Primary Reason – Explains the primary reasons for the period variance. As the review is aimed at a higher level analysis, only major contributing factors are reported.
3. Budget Impact – Forecasts the likely \$ impact on the year end surplus or deficit position. It is important to note that values in this part are indicative only at the time of reporting, for circumstances may subsequently change.

Material Variances Explained

The Financial statements are presented based on the new organisational structure

As shown in the in the Statement of Financial Activity (contained within this document), the following variances have been identified -

Revenue

Finance

- **Leisurelife**

- The period variation is favourable to period budget by \$35,066.
- The variation is predominantly due to an increase in the health club, bingo and facility hire revenue.
- The impact on the year end position is estimated to be an increase in revenue of \$25,000.

Operating Expense

Finance

- **Information Systems**

- The period variation is favourable to period budget by \$115,055.
- The variation is predominantly due to a delay in supplier invoices. These invoices have been followed up by the respective officers.
- The impact on the year end position is estimated to be nil as this is a budget timing variance.

Operations

- **Asset Planning**

- The period variation is favourable to period budget by \$99,479.
- The variation is predominantly due to some savings made in maintenance works and costs savings made renewing furniture and equipment for Aqualife and Leisurelife.
- The impact on the year end position is estimated to be a reduction in expenditure of \$70,000.

- **Street Improvement**

- The period variation is favourable to period budget by \$59,116.
- The variation is predominantly due to savings made within the consultancy budget utilising two casual design officers which has been cost effective.
- The impact on the year end position is estimated to be a reduction in expenditure of \$30,000.

Non-Operating Revenue

No material variance to report

Non-Operating Expenses

No material variance to report

Proposed Budget Amendments

Request to purchase two electric bikes using the insurance settlement received for the two stolen electric bikes.

The Environmental Officer has submitted the following:

Following a successful trial of the “Switched on Bikes” program in partnership with Switch Your Thinking and RAC, the Town purchased four locally made electric bikes in 2017 in response to staff demand for alternative commuting options.

As well as such benefits as active transport for business trips, reduced fleet vehicle reliance(and therefore cost), the purchase of such bikes also aligns with the:

- “environmentally sustainable” mission of the Town;
- administration centre travel plan; and
- Environmental Plan 2013-2018.

On 30 November 2017 two of the bikes were stolen from the Administration building.

After lodging a police report and subsequent insurance claim, the Town has since received a settlement sum of \$5,218.00 from the Town's insurer (LGIS). They have provided an initial settlement based on the original purchase price. LGIS will reimburse any additional costs to reinstate the bikes upon receipt of proof of purchase cost.

The Town has received a quote from the original supplier to replace the two electric bikes at a total cost of \$7,200.

The Town wishes to replace the two electric bikes using funds received from the insurance claim and the remaining \$1,982 will be claimed back from LGIS once the purchase is finalised.

It is requested that the 2017-2018 budget be amended to include the purchase of 2 electric bikes for the total cost of \$7,200. The purchase will be funded by the insurance settlement for the stolen electric bikes.

Accounting Notes

Significant Accounting Policies

The significant accounting policies that have been adopted in the preparation of this document are:

(a) Basis of Preparation

The document has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations.

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

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this document.

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

(c) 2017- 2018 Actual Balances

Balances shown in this document as 2017 - 2018 Actual are subject to final adjustments.

(d) Rounding Off Figures

All figures shown in this document, other than a rate in the dollar, are rounded to the nearest dollar.

(e) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(f) Superannuation

The Council contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Council contributes are defined contribution plans.

(g) Goods and Services Tax

Revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables in the statement of financial position are stated inclusive of applicable GST. The net amount of GST recoverable from, or payable to, the ATO is included with receivables on payables in the statement of financial position. Cash flows are presented on a Gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

(h) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits held at call with banks, other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are shown as short term borrowings in current liabilities.

(i) Trade and Other Receivables

Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(j) InventoriesGeneral

Inventories are measured 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.

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, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Revenue arising from the sale of property is recognised as at the time of signing an unconditional contract of sale. Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(k) Fixed Assets

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

Initial Recognition

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

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

Revaluation

Certain asset classes may be re-valued 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. Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same asset are recognised against revaluation surplus directly in equity; all other decreases are recognised in profit or loss. Any accumulated depreciation at the date of revaluation is eliminated against the gross carrying amount of the asset and the net amount is restated to the re-valued amount of the asset.

Those assets carried at a re-valued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be re-valued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

Land Under Roads

In Western Australia, all land under roads is Crown land, the responsibility for managing which, is vested in the local government. Council has elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16 (a) (i) prohibits local governments from recognising such land as an asset. In respect of land under roads acquired on or after 1 August 2008, as detailed above, Local Government (Financial Management) Regulation 16 (a) (i) prohibits local governments from recognising such land as an asset.

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

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

Depreciation of Non-Current Assets

All non-current assets having a limited useful life (excluding freehold land) are systematically depreciated over their useful lives in a manner that reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use. Depreciation is recognised on a straight-line basis, using rates that are reviewed each reporting period. Major depreciation periods are:

Buildings	40 years
Furniture and Equipment	5 – 10 years
Plant and Machinery	2 – 10 years
Sealed Roads	- Clearing and Earthworks - Construction and Road Base - Original Surface / Major Resurface
	Not depreciated 5 – 80 years 5 – 80 years
Drainage	5 – 80 years
Pathways	5 – 80 years
Parks and Reserves	5 – 80 years

Asset residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount. Gains and losses on disposals are determined by comparing proceeds with the carrying amount. When revalued assets are sold, amounts included in the revaluation surplus relating to that asset are transferred to retained earnings.

Capitalisation Threshold

Expenditure on capital items under \$2,000 is not individually capitalised. Rather, it is recorded on an Asset Low Value Pool listing.

(I) Financial Instruments

Initial Recognition and Measurement

Financial assets and financial liabilities are recognised when the Council becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the Council commits itself to either the purchase or sale of the asset (i.e. trade date accounting is adopted). Financial instruments are initially measured at fair value plus transaction costs, except where the instrument is classified 'at fair value through profit or loss', in which case transaction costs are expensed to profit or loss immediately.

Classification and Subsequent Measurement

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

Amortised cost is calculated as:

- a. the amount in which the financial asset or financial liability is measured at initial recognition;
- b. less principal repayments;
- c. plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest rate method; and
- d. less any reduction for impairment.

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

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.

Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost. Loans and receivables are included in current assets where they are expected to mature within 12 months after the end of the reporting period.

Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed maturities and fixed or determinable payments that the Council's management has the positive intention and ability to hold to maturity. They are subsequently measured at amortised cost. Held-to-maturity investments are included in current assets where they are expected to mature within 12 months after the end of the reporting period. All other investments are classified as non-current. They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When the financial asset is derecognised, the cumulative gain or loss pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss.

Available-for-sale financial assets

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

They are subsequently measured at fair value with changes in such fair value (i.e. gains or losses) recognised in other comprehensive income (except for impairment losses). When

the financial asset is derecognised, the cumulative gain, or loss, pertaining to that asset previously recognised in other comprehensive income is reclassified into profit or loss. Available-for-sale financial assets are included in current assets, where they are expected to be sold within 12 months after the end of the reporting period. All other financial assets are classified as non-current.

Financial liabilities

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

Impairment

At the end of each reporting period, the Council assesses whether there is objective evidence that a financial instrument has been impaired. In the case of available-for-sale financial instruments, a prolonged decline in the value of the instrument is considered to determine whether impairment has arisen. Impairment losses are recognised in profit or loss. Any cumulative decline in fair value is reclassified to profit or loss at this point.

Derecognition

Financial assets are derecognised where the contractual rights for receipt of cash flows expire or the asset is transferred to another party, whereby the Council no longer has any significant continual involvement in the risks and benefits associated with the asset.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

(m) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired. Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another standard (e.g. AASB 116). 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. At the time of adopting the Annual Budget, it was not possible to estimate the amount of impairment losses (if any) as at 30 June 2018. In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Annual Budget.

(n) Trade and Other Payables

Trade and other payables represent liabilities for goods and services provided to the Council prior to the end of the financial year that are unpaid and arise when the Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(o) Employee Benefits

Provision is made for the Council's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled.

Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

(p) Borrowing Costs

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

(q) Provisions

Provisions are recognised when:

- a. The Council has a present legal or constructive obligation as a result of past events;
- b. for which it is probable that an outflow of economic benefits will result; and
- c. that outflow can be reliably measured.

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

(r) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where the Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on the Council's intentions to release for sale.

(s) Comparative Figures

Where required, comparative figures have been adjusted to conform to changes in presentation for the current reporting period.

(t) Budget Comparative Figures

Unless otherwise stated, the Budget comparative figures shown in this Budget document relate to the original Budget estimate for the relevant item of disclosure.

Service Unit Definitions

The Town operations, as disclosed in this report, encompass the following service-oriented Business Units –

Chief Executive Office

Chief Executive Office

The Chief Executive Office leads and supports the transformation of the organisation into a customer-focused, culturally constructive, legislatively compliant, sector-leading entity, with a primary focus on the Service Areas within the Chief Executive Office functional area.

Communications and Engagement

Communications and Engagement manages the brand and reputation of the Town. This is achieved through developing clear and accessible messaging, consulting with the community, delivering key messages through various channels and working to reach the appropriate audiences through strategically executed marketing, engagement and communication planning..

Customer Relations

Customer Relations manages the Customer Service Contact Centre, which is the first point of contact for the organisation, and monitors performance against the Town's Customer Service Charter.

Leadership and Governance

The Leadership and Governance Service Area is committed to responsibly managing the Town on behalf of the residents and ratepayers of the District through collaboration, knowledge-sharing and good governance.

Human Resources

Human Resources is responsible for the development and implementation of occupational health and safety compliance, staff development, employee relations, recruitment and payroll services of the Town.

Community Planning

Building Services

Building Services provide services to ensure buildings are safe, liveable, accessible and sustainable, and meet statutory requirements.

Community Development

The Community Development team's vision is an empowered Victoria Park, which will be achieved through the mission of community capacity building.

Community Planning Office

The Community Planning Office leads and supports the transformation of the organisation into a customer-focused, culturally constructive, legislatively compliant, sector-leading entity, with a primary focus on the Service Areas within the Community Planning functional area.

Digital Hub

The Digital Hub provides free digital literacy and online training for the local community, not-for-profit organisations and local business operators.

Economic Development

Economic Development seeks to increase the economic growth of the district through fostering business attraction and retention, tourism, marketing, community initiatives and creating robust relationships.

Environmental Health

Environmental Health seeks to promote good standards of public health via the many hospitality outlets in the area and the community in general.

General Compliance

The General Compliance Area liaise with and direct property owners and developers to ensure built-form building and planning requirements are adhered to at all times.

Healthy Community

The Healthy Community team connect people to services, resources, information, facilities, and experiences that enhance their physical and social health and wellbeing.

Library Services

Library Services plays a pivotal role in providing our community with access to resources, knowledge and technology in a safe, nurturing environment.

Place Management

The Place Management Service Area implements programs, that are suitable for the particular targeted section of the community, to improve places within the District or, where the community is satisfied with the standard of operation, to maintain the already attained standard.

Strategic Town Planning

Strategic Town Planning develops strategies for the future growth of the Town, with the aims of creating a vibrant community and improving the quality of life for residents.

Urban Planning

Urban Planning assesses applications for development approval and subdivision, provides advice to the community and ensures land is appropriately used and developed.

FinanceAqualife

The Aqualife Centre aims to improve community health and wellbeing; and to provide a safe and welcoming environment for the community to meet and socialise, primarily through aquatic recreation.

Budgeting

The Budgeting Area includes the administration of non-cash expenditure and revenue associated with local government accounting requirements, including profit and loss and depreciation.

Corporate Funds

The Corporate Funds are includes the management of loans, reserve fund transfers, restricted and trust funds, rate revenue and corporate grants funding.

Finance Office

The Finance Office leads and supports the transformation of the organisation into a customer-focused, culturally constructive, legislatively compliant, sector-leading entity, with a primary focus on the Service Areas within the Finance functional area.

Financial Services

The key role of Financial Services is to manage and control the Town's finances in a sound and prudent manner.

Information Systems

Information Systems assists the Town in operating efficiently with the smooth running of essential business computer programs and systems.

Leisurelife

The Leisurelife Centre aims to improve community health and wellbeing, and to provide a safe and welcoming environment for the community to meet and socialise, primarily through active recreation.

Parking

The Parking Management section guides future parking initiatives within the Town, ensuring equitable access for everyone, whilst also monitoring existing parking areas and ensuring a safer community.

Rangers

Ranger Services offer a 24 hours-a-day / 7 days-a-week service to help ensure community safety in the areas of Dog and Cat management and Local Law enforcement.

Operations

Asset Planning

Asset Planning provides services to manage and maintain Council facilities and their related assets.

Environment

The Environment Area is committed to preserving and enhancing natural areas and recognises not only the ecological benefits of protecting natural assets, but also the social and recreational benefits as well.

Fleet Services

Fleet Services oversees the various items of light fleet, heavy fleet and plant and equipment.

Operations Office

The Operations Office leads and supports the transformation of the organisation into a customer-focused, culturally constructive, legislatively compliant, sector-leading entity, with a primary focus on the Service Areas within the Operations functional area.

Parks and Reserves

The Parks and Reserves Section delivers high quality horticultural works to parks, reserves and streetscapes.

Project Management

Project Management assists in improving the standards of project management and project delivery, and delivers nominated projects on behalf of the Town.

Street Improvement

Street Improvement provides engineering advice, design, planning, and road safety initiatives.

Street Operations

Street Operations ensure the maintenance and renewal of roads, pathways, drainage and associated assets.

Waste

Waste Management implements waste collection, minimisation and disposal in a sustainable manner.



Statement of Financial Activity
For the period 1 July 2017 to 28 February 2018

			28 February 2018		
	Material Variance		Revised Budget	Year-to-Date Budget	Year-to-Date Actual
Particulars	\$	%	\$	\$	\$
Revenue					
Chief Executive Office			5,500	3,380	2,938
Chief Executive Office			500	0	948
Communications and Engage			1,000	640	280
Customer Relations			0	0	0
Human Resources			3,000	2,740	510
Leadership and Governance			1,000	0	1,200
Community Planning			1,460,500	1,064,990	1,141,123
Building Services			333,000	236,720	259,129
Community Development			405,000	256,820	274,032
Community Planning Office			1,000	320	1,471
Digital Hub			1,500	1,360	449
Economic Development			0	0	0
Environmental Health			286,000	255,340	277,296
General Compliance			0	0	2,500
Healthy Community			30,500	18,440	18,881
Library Services			33,500	25,510	22,273
Place Management			0	0	0
Strategic Town Planning			500	480	146
Urban Planning			369,500	270,000	284,947
Finance			54,170,126	50,759,707	50,829,136
Aqualife			2,300,000	1,527,750	1,513,117
Budgeting			4,000	5,920	18,995
Corporate Funds			46,038,626	45,112,730	45,136,032
Finance Office			1,000	640	928
Financial Services			747,500	692,700	707,507
Information Systems			13,000	8,640	1,663
Leisurelife	35,066	▲	2,209,500	1,528,807	1,563,873
Parking			2,735,500	1,788,800	1,771,583
Ranger services			121,000	93,720	115,437
Operations			7,010,000	5,694,322	5,702,386
Asset Planning			258,500	182,140	167,261
Environment			0	0	0
Fleet Services			10,000	0	17,583
Operations Office			2,802,500	2,797,040	2,774,370
Parks and Reserves			257,000	41,260	32,677
Project Management			850,000	850,000	848,012
Street Improvement			47,500	25,526	26,495
Street Operations			1,978,000	1,063,856	1,080,841
Waste Services			806,500	734,500	755,147
Total Revenue			62,646,126	57,522,399	57,675,583



Statement of Financial Activity
For the period 1 July 2017 to 28 February 2018

Particulars	Material Variance		Revised Budget	28 February 2018	
	\$	%		Year-to-Date Budget	Year-to-Date Actual
	\$	%	\$	\$	\$
Operating Expense					
Chief Executive Office			(4,405,000)	(2,793,446)	(2,764,720)
Chief Executive Office			(1,063,500)	(684,276)	(674,230)
Communications and Engage			(769,500)	(466,740)	(455,311)
Customer Relations			(821,000)	(496,180)	(510,035)
Human Resources			(1,107,000)	(668,934)	(649,577)
Leadership and Governance			(644,000)	(477,316)	(475,567)
Community Planning			(8,504,000)	(5,001,348)	(4,874,611)
Building Services			(531,500)	(345,908)	(343,723)
Community Development			(2,065,000)	(1,142,600)	(1,130,116)
Community Planning Office			(1,368,000)	(952,200)	(960,248)
Digital Hub			(170,500)	(110,024)	(86,930)
Economic Development			(193,000)	(103,644)	(83,711)
Environmental Health			(648,500)	(399,744)	(415,242)
General Compliance			(158,500)	(33,400)	(23,223)
Healthy Community			(238,500)	(168,272)	(145,350)
Library Services			(1,179,000)	(764,452)	(752,930)
Place Management			(154,000)	(12,000)	0
Strategic Town Planning			(761,500)	(327,288)	(305,986)
Urban Planning			(1,036,000)	(641,816)	(627,152)
Finance			(21,134,000)	(14,001,195)	(13,805,148)
Aqualife			(2,824,500)	(1,749,454)	(1,732,922)
Budgeting			(7,461,000)	(5,803,056)	(5,819,731)
Corporate Funds			(530,500)	(253,136)	(237,630)
Finance Office			(719,500)	(434,004)	(453,594)
Financial Services			(1,128,000)	(700,508)	(676,320)
Information Systems	115,055	▼	(2,819,000)	(1,520,308)	(1,405,253)
Leisurelife			(2,758,500)	(1,770,535)	(1,751,422)
Parking			(2,050,000)	(1,269,816)	(1,246,871)
Ranger services			(843,000)	(500,378)	(481,406)
Operations			(22,880,000)	(14,426,036)	(14,191,047)
Asset Planning	99,479	▼	(3,766,000)	(2,193,404)	(2,093,925)
Environment			(108,500)	(36,800)	(35,749)
Fleet Services			0	(4,392)	(6,423)
Operations Office			(3,583,000)	(3,291,540)	(3,281,098)
Parks and Reserves			(4,427,000)	(2,289,436)	(2,265,228)
Project Management			(1,014,500)	(426,724)	(416,421)
Street Improvement	59,116	▼	(1,298,500)	(858,761)	(799,645)
Street Operations			(2,629,500)	(1,637,855)	(1,620,660)
Waste Services			(6,053,000)	(3,687,124)	(3,671,899)
Total Operating Expense			(56,923,000)	(36,222,025)	(35,635,526)



Statement of Financial Activity
For the period 1 July 2017 to 28 February 2018

			28 February 2018		
	Material Variance		Revised	Year-to-Date	Year-to-Date
Particulars	\$	%	Budget	Budget	Actual
	\$		\$	\$	\$
Capital Expense					
Chief Executive Office			0	0	0
Chief Executive Office			0	0	0
Communications and Engage			0	0	0
Customer Relations			0	0	0
Human Resources			0	0	0
Leadership and Governance			0	0	0
Community Planning			(20,000)	(7,100)	(7,070)
Building Services			0	0	0
Community Development			(20,000)	(7,100)	(7,070)
Community Planning Office			0	0	0
Digital Hub			0	0	0
Economic Development			0	0	0
Environmental Health			0	0	0
General Compliance			0	0	0
Healthy Community			0	0	0
Library Services			0	0	0
Place Management			0	0	0
Strategic Town Planning			0	0	0
Urban Planning			0	0	0
Finance			(1,335,000)	(355,500)	(372,061)
Aqualife			(23,000)	(23,000)	(8,091)
Budgeting			0	0	0
Business Development			0	0	0
Corporate Funds			0	0	0
Finance Office			0	0	0
Financial Services			0	0	0
Information Systems			(945,000)	(215,900)	(235,271)
Leisurelife			0	0	0
Parking			(367,000)	(116,600)	(128,700)
Ranger services			0	0	0
Operations			(14,519,500)	(5,028,558)	(4,924,285)
Asset Planning			(3,687,500)	(1,543,100)	(1,519,493)
Environment			0	0	0
Fleet Services			(1,012,000)	(476,300)	(463,282)
Operations Office			0	0	0
Parks and Reserves			(3,786,000)	(241,200)	(221,679)
Project Management			(74,000)	(24,600)	0
Street Improvement			0	0	0
Street Operations			(5,949,000)	(2,743,358)	(2,719,831)
Waste Services			(11,000)	0	0
Total Capital Expense			(15,874,500)	(5,391,158)	(5,303,416)



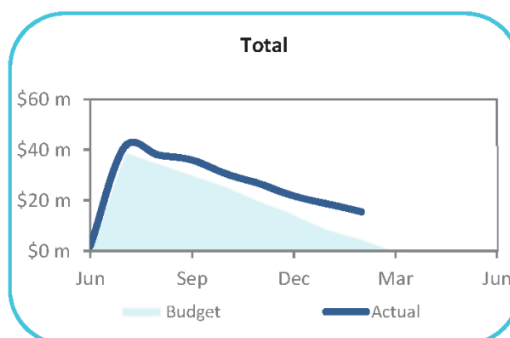
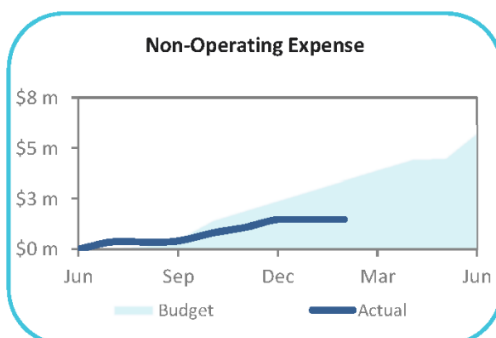
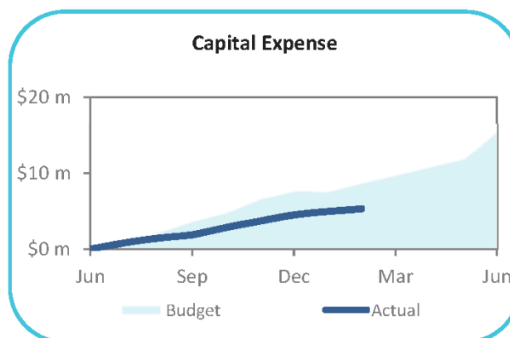
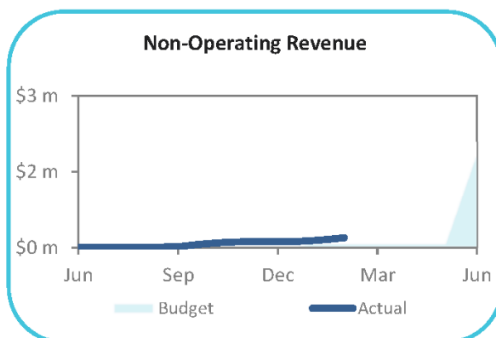
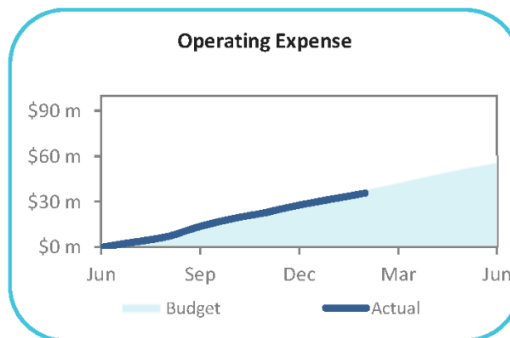
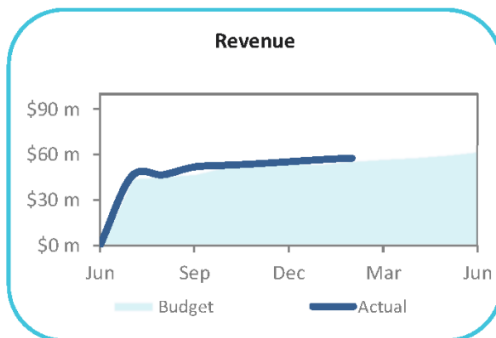
Statement of Financial Activity
For the period 1 July 2017 to 28 February 2018

			28 February 2018		
Particulars	Material Variance		Revised Budget \$	Year-to-Date Budget \$	Year-to-Date Actual \$
	\$	%			
<u>Non-Operating Revenue</u>					
Finance			1,700,000	0	0
Corporate Funds			1,700,000	0	0
Operations			301,500	170,000	191,215
Fleet Services			301,500	170,000	191,215
Total Non-Operating Revenue			2,001,500	170,000	191,215
<u>Non-Operating Expense</u>					
Finance			(5,868,000)	(1,470,000)	(1,474,705)
Corporate Funds			(5,868,000)	(1,470,000)	(1,474,705)
Total Non-Operating Expense			(5,868,000)	(1,470,000)	(1,474,705)
<u>Non-Cash Items Adjustments</u>					
Profit and Loss			26,500	12,552	961
Depreciation			7,780,500	4,911,256	6,148,870
Total Non-Cash Items Adjustments			7,807,000	4,923,808	6,149,831
Suspense Items Yet To Be Applied				0	254,135
Opening Surplus / (Deficit)			6,210,874	6,210,874	6,210,874
Closing Surplus / (Deficit)			0	25,743,898	28,067,991



Statement of Financial Activity
For the period 1 July 2017 to 28 February 2018

Graphical Representation





Net Current Funding Position
For the period 1 July 2017 to 28 February 2018

Particulars	Brought Forward 1 July \$	2017-2018 Revised Budget \$	Year To Date Actual \$
Current Assets			
Cash - Unrestricted	10,533,455	4,080,896	28,233,127
Cash - Reserves / Restricted	24,441,643	25,249,343	24,443,201
Receivables and Accruals	4,532,901	2,000,000	7,853,202
Inventories	6,978	10,000	6,978
Land Held for Sale	0	509,104	0
	39,514,977	31,849,343	60,536,508
Less Current Liabilities			
Payables and Provisions	(8,862,461)	(6,600,000)	(8,025,316)
	(8,862,461)	(6,600,000)	(8,025,316)
Net Current Asset Position	30,652,516	25,249,343	52,511,191
Less			
Cash - Reserves / Restricted	(24,441,643)	(25,249,343)	(24,443,201)
Estimated Surplus / (Deficiency) Carried Forward	6,210,873	-	28,067,991



Cash and Cash Investments
For the month ended 28 February 2018

Cash and Investments Analysis

	Amount Invested \$	Interest Rate %	Term (Days)	Maturity Date	Projected Earnings \$	Percentage of Portfolio
Cash - Unrestricted						
CBA	17,224,122				8,385	33%
At Call	17,224,122	Variable	11am	Daily	8,385	
NAB	6,000,000				81,912	11%
36-264-3003	3,000,000	2.55	180	12 Mar 18	37,726	
36-280-8525	3,000,000	2.56	210	11 Apr 18	44,186	
BOQ	5,000,000				65,671	9%
28579	5,000,000	2.55	188	21 May 18	65,671	
Total Cash - Unrestricted	28,224,122				90,297	44%
Cash - Restricted						
CBA	6,443,201				188	12%
At Call	6,443,201	Variable	11am	Daily	188	
Bankwest	5,000,000				92,808	9%
4615238	5,000,000	2.50	271	23 Apr 18	92,808	
NAB	3,000,000				68,630	6%
97-887-7369	3,000,000	2.50	334	25 Jun 18	68,630	
BOQ	10,000,000				224,129	19%
026499	7,000,000	2.60	336	27 Jun 18	167,540	
027704	3,000,000	2.55	270	26 Jun 18	56,589	
Total Cash - Restricted	24,443,201				385,755	46%
Total Cash - Invested	52,667,323				519,833	95%
Cash on Hand	9,005					
Total Cash	52,676,328					



Cash and Cash Investments
For the month ended 28 February 2018

Cash and Investments Analysis

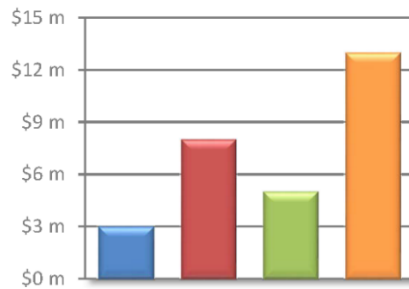
Portfolio Diversity

Institution	%
Bankwest	9
BOQ	28
CBA	45
ME Bank	0
Suncorp	0
NAB	17
	100

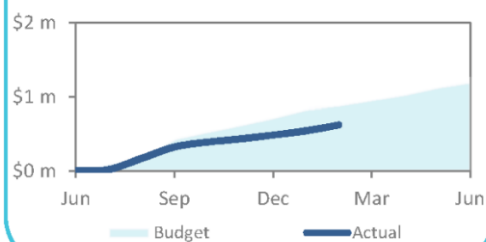


Investment Maturity Timing

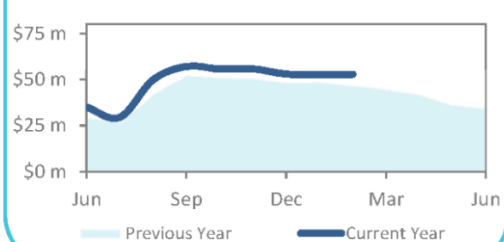
Maturity	\$
Up to 30 days	3,000,000
31 - 60 days	8,000,000
61 - 90 days	5,000,000
90+ days	13,000,000
	29,000,000



Interest Earnings



Total Cash Holdings

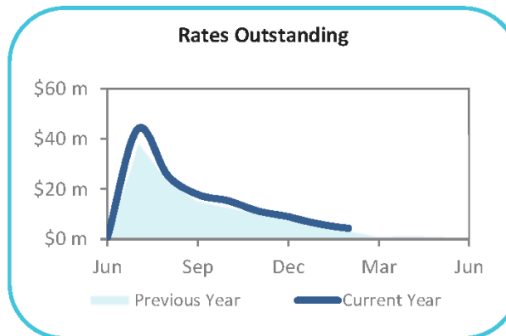




Receivables (Rates and Sundry Debtors)
For the month ended 28 February 2018

Rates Outstanding (Not Including Deferrals or Associated Fees and Charges)

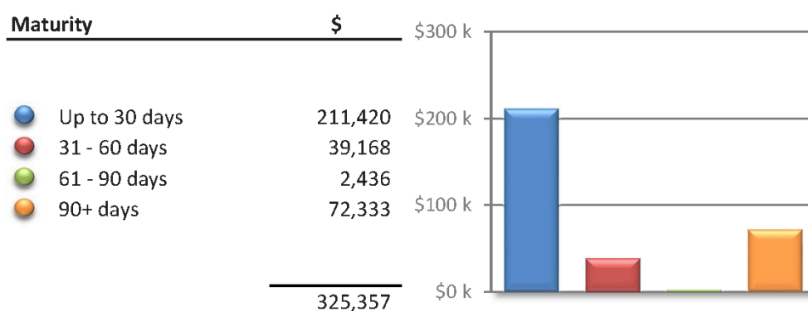
	Total
Balance from Previous Year	821,508
Rates Levied - Initial	0
Rates Levied - Interims	44,248,433
Total Rates Collectable	45,069,940
Current Rates Collected To Date	40,732,575
Current Rates Outstanding	4,337,365
% Rates Outstanding	9.6%



Sundry Debtors

Type	Total	30 Days	60 Days	90 Days	90+ Days
Grants and Subsidies	107,769	107,769			-
Property Rent	63,017	12,798	-	1,531	48,688
Aqualife Fees	6,583	6,432	50	-	101
Leisurelife Fees	18,797	17,788	275	649	86
Community Life Fees	40,819	39,873			946
Health Fees	43,777	6,266	33,235	256	4,020
Other Fees and Charges	23,154	6,655	1,309	-	15,190
Long Service Leave From Councils	2,777	2,777	-	-	-
Building and Planning Application Fees	18,664	11,062	4,299		3,303
Total Sundry Debtors	325,357	211,420	39,168	2,436	72,333

Sundry Debtor Aged Analysis





Grants and Contributions
For the month ended 28 February 2018

Grants and Contributions

Details	Original Budget \$	Revised Budget \$	Receipt Status	
			Invoiced	Remaining
Corporate Funds				
Federal Assistance	750,000	350,000	261,923	88,078
Federal Local Road	330,000	175,000	129,890	45,110
Lifelong Learning				
Book Council Grants - Local History	2,000	1,000	-	1,000
State Government Grants - Lifelong	2,000	2,000	2,500	-
State Government Grants - Adult Programs	2,000	1,000	-	1,000
Book Council Grants - Young People Services	3,600	2,000	-	2,000
Neighbourhood Enrichment				
Federal Gov Grants Access Inclusion & Seniors	4,500	-	-	-
Sponsorship Creative Arts	4,500	2,500	-	2,500
State Government Grants Cultural Engagement	20,000	2,500	-	2,500
State Government Grants Families and Youth	50,000	-	-	-
Lotterywest Grants Events and Volunteers	20,000	-	-	-
Sponsorship Events and Volunteers	14,000	16,000	4,950	11,050
State Gov Grants Neighbourhood Enrichment	4,500	35,000	10,000	25,000
State Gov Grants Information and Donations	4,500	-	-	-
Crime Prevention Grants Safer Neighbourhoods	20,000	-	-	-
Parks				
State Government Grant - Recreational	200,000	200,000	-	200,000
Street Operations				
MRWA Direct Road Grants	62,400	47,500	47,552	-
Street Lighting Subsidy	1,000	31,000	-	31,000
MRRG Road Rehabilitation Grants	180,000	233,500	153,280	80,220
MRWA Black Spot Grants	675,000	598,000	413,353	184,647
MRWA Other Grants	280,000	270,000	178,879	91,121
Transport Authority Grants	90,000	125,000	18,000	107,000
Transport Grants	285,700	170,000	-	170,000
State Government Grant	70,000	305,500	75,000	230,500
Total Cash Deposits	3,075,700	2,567,500	1,295,327	1,272,725



Reserve Funds Descriptions

The purposes for which funds have been set aside by Council, in Reserve Funds, are outlined below -

Building Renewal

To be used to fund renewal projects associated with Council's Building assets.

Community Art

To be used to fund the purchase and placement of art for the Council and Community.

Drainage Renewal

To be used to fund renewal projects associated with Council's Drainage infrastructure.

Edward Millen Site

To be used to assist in improving and / or maintaining the Edward Millen site, including the associated grounds.

Furniture and Equipment Renewal

To be used to fund renewal projects associated with Council's Furniture and Equipment assets.

Future Fund

To assist in funding projects and property purchases that diversify Council's revenue streams.

Future Projects

To assist in funding 'new' and 'upgrade' capital projects, with funding primarily derived from the sale of land assets.

Harold Hawthorne - Carlisle Memorial

To be used to provide funds to assist in conducting future Spring Garden Competitions.

Information Technology Renewal

To be used to fund renewal projects associated with Council's information technology assets.
significant insurance claims.

Insurance Risk Reserve

To be used for the purpose of meeting the difference between premiums and claims in the event of any significant insurance claims.

Other Infrastructure Renewal

To be used to fund renewal projects associated with Council's Other infrastructure.

Parks Renewal

To be used to fund renewal projects associated with Council's Parks infrastructure.

Pathways Renewal

To be used to fund renewal projects associated with Council's Pathways infrastructure

Plant and Machinery Renewal

To be used to assist in the acquisition and replacement of the Town's Plant and Machinery.



Reserve Funds
For the month ended 28 February 2018

Renewable Energy

To assist in investigating and funding renewable energy projects within the District.

Roads Renewal

To be used to fund renewal projects associated with Council's Roads Infrastructure

Underground Power

To assist in the funding of projects associated with the installation of underground power and associated landscaping.

Waste Management

To assist in the funding of waste management and waste minimisation strategies



Reserve Funds
For the month ended 28 February 2018

Reserve Funds Transactions

	Annual Opening Balance \$	Transfer to Reserve \$	Transfer from Reserve \$	28 February 2018 Balance Actual \$	Balance Budget \$	Annual Revised Budget \$
Building Renewal	400,466	26	-	400,492	400,466	418,266
Community Art	641,043	41	-	641,084	641,043	690,043
Drainage Renewal	172,720	10	-	172,730	172,720	225,920
Edward Millen Site	1,356,878	86	-	1,356,964	1,356,878	1,458,678
Furniture and Equip Renewa	558,907	36	-	558,943	558,907	599,907
Future Fund	12,332,193	787	-	12,332,980	12,332,193	13,658,793
Future Projects	1,798,878	115	-	1,798,993	1,798,878	450,178
Harold Hawthorn - Carlisle	126,430	9	-	126,439	126,430	148,630
Information Technology Ren	358,400	22	-	358,422	358,400	665,400
Insurance Risk Reserve	367,830	24	-	367,854	367,830	397,230
Other Infrastructure Renewa	574,443	36	-	574,479	574,443	615,443
Parks Renewal	261,025	17	-	261,042	261,025	46,225
Pathways Renewal	367,397	24	-	367,421	367,397	420,397
Plant and Machinery	235,342	16	-	235,358	235,342	269,342
Renewable Energy	220,980	14	-	220,994	220,980	75,380
Roads Renewal	788,737	50	-	788,787	788,737	882,337
Underground Power	2,962,799	188	-	2,962,987	2,962,799	3,241,999
Waste Management	917,175	58	-	917,233	917,175	985,175
	24,441,643	1,558	-	24,443,201	24,441,643	25,249,343



Capital Items
For the month ended 28 February 2018

Capital Items

The following pages summarise the progress of the Capital Items.

For the purposes of these pages, the following indicators have been used -

Item Timing

This relates to how the item is tracking time-wise and is displayed using the following indicators -

<input checked="" type="checkbox"/>	Behind
<input type="checkbox"/>	On-Track
<input checked="" type="checkbox"/>	In-Front

Budget Status

This relates to how the item is costing against the Revised Budget and is displayed using the following indicators -

<input checked="" type="checkbox"/>	Over budget
<input type="checkbox"/>	On budget
<input checked="" type="checkbox"/>	Under budget

Completion Stage

This relates to where the item is currently, in terms of completion, and is displayed using the following indicators -

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Not commenced
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Commenced
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Half-way completed
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	Nearing completion
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	Completed



Capital Items Progress
For the month ended 28 February 2018

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Buildings			3,457,500	1,451,462
New - Buildings				
Aqualife - Energy Efficiency Initiatives	<input type="checkbox"/>	■ ■ ■ ■	100,000	42,279
Leisurelife - Energy Efficiency Initiatives	<input type="checkbox"/>	■ ■ ■ ■	100,000	1,970
Community Facility - Zone 6 - Lathlain Precinct	<input type="checkbox"/>	■ ■ ■ ■	30,000	8,707
Upgrade - Buildings				
Administration Centre - Security Card Entry Control	<input checked="" type="checkbox"/>	■ ■ ■ ■	60,000	73,926
Lifelong Learning - Library Entrance Upgrade	<input type="checkbox"/>	■ ■ ■ ■	95,000	0
Leisurelife - Emergency Management Switchboard	<input type="checkbox"/>	■ ■ ■ ■	5,000	0
Administration Centre - Accessibility	<input type="checkbox"/>	■ ■ ■ ■	70,000	235
Leisurelife - Reception and Cafe Area	<input type="checkbox"/>	■ ■ ■ ■	20,000	10,745
Police and Citizens Youth Centre - Switchboard	<input type="checkbox"/>	■ ■ ■ ■	15,000	0
Upgrade Lot 61 Lathlain Place - Zone 8 - Lathlain Precinct	<input type="checkbox"/>	■ ■ ■ ■	3,000	0
Renewal - Buildings				
Aqualife Centre - Pool Deck Floor (Stage 1)	<input type="checkbox"/>	■ ■ ■ ■	140,000	131,670
Air Conditioning System - Council Administration	<input type="checkbox"/>	■ ■ ■ ■	810,000	798,521
Shepperton Road Underpass - Retiling	<input checked="" type="checkbox"/>	■ ■ ■ ■	18,000	18,040
Aqualife Centre - Renew Leisure Pool - Water feature	<input type="checkbox"/>	■ ■ ■ ■	36,000	35,950
Aqualife Centre - Replacement of Boilers	<input checked="" type="checkbox"/>	■ ■ ■ ■	97,500	99,246
Aqualife Centre - Renew Spa Plant Room, Filter and Pipew	<input type="checkbox"/>	■ ■ ■ ■	17,000	0
Aqualife Centre - Tiling of 50m Swimming Pool	<input type="checkbox"/>	■ ■ ■ ■	16,000	2,738
Aqualife Centre - Renewal Circulation and Chemical Pumps	<input checked="" type="checkbox"/>	■ ■ ■ ■	5,000	7,897
6 Kent Street - Accessibility and Internal Renewal	<input type="checkbox"/>	■ ■ ■ ■	230,000	900
8 Kent Street - Accessibility and Internal Renewal	<input type="checkbox"/>	■ ■ ■ ■	200,000	1,100
Administration Centre - Fire Panel Replacement	<input type="checkbox"/>	■ ■ ■ ■	65,000	4,750
Aqualife Centre - Chemical Shed	<input type="checkbox"/>	■ ■ ■ ■	20,000	4,500
Aqualife Centre - Window Tinting	<input type="checkbox"/>	■ ■ ■ ■	8,000	7,825
Archer Street Toilets - LED Lighting	<input type="checkbox"/>	■ ■ ■ ■	2,000	0
Balbuk Reserve Toilets - LED Lighting	<input type="checkbox"/>	■ ■ ■ ■	2,000	0
Carlisle Reserve Clubrooms - Flooring Replacement	<input type="checkbox"/>	■ ■ ■ ■	19,000	18,010
Depot Rear Shed - Roof and Cladding Replacement	<input type="checkbox"/>	■ ■ ■ ■	180,000	954
GO Edwards Park Toilets (1) - LED Lighting	<input type="checkbox"/>	■ ■ ■ ■	2,000	1,685
GO Edwards Park Toilets (2) - LED Lighting	<input type="checkbox"/>	■ ■ ■ ■	2,000	1,796
Higgins Park Tennis Club - Kitchen	<input type="checkbox"/>	■ ■ ■ ■	40,000	0
Hubert Street Carpark Toilets - LED Lighting	<input type="checkbox"/>	■ ■ ■ ■	2,000	0
John Macmillan Park Toilets - Lighting and accessibility	<input type="checkbox"/>	■ ■ ■ ■	125,000	2,660
Leisurelife - Commercial Kitchen Flooring	<input type="checkbox"/>	■ ■ ■ ■	8,000	7,862



Capital Items Progress
For the month ended 28 February 2018

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Renewal - Buildings (continued)				
Leisurelife - Court Flooring	<input type="checkbox"/>	■■■■■	95,000	0
Leisurelife - Courts Lighting	<input type="checkbox"/>	■■■■■	28,000	25,097
Leisurelife - Emergency Exit Doors	<input type="checkbox"/>	■■■■■	24,000	18,700
Leisurelife - Entrance and Signage Renewal	<input type="checkbox"/>	■■■■■	25,000	23,342
Leisurelife - Gym Flooring	<input type="checkbox"/>	■■■■■	65,000	0
Leisurelife - Roofing	<input type="checkbox"/>	■■■■■	9,000	8,225
Leisurelife - Squash Courts (3 and 4)	<input type="checkbox"/>	■■■■■	65,000	58,180
Leisurelife - Toilets and Change Rooms	<input type="checkbox"/>	■■■■■	170,000	0
Library - Facility Lighting	<input type="checkbox"/>	■■■■■	50,000	24,132
Library - Fire Panel Replacement	<input type="checkbox"/>	■■■■■	35,000	5,000
Library - Public Area Carpets	<input type="checkbox"/>	■■■■■	100,000	0
McCallum Park Toilets - LED Lighting	<input type="checkbox"/>	■■■■■	2,000	0
Read Park Toilets - LED Lighting	<input type="checkbox"/>	■■■■■	2,000	0
Taylor Street Reserve Toilets	<input type="checkbox"/>	■■■■■	190,000	2,660
Victoria Park Carlisle Bowling Club - Toilets	<input type="checkbox"/>	■■■■■	55,000	2,160

Plant and Machinery	1,012,000	463,282
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New

Plant - Electric Bikes	<input type="checkbox"/>	■■■■■	10,000	6,336
Plant - Street Operations - High Pressure Cleaner and Trail	<input type="checkbox"/>	■■■■■	12,000	11,694

Renewal - Plant and Machinery

Purchase Major Plant - Light Truck Parks (160VPK - Plant 4)	<input type="checkbox"/>	■■■■■	103,500	103,216
Purchase Major Plant - Mower Slasher Parks (147VPK Plan	<input type="checkbox"/>	■■■■■	28,000	27,974
Purchase Major Plant - Mowing Trailer Parks (158VPK - Pla	<input type="checkbox"/>	■■■■■	24,000	23,940
Minor Plant Renewal - Low Value Pool - Parks	<input type="checkbox"/>	■■■■■	11,000	3,675
Minor Plant Renewal - Street Improvement	<input type="checkbox"/>	■■■■■	10,500	9,353
Minor Plant Renewal - Workshop Pressor (Replacing CVR#	<input type="checkbox"/>	■■■■■	10,000	0
Fleet - Aqualife - 1EMT367 (Plant 365)	<input type="checkbox"/>	■■■■■	22,500	22,241
Fleet - Asset Management - 179VPK (Plant 385)	<input type="checkbox"/>	■■■■■	25,000	0
Fleet - Building Services - 113VPK (Plant 368)	<input type="checkbox"/>	■■■■■	22,500	22,448
Fleet - Business Life Administration - 106VPK (Plant 369)	<input type="checkbox"/>	■■■■■	33,000	32,736
Fleet - Community Life Administration - 110VPK (Plant 371)	<input type="checkbox"/>	■■■■■	32,000	31,188
Fleet - Community Life Administration - 166VPK (Plant 379)	<input type="checkbox"/>	■■■■■	35,000	0
Fleet - Environmental Health - 116VPK (Plant 372)	<input type="checkbox"/>	■■■■■	21,000	20,838
Fleet - Leisurelife - 112VPK (Plant 364)	<input type="checkbox"/>	■■■■■	22,000	21,947
Fleet - Lifelong Learning - 164VPK (Plant 386)	<input type="checkbox"/>	■■■■■	25,000	183
Fleet - Ranger Services - 183VPK (Plant 366)	<input type="checkbox"/>	■■■■■	40,000	183
Fleet - Renew Life Administration - 111VPK (Plant 360)	<input type="checkbox"/>	■■■■■	35,000	183
Fleet - Street Improvement - 128VPK (Plant 384)	<input type="checkbox"/>	■■■■■	25,000	183
Fleet - Urban Planning - 108VPK (Plant 377)	<input type="checkbox"/>	■■■■■	25,000	24,911



Capital Items Progress
For the month ended 28 February 2018

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Renewal - Plant and Machinery (continued)				
Plant - Street Operations - High Pressure Cleaner (239)	<input type="checkbox"/>	■■■■□	5,000	0
Plant - Street Operations - High Pressure Cleaner (332)	<input type="checkbox"/>	■■■■□	5,000	0
Truck - Street Operations - 131VPK (44)	<input type="checkbox"/>	■■■■□	105,000	183
Truck - Street Operations - 145VPK (43)	<input type="checkbox"/>	■■■■□	150,000	183
Utility (Fleet) - Parks - 130VPK (283)	<input type="checkbox"/>	■■■■□	40,000	36,988
Utility (Fleet) - Parks - 148VPK (329)	<input type="checkbox"/>	■■■■□	30,000	0
Utility (Fleet) - Street Operations - 135VPK (287)	<input type="checkbox"/>	■■■■■	30,000	29,168
Utility (Fleet) - Street Operations - 141VPK (296)	<input type="checkbox"/>	■■■■□	45,000	0
Utility (Fleet) - Street Operations - 144VPK (297)	<input checked="" type="checkbox"/>	■■■■□	30,000	33,530
Furniture and Equipment			296,000	76,122
New - Furniture and Equipment				
Licence Plate recognition devices and equipment - Parking	<input type="checkbox"/>	■■■■□	9,000	0
Hardware, software and cabling - Parking Initiative	<input type="checkbox"/>	■■■■□	23,000	0
Edward Millen - Low Value Pool	<input type="checkbox"/>	■■■■■	6,500	6,486
VICPARK LED - Illuminated Lights	<input type="checkbox"/>	■■■■■	4,500	4,300
Renewal - Furniture and Equipment				
Renew Furniture & Equipment - Depot - Low Value Pool	<input type="checkbox"/>	■■■■□	6,000	670
Renew Minor Plant - Bins	<input type="checkbox"/>	■■■■□	11,000	0
Renew Furniture - Administration Centre - Low Value Pool	<input type="checkbox"/>	■■■■□	22,000	7,233
Parking Management Office - Office Furniture	<input type="checkbox"/>	■■■■□	5,000	0
Renew Furniture & Equipment - Aqualife - Low Value Pool	<input type="checkbox"/>	■■■■□	10,000	2,278
Renewal - Furniture & Equipment - Aqualife Cafe	<input type="checkbox"/>	■■■■□	5,000	0
Renewal - Equipment - Aqualife - Pool Scrubber	<input checked="" type="checkbox"/>	■■■■■	8,000	8,091
Aqualife - Crèche Furniture	<input type="checkbox"/>	■■■■□	4,000	0
Aqualife - Gymnasium Equipment (Assorted)	<input type="checkbox"/>	■■■■□	20,000	7,078
Aqualife - Pool Equipment	<input type="checkbox"/>	■■■■□	40,000	2,352
Renewal - Equipment - Leisurelife- Gym Equipment	<input type="checkbox"/>	■■■■□	20,000	4,140
Leisurelife - Court Floor Cleaner	<input type="checkbox"/>	■■■■□	20,000	17,146
Leisurelife - Bingo Furniture	<input type="checkbox"/>	■■■■□	7,000	6,889
Leisurelife - Sports Equipment	<input type="checkbox"/>	■■■■□	23,000	1,432
Renewal - Furniture & Equipment - Leisurelife Cafe	<input type="checkbox"/>	■■■■□	5,000	2,944
Renew Furniture & Equipment - Leisurelife - Low Value Pool	<input type="checkbox"/>	■■■■□	15,000	4,433
Renew Furniture & Equipment - Lifelong Learning - Low Value Pool	<input type="checkbox"/>	■■■■□	15,000	650
Renew Furniture & Equipment - Digital Hub - Low Value Pool	<input type="checkbox"/>	■■■■□	2,000	0
TAPP - Aqualife - Access and Inclusion Pool Hoist	<input type="checkbox"/>	■■■■□	12,000	0
TAPP - Aqualife - Disability Floatation devices	<input type="checkbox"/>	■■■■□	3,000	0



Capital Items Progress
For the month ended 28 February 2018

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Information Technology			945,000	235,271
New - Information Technology				
TAPP - Lighten Up - Mobile App Software	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	5,000	0
Library - RFID Self-Service System	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	90,000	0
New - Software - Mobile Health	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	100,000	0
New - Software - Client engagement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	8,000	13,235
New - Noise Monitoring Device - Environmental Health	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	25,000	6,365
Handheld Enforcement devices and associated equipment -	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	12,000	0
Renewal - Information Technology				
Hardware - Mobile Computing Devices	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	65,000	64,176
Network - Wi-Fi Network	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	47,000	46,991
Systems - Website, Intranet and Client Portal	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	85,000	0
Renewal - Information Technology				
Depot Communications System (Hardware)	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	5,000	4,997
Network Storage (Hardware)	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	38,000	37,033
Bookings Management System (Software)	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	50,000	0
Development Application System (Software)	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	110,000	41,873
Email Archival System (Software)	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	30,000	0
Leisure Facilities Management System (Software)	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	95,000	0
Library Management System (Software)	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	95,000	0
Records Management System (Software)	<input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	60,000	0
System Security (Software)	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	25,000	20,600
Roads			3,744,500	1,690,574
New - Roads				
New - Albany Highway - Pedestrian Crossing Safety Measures	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	43,500	48,914
New - Alday Street - Lane Channelisation	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	68,000	67,609
New - Enfield Street - Traffic Calming	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	89,000	83,633
Gallipoli Street - Egham Road to Enfield Street - Traffic Calming	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	25,000	0
Gallipoli Street - Egham Road to Howick Street - Traffic Calming	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	25,000	0
Goddard Street - Egham Road to Howick Street - Traffic Calming	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	25,000	0
Goddard Street - Midgley Street to Cookham Road - Traffic Calming	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	25,000	0
Hill View Terrace - Cycle Lane Extension and Ramps	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	15,000	0
McCartney Crescent - Goddard Street to Roberts Road - Traffic Calming	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	60,000	6,194
Saleham Street - Goddard Street to Gallipoli Street - Traffic Calming	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	55,000	776
Star Street - Intersection Safety Works at Briggs Street	<input type="checkbox"/>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	15,000	0



Capital Items Progress
For the month ended 28 February 2018

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Renewal - Roads				
Albany Highway - Duncan Street to Teddington Road	<input type="checkbox"/>	■■■■□	330,000	23,648
Asteroid Way - Star Street to Mercury Street	<input type="checkbox"/>	■■■■■	120,000	115,826
Bank Street - Oats Street to Milford Street	<input checked="" type="checkbox"/>	■■■■■	86,000	91,436
Berwick Street - Sussex Street to Basinghall Street	<input type="checkbox"/>	■■■■■	150,000	140,995
Bishopsgate Street - Oats Street to Mercury Street	<input type="checkbox"/>	■■■■■	49,000	48,880
Bolton Avenue - Glenn Place to Path (Northbound)	<input type="checkbox"/>	■■■■■	151,500	6,405
Bolton Avenue - Glenn Place to Path (Southbound)	<input type="checkbox"/>	■■■■■	104,000	116
Cookham Street - Gallipoli Street to Goddard Street	<input type="checkbox"/>	■■■■■	112,000	111,815
Goddard Street - Saleham Street to Bishopsgate Street	<input type="checkbox"/>	■■■■■	103,000	102,425
Raleigh Street - Mercury Street to Lion Street	<input type="checkbox"/>	■■■■■	130,000	111,804
Somerset Street - Shepperton Road to Bank Street	<input type="checkbox"/>	■■■■■	200,000	41,717
Swansea Street (West) - Dane Street to Cul-de-sac	<input type="checkbox"/>	■■■■■	178,000	172,795
Upgrade - Roads				
Upgrade Hillview & Berwick Intersection Stage 2	<input type="checkbox"/>	■■■■■	18,000	1,177
Upgrade - McCartney Crescent	<input type="checkbox"/>	■■■■■	22,500	0
Traffic Management Initiative - Shepperton Rd and Gresham	<input type="checkbox"/>	■■■■■	243,000	210,043
Traffic Management Initiative - Teddington St and Burswooc	<input type="checkbox"/>	■■■■■	204,000	160,747
Upgrade - Bishopsgate and Roberts Road - Pre Deflections	<input type="checkbox"/>	■■■■■	9,000	6,006
Upgrade - Oats Street and Star Street - Pre Deflections	<input checked="" type="checkbox"/>	■■■■■	3,500	3,634
Upgrade - Temple Street and Hordern Street - Traffic Island	<input type="checkbox"/>	■■■■■	500	360
Hill View Terrace and Oats Street - Intersection	<input type="checkbox"/>	■■■■■	180,000	0
Roberts Road and Orrong Road - Intersection	<input type="checkbox"/>	■■■■■	220,000	0
Rutland Avenue - Oats Street to Welshpool Road	<input type="checkbox"/>	■■■■■	450,000	0
Temple Street and Hordern Street - Intersection	<input type="checkbox"/>	■■■■■	135,000	133,618
Upgrade - Great Eastern Highway and Craig Street - Interse	<input type="checkbox"/>	■■■■■	100,000	0
Drainage			552,000	133,127
New - Drainage				
Drainage - Carnarvon Street	<input type="checkbox"/>	■■■■■	63,000	62,294
Drainage - Harris Street and Appleton Street - Stage 1	<input type="checkbox"/>	■■■■■	64,500	3,190
Drainage - Northampton Street	<input type="checkbox"/>	■■■■■	50,000	3,100
Lake View Terrace Drainage - To be constructed as part of	<input type="checkbox"/>	■■■■■	20,000	0
Renewal - Drainage				
Intersection Improvements - Hillview Terrace	<input type="checkbox"/>	■■■■■	87,500	0
Right Of Ways - Various Locations	<input type="checkbox"/>	■■■■■	45,000	0
Pipe Renewal- Various Locations	<input type="checkbox"/>	■■■■■	45,000	9,043
Pit Renewal- Various Locations	<input type="checkbox"/>	■■■■■	80,000	18,904
Sump Renewal- Various Locations	<input type="checkbox"/>	■■■■■	37,000	36,596
Upgrade				
Albany Highway - Hotspot 1 Drainage Master Plan	<input type="checkbox"/>	■■■■■	60,000	0



Capital Items Progress
For the month ended 28 February 2018

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Pathways			432,500	214,923
New - Pathways				
Bolton Avenue - Carpark to Main Entrance			26,000	26,180
Brodie Hall Drive - Turner Avenue to Hayman Road			42,500	42,360
Rutland Avenue P2P - Stage 2			20,000	0
Rutland Avenue Safe Active Street			25,000	0
Victoria Park Drive - Footpath Extension			50,000	0
Renewal - Pathways				
Berwick Street - Bush Street to Boundary Road (East)			40,000	0
Berwick Street - Bush Street to Boundary Road (West)			59,000	58,720
Forward Street - Welshpool Road to Swansea Street (East)			14,000	7,378
Pathway - Lathlain Precinct Redevelopment (Zone 2)			75,000	0
Mars Street - Oats Street to Cohn Street			24,000	23,968
Mint Street - Carnarvon Street to Shepperton Road			14,000	13,800
Oats Street - Hubert Street to Albany Highway			12,000	11,610
Star Street - Briggs Street to President Street			21,000	20,999
Star Street - Cohn Street to Briggs Street			10,000	9,908
Parks			3,786,000	221,679
New - Parks				
George Street Reserve Revegetation			80,000	27,349
Park Furniture and Equipment - Burswood Peninsula			75,000	448
Kensington Bushland - Jirdarup Signage			30,000	1,428
Manners Reserve - Shade Sails			25,000	0
New - Tree Plan- Tree Planting			35,000	6,588
Renew - Park Lighting - Poles and Floodlighting			20,000	7,500
Lathlain Park - New			1,500,000	31,473
Peninsula to Park - Landscaping			200,000	0
Emergency Works - Water Tank installation			50,000	0
Renewal - Parks				
Fletcher Park - Playground			60,000	0
Fraser Park - Playground			50,000	0
GO Edwards Park - Redevelopment			590,000	5,230
Harold Rossiter Park - Irrigation			160,000	89,180
Manners Reserve - Furniture			5,000	0
Park Signage - Various Locations			50,000	0
Renew - McCallum Park (Foreshore River Wall)			341,000	14,170
Renewal - Tree Plan - Tree Planting			75,000	0
Victoria Park Community Centre - Playground			20,000	0



Capital Items Progress
For the month ended 28 February 2018

Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Upgrade - Parks				
Upgrade - Entry Statements - Landscaping	<input type="checkbox"/>	■□□□	80,000	0
Upgrade - Higgins Park Tennis Club - Court Modifications	<input type="checkbox"/>	□□□□	300,000	0
Upgrade - Rayment Park	<input type="checkbox"/>	■□□□	40,000	38,312
Other Assets			1,575,000	812,292
New - Other Assets				
New - Lathlain Primary School / Rayment Park Carpark	<input type="checkbox"/>	■□□□	27,500	27,433
Car Parks - Harvey Street ACROD bays	<input type="checkbox"/>	■□□□	7,500	7,253
New Street Lighting - Purchase and Installation	<input type="checkbox"/>	■□□□	66,000	7,342
Purchase and Installation of parking meters	<input type="checkbox"/>	■□□□	75,000	0
Signage - Parking Plan Works	<input type="checkbox"/>	■□□□	130,000	0
New - Street Furniture - Various Locations	<input type="checkbox"/>	■□□□	35,000	8,071
Street Lighting - Safety Improvement at Various Locations	<input type="checkbox"/>	■□□□	25,000	0
Visual Art	<input type="checkbox"/>	■□□□	20,000	7,070
Burswood Peninsula Way Finding - Signs and Line marking	<input type="checkbox"/>	■□□□	50,000	0
Renewal - Other Assets				
Right of Way 51	<input type="checkbox"/>	■□□□	500,000	454,366
Street Furniture - Bus Shelters at Various Locations	<input type="checkbox"/>	■□□□	47,000	0
Street Lighting - Albany Highway and Laneways	<input type="checkbox"/>	■□□□	40,000	0
Car Parks - Carlisle Reserve	<input type="checkbox"/>	■□□□	100,000	0
Lighting - St James East Victoria Park - Safer Communities	<input type="checkbox"/>	■□□□	75,000	0
Upgrade - Other Assets				
Upgrade - Right of Way 31a & 31b	<input type="checkbox"/>	■□□□	23,000	22,701
Upgrade - Right of Way 45	<input type="checkbox"/>	■□□□	14,000	12,488
Right of Way 14 - Access Upgrade	<input type="checkbox"/>	■□□□	170,000	132,521
Tap and Go - Parking Meter Upgrade	<input type="checkbox"/>	■□□□	130,000	128,700
Street Lighting - Community Safety Projects	<input type="checkbox"/>	■□□□	40,000	4,347
Land			74,000	-
Upgrade				
Land - Upgrade: 25 Boundary Road Subdivision	<input type="checkbox"/>	□□□□	74,000	0

ECONOMIC DEVELOPMENT COMMITTEE

14.3 Recommendation from the Economic Development Committee – Telstra Perth Fashion Festival 2017 Sponsorship Evaluation

File Reference:	CMR/25/19
Appendices:	Yes

Date:	19 March 2018
Reporting Officer:	K. Griggs
Responsible Officer:	B. Killigrew
Voting Requirement:	Simple Majority

Executive Summary:

Recommendations from the Economic Development Committee:

1. That the Chief Executive Officer advise TPF (Fashion Council WA) that the Town is not satisfied with the outcome of the sponsorship.
2. That the Chief Executive Officer negotiate an acceptable outcome pertaining to the original agreed deliverables with the Sponsorship Agreement.
3. That a report be provided to the Economic Development Committee once an outcome has been determined.
 - The Town of Victoria Park provided sponsorship of \$57,000 to the Telstra Perth Fashion Festival (TPFF) in 2017/18 financial year. The Town has reviewed the outcomes of the sponsorship agreement, as contained within the post event report presented by Fashion Council WA.

TABLED ITEMS

Nil

BACKGROUND:

In July 2017, Fashion Council WA (FCWA) invited the Town to sponsor the 2017 Telstra Perth Fashion Festival's "Town of Victoria Park" program.

FCWA is a not-for-profit organisation which was established in 2008 as a peak industry body to represent the fashion and creative industries in Western Australia (WA). Over the past decade, FCWA has promoted, championed and represented the WA fashion and creative industries through an integrated program of events and services. The organisation's current program includes the following event platforms:

- Telstra Perth Fashion Festival;
- Swim + Resort Series; and
- WA Fashion Awards.

Historically the Telstra Perth Fashion Festival (TPFF) has comprised two major events – Fashion Central and Fashion Paramount, which have both been located within the City of Perth. In 2017 the format of the event changed so that Fashion Central ran in the City of Perth, and Fashion Paramount moved to a new location the Crown Pyramid within the Town

of Victoria Park. FCWA approached the Town with a proposal to sponsor elements of the Fashion Paramount event including the 'Future Runway' and 'International Runway' events with a sponsorship contribution of \$57,000, as well as in-kind support via promotion of the TPFF.

DETAILS:

At the Elected Members Workshop held on Tuesday 15 August 2017 a presentation was made by FCWA outlining the benefits of sponsoring the TPFF 2017, where there was an indication of "in principle" support for the sponsorship proposal.

At a Special Council Meeting on 5 September 2017, Council resolved to advise the Fashion Council WA that:

1. Its request for sponsorship to the value of \$57,000 for the Telstra Perth Fashion Festival for 2017 was approved.
2. Post event, a copy of the report measuring the impact of the festival across cultural, economic, creative and social outcomes was to be provided to the Town and the report presented to the Council's Economic Development Committee.

Following the Special Council Meeting on 5 September, a Sponsorship Agreement was signed by the Town and FCWA. The main deliverables which FCWA agreed to in the Sponsorship Agreement were:

Royalty free access for the Town to official TPFF campaign images, content and videos for use across Town marketing platforms;

- Future Runway Graduate Designer Exhibition and Meet 'n' Greets – an exhibition at the Victoria Park Centre for the Arts where students from Curtin University and South West Metropolitan TAFE will showcase their collections;
- TPFF video featuring Crown Perth to include the Town's logo and to be shared across TPFF digital platforms;
- International Runway Victoria Park Photoshoot - leading up to the International Runway event a photoshoot with the China Fashion Association's (CFA's) designer's collection was to take place featuring key locations in the Town;
- Entertainment Precinct Tour – CFA's presence provides the opportunity to showcase the Town as a leading entertainment precinct to an international market;
- Logo inclusion on all relevant Future Runway and International Runway event material;
- Logo inclusion on TPFF and FCWA websites' Partner pages;
- Features in 'Front Row' e-newsletter promoting Future Runway and International Runway;
- Dedicated marketing and communication strategy activating the Town's events;
- All Future Runway and International runway social media posts to include appropriate Town references handles and hashtags;
- Opportunity to collaborate on joint media statements and photo/interview opportunities with designers and Telstra Perth Fashion Festival representatives; and
- Allocation of Fashion Paramount tickets to the value of 10% of the partnership value, which could be used by the Town or for community purposes.

On 1 March 2018 the Town's evaluation, along with the TPFF Post Event Evaluation Report (Report) was presented to the Economic Development Committee.

Legal Compliance:

Section 6.8 of the *Local Government Act 1995* (Expenditure from municipal fund not included in annual budget) states –

1. A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —:
 - a) is incurred in a financial year before the adoption of the annual budget by the local government; or
 - (b) is authorised in advance by resolution*; or
 - (c) is authorised in advance by the Mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1) —
additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
2. Where expenditure has been incurred by a local government —
 - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
 - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Policy Implications:**REC5 SPONSORSHIP**

The objectives of this policy are to:

- Complement Council's strategic objectives;
- Increase economic vibrancy by raising the profile of the Town and achieving the Town's marketing and communications objectives (e.g. brand exposure); and
- Build relationships with key stakeholders.

Risk Management Considerations:

The risks identified prior to acceptance of the sponsorship are presented below, most related to the potential for a missed opportunity in sponsoring the event, notwithstanding evaluating the return to the Town on its investment.

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
Fashion Council WA do not deliver on the proposal submitted to the Town	Moderate	Unlikely	Moderate	Signed Sponsorship Agreement between both key stakeholders.

Risk & Consequence	Consequence + Rating	Likelihood = Rating	Overall Risk Analysis	Mitigation/Actions
If the Town does not sponsor the event then there is missed opportunity for an ongoing future partnership and retaining this unique event within the Town	Moderate	Likely	High	Continue to maintain contact with the FCWA representatives for potential future collaborations.
Overspend of \$57,000 from WO975 Sponsorship and Grants.	Moderate	Likely	High	Mid-year review of budget (options include either decrease spending by \$57,000 across numerous WO's or seek approval to transfer funds from a reserve)

Strategic Plan Implications:

Our vision for the future: The Town of Victoria Park: A dynamic place for everyone.

We are Perth's premier place for entertainment and entrepreneurship – The Town is the leading place in Perth where people look to be entertained or to design, launch and run their own small business. As a part of this, the Town's education establishments are contributing to fostering a feeling of entrepreneurship.

Strategic Outcomes:

Social – To promote sustainable, connected, safe and diverse places for everyone.

- S4 - A place where all people have an awareness and appreciation of arts, culture, education and heritage

Economic - To promote sustainable, diverse, resilient and prosperous places for everyone.

- Ec1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.

Financial Implications:

Internal Budget:

The Town provided \$57,000 sponsorship for TPFF in the 2017/18 financial year from the allocated Sponsorship budget.

Sustainability Assessment:

As per the signed Sponsorship Agreement, Fashion Council WA was to provide the Town by 30 November 2017, with a Report measuring the impact of the festival across cultural, economic, creative and social outcomes of the event. The Report, commissioned by FCWA and delivered by Pracsys was received by the Town on 30 January 2018.

Economic Outcomes:

The Report states the following direct and total economic impacts:

- Future Runway- Direct economic impact \$48,584 and total economic impact \$115,145; and
- International Runway- Direct economic impact of \$31,382 and total economic impact of \$74,376.

These figures appear to be based on visitor spends, as such it is important to note that the visitor breakdowns and additionality adjustments have been sourced from the 2016 Culture Counts surveys administered at Fashion Festival Paramount events, and applied to the 2017 attendance figures provided by FCWA. Average spend estimates have been sourced from the 2016 surveys and adjusted to account for inflation. An output multiplier of 2.37 has been applied to calculate overall impact, sourced from the ABS Input Output tables and Food and Beverage sector. Subsequently, the analysis is based on an assumption that the Fashion Paramount Events are comparative between 2016 and 2017, and does not take into account change of locality, event organisation, delivery and execution, and other variables which may influence an attendee's experience, opportunities to spend and so forth. As such, the economic impact, which is based upon 2016 surveys, should be taken as an estimate only, as it appears that detailed economic data was not collated for 2017.

FCWA has advised that it was not possible to target and measure the local economic impact for the Town.

Cultural Outcomes:

The Report measures the cultural outcomes of the TPFF relating to 'the place' (locality and quality of venues), and the quality of experience of patrons relating to social connection and creativity of the events. It does not measure cultural or social outcomes for the Town in a broader context, nor in relation to the Future Runway Winning Categories Exhibition at Victoria Park Centre for the Arts, where significant cultural and social outcomes were expected. Such feedback has been provided to FCWA.

Media Reporting:

Town officers have evaluated the impact of the sponsorship on the Town's brand through media reporting, and social media reporting. This is not an absolute assessment of the reach and impact to the Town's brand recognition and value.

The Town uses a media monitoring service through iSentia to capture mentions of the Town in the media, both traditional and online. A search of mentions of the Town in conjunction with TPFF between 1 July 2017 – 1 November 2017 showed 11 items, three of which were from the Town's own social media accounts. These items reached a cumulative audience of 420,739 people and had an Advertising Space Rate of \$27,469AUD.

Social Media Reporting:

Town of Victoria Park posted six separate Facebook posts relating to TPF and its events, reaching an audience of 20,800 people.

Social media initiated by TPF is summarised below:

Channel	Date	Link	Content	Traction
Facebook	1 September	http://vicpk.co/2heu50Z	Announcement of Chinese designer debut at TPF, ToVP tagged as partner	68 likes 3 shares 3 comments
Facebook	2 September	http://vicpk.co/2fiBMCU	Promotion of International Runway event. ToVP tagged as partner	4 likes 1 share
Facebook	3 September	http://vicpk.co/2f84geE	Promotion of TPF events in general. Town tagged as partner	8 likes
Facebook	14 September	http://vicpk.co/2yd67Xo	Promotion of TPF and Future Runway. Town tagged as partner	21 likes 4 shares 1 comment
Facebook	14 September	http://vicpk.co/2xQrYaK	Promotion of International Runway event. ToVP tagged as partner	5 likes 3 shares
Facebook	14 September	http://vicpk.co/2xcWuLy	Photo of Future Runway show. ToVP tagged as a partner	44 likes 1 share 2 comments
Instagram	14 September	N/A	Post by @telstraperthfashionfestival promoting Future Runway, tagging ToVP as sponsor	196 likes
Twitter	14 September	http://vicpk.co/2xxyYZn	Post by @perthfashfest promoting Future Runway event, ToVP tagged	2 retweets 3 likes
Facebook	15 September	http://vicpk.co/2ypiVux	Promotion of International Runway show. ToVP tagged as one of many partners	13 likes 2 shares

Facebook	15 September	http://vicpk.co/2wvSc26	Future Runway summary post-event – ToVP tagged among other sponsors	12 likes
Facebook	15 September	http://vicpk.co/2fhYGdp	Behind the Scenes of Future Runway post – tagged ToVP among other sponsors	23 likes 3 comments
Instagram	15 September	N/A	Post by @telstraperthfashionfestival promoting International Runway, tagging ToVP as sponsor	109 likes
Facebook	16 September	http://vicpk.co/2ycfK8z	Promotion of International Runway show – tagged ToVP among other sponsors	2 likes (incl. us)
Facebook	16 September	http://vicpk.co/2fhLWnh	Post featuring makeup look used for International Runway show – tagged ToVP among other sponsors	23 likes 1 share
Instagram	16 September	N/A	Posted by @keeping_up_with_karolina_audience members. ToVP tagged	104 likes 3 comments
Instagram	19 September	N/A	Posted by @shotbywilliam photographer, ToVP tagged among other partners	35 likes 3 comments

Sponsorship Agreement Deliverables:

Sponsorship deliverable	Agreement	Town officer comments	Delivered/Not Delivered
<ul style="list-style-type: none"> Royalty free access for the Town to official TPFF campaign images, content and videos for use across Town marketing platforms; 		<ul style="list-style-type: none"> Images were shared with the Town's communications team for use on social media. 	Delivered

<ul style="list-style-type: none"> Future Runway Graduate Designer Exhibition and Meet 'n' Greets – an exhibition at the Victoria Park Centre for the Arts where students from Curtin University and South West Metropolitan TAFE showcased their collections. 	<ul style="list-style-type: none"> The Town received notification of this event happening in the evening on 27 September. The exhibition ran from 2 October – 7 October, leaving little time for promoting it to our community. An article in the Canning Times published on 2 October did not mention the Town of Victoria Park as a partner. 	Not Delivered
<ul style="list-style-type: none"> TPFF video featuring Crown Perth to include Town's logo and to be shared across TPFF digital platforms. 	<ul style="list-style-type: none"> The Town did not receive, or see any videos featuring the Town logo. 	Not Delivered
<ul style="list-style-type: none"> International Runway Victoria Park Photoshoot - leading up to the International Runway event a photoshoot with the CFA's designer's collection will take place featuring key locations in the Town. 	<ul style="list-style-type: none"> The Town assisted in providing locations for this shoot to take place. The photo shoot took place on 14 September 2017. The Town has not yet received the images from this photo shoot. 	Not Delivered
<ul style="list-style-type: none"> Entertainment Precinct Tour – CFA's presence provides the opportunity to showcase the Town as a leading entertainment precinct to an international market. 	<ul style="list-style-type: none"> The Town invested significant time in organising a tour of the Town, and Curtin University for the delegation from CFA. Three of the CFA delegation were able to attend on the day. 	Partly Delivered
<ul style="list-style-type: none"> Logo inclusion on all relevant Future Runway and International Runway event material. 	<ul style="list-style-type: none"> The Town's logo appeared on the printed program for each of these events. 	Delivered
<ul style="list-style-type: none"> Logo inclusion on TPFF and FCWA websites' Partner pages. 	<ul style="list-style-type: none"> The Town's logo appeared on the partners section of the TPFF website, it has not appeared on the FCWA website. 	Partly Delivered
<ul style="list-style-type: none"> Features in 'Front Row' e-newsletter promoting Future Runway and International Runway. 	<ul style="list-style-type: none"> If this occurred there was no copy sent to the Town. 	Not Delivered
<ul style="list-style-type: none"> Dedicated marketing and communication strategy activating the Town events. 	<ul style="list-style-type: none"> This was not delivered. 	Not Delivered
<ul style="list-style-type: none"> All Future Runway and International Runway social media posts to include appropriate Town references handles and hashtags. 	<ul style="list-style-type: none"> Several posts on the official TPFF social media pages tagged or acknowledged the Town, however it was noted that some, particularly Future Runway posts did not mention the Town at all. 	Not Delivered

<ul style="list-style-type: none"> • Opportunity to collaborate on joint media statements and photo/interview opportunities with designers and TPF representatives 	<ul style="list-style-type: none"> • A Community News article was published on 15 September 17 which acknowledged the Town as a sponsor. The Town did not have input into the content of the article, but assisted in arranging the photo shoot, which took place at Edward Millen House. 	Delivered, but not to the Town's expectations
<ul style="list-style-type: none"> • Allocation of Fashion Paramount tickets to the value of 10% of the sponsorship value, which can be used internally by the Town or for community competitions. 	<ul style="list-style-type: none"> • These tickets were received as a mix of VIP and general admission tickets. VIP tickets were offered to Elected Members. Four staff attended both the Future Runway and International Runway show as VIPs to assess whether the terms of the sponsorship were being met, and to maintain and build the relationship with FCWA and the CFA. • A total of 25 Future Runway and 67 International Runway tickets were received. The Town gave these away to community members who expressed interest, and any remaining tickets were offered to staff to attend. Staff were required to declare these tickets as a gift. 	Delivered

Further Feedback:

Prior to the Future Runway show (of which the Town was a major partner) there were sponsor videos playing on the large LED screens either side of the runway. The Town was not offered the opportunity to have a video playing on these screens.

At the Future Runway event, a media wall featuring the Town's logo was not on display, despite being the major partner of the event. The Town was informed that the wall had been on display earlier in the night, but had mistakenly been taken down prematurely.

CONCLUSION:

Based on the Report as submitted by FCWA, Town Administration is unable to verify that the objectives of the Sponsorship policy, nor the following Strategic Community Plan outcomes have been met;

Social – To promote sustainable, connected, safe and diverse places for everyone.

- S4 - A place where all people have an awareness and appreciation of arts, culture, education and heritage; and

Economic - To promote sustainable, diverse, resilient and prosperous places for everyone.

- Ec1 – A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship.

That the investment in TPFF did not deliver the proposed outcomes within the sponsorship agreement.

RECOMMENDATION/S FROM THE ECONOMIC DEVELOPMENT COMMITTEE:

That the Chief Executive Officer:

- 1. Advise TPFF (Fashion Council WA) that the Town is not satisfied with the outcome of the sponsorship;**
- 2. Negotiate an acceptable outcome pertaining to the original agreed deliverables with the Sponsorship Agreement; and**
- 3. That a report be provided to the Economic Development Committee once an outcome has been determined.**

15 APPLICATIONS FOR LEAVE OF ABSENCE

16 MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17 QUESTIONS FROM MEMBERS WITHOUT NOTICE

18 NEW BUSINESS OF AN URGENT NATURE

19 PUBLIC QUESTION TIME

20 PUBLIC STATEMENT TIME

21 MEETING CLOSED TO PUBLIC

21.1 Matters for Which the Meeting May be Closed

21.2 Public Reading of Resolutions That May be Made Public

22 CLOSURE



**DECLARATION OF
FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT
IMPARTIALITY**

**TO: CHIEF EXECUTIVE OFFICER
TOWN OF VICTORIA PARK**

Name & Position	
Meeting Date	
Item No/Subject	
Nature of Interest	Financial Interest* Proximity Interest* Interest that may affect impartiality* <i>(*Delete where not applicable)</i>
Extent of Interest	
Signature	
Date	

Section 5.65(1) of the Local Government Act 1995 states that:

“A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by that member must disclose the nature of the interest:

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed”.