

# 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 6 March 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**

**2 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

<b>Mayor:</b>	Mr T (Trevor) Vaughan
<b>Banksia Ward:</b>	Cr C (Claire) Anderson Cr J (Julian) Jacobs Cr R (Ronhda) Potter Cr K (Karen) Vernon
<b>Jarrah Ward:</b>	Cr J (Jennifer) Ammons Noble Cr B (Bronwyn) Ife Cr V (Vicki) Potter (Deputy Mayor)
<b>Chief Executive Officer:</b>	Mr A (Anthony) Vuleta
<b>Chief Operations Officer:</b>	Mr B (Ben) Killigrew
<b>Chief Financial Officer:</b>	Mr N (Nathan) Cain
<b>Manager Development Services</b>	Mr R (Robert) Cruickshank
<b>Secretary:</b>	Mrs A (Alison) Podmore
<b>Public:</b>	

### 3.1 Apologies

### 3.2 Approved Leave of Absence

Jarrah Ward:

Cr B (Brian) Oliver

## 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 February 2018 be confirmed.

**8 PRESENTATIONS****8.1 Petitions**

**8.2 Presentations (Awards to be given to the Town)****8.3 Deputations (Planning / External Organisations)**

- 6:45pm      Haidar Almado – will do a short presentation as part of his marketing course and course requirements
- 6:50pm      Item 11.1      Geoff Mills will be in attendance to discuss the application.
- 6:45pm      Item 11.4      Tayne Evershed from Planning Solutions and Fred Chaney from Chaney Architecture will be in attendance to discuss this application.

**9 METHOD OF DEALING WITH AGENDA BUSINESS**



## **10 CHIEF EXECUTIVE OFFICER REPORTS**

There are no reports from the Chief Executive Officer.

## 11 CHIEF COMMUNITY PLANNER REPORTS

### 11.1 20 (Lot 28) Teague Street, Victoria Park - Retrospective Change of Use to Unlisted Use (Temporary Carpark)

<b>File Reference:</b>	PR3711
<b>Appendices:</b>	No
<b>Landowner:</b>	The Roman Catholic Archbishop of Perth
<b>Applicant:</b>	DWA Architects Pty Ltd
<b>Application Date:</b>	13 February 2018
<b>DA/BA or WAPC Ref:</b>	5.2018.94.1
<b>MRS Zoning:</b>	Urban
<b>TPS Zoning:</b>	Residential R40
<b>TPS Precinct:</b>	Precinct P6 'Victoria Park'
<b>Use Class:</b>	'Unlisted Use' (Carpark)
<b>Use Permissibility:</b>	At Council's discretion

<b>Date:</b>	27 February 2018
<b>Reporting Officer:</b>	S. McDonald
<b>Responsible Officer:</b>	R. Cruickshank
<b>Voting Requirement:</b>	Approval – Absolute Majority Refusal – Simple Majority

#### **Executive Summary:**

#### **Recommendation – Approval by Absolute Majority, subject to conditions**

- Application seeks approval to use the site for the purposes of a 'Carpark' until the end of December 2018. The applicant indicates that the car park is to be used for the parking of contractor vehicles associated with the construction of a new building on the school site at No. 15 Duncan Street.
- A 'Carpark' is not included as a Use Class in the Zoning Table and as such is an 'Unlisted Use', with approval being at Council's discretion.
- The application is subject to consultation with surrounding property owners and occupiers for 21 days in accordance with Local Planning Policy 37 – Community Consultation. Six (6) submissions had been received at the time of this report being written.
- The applicant contends that the temporary use of the site for car parking will lessen any parking or traffic impacts resulting from the construction works being undertaken on the School site.
- The use of Residential zoned land for car parking purposes is not consistent with the intent of the Scheme, however on the basis that the car park is to be used on a temporary basis only and will remove some parking and traffic pressures around the School and surrounding streets during construction works, the proposal is supported subject to stringent conditions.
- Accordingly, the application for a retrospective change of use to a temporary car park is recommended for Approval by Absolute Majority, subject to conditions.

#### **TABLED ITEMS:**

Nil

**BACKGROUND:**

On 23 March 2017 the Town received an application for the demolition of the existing dwelling at No. 20 Teague Street. Notwithstanding the existing dwelling being an 'original dwelling' in the Town's Residential Character Study Area, due to changes in State Planning legislation in October 2015, there was no ability for Council to refuse the demolition application. Accordingly a demolition permit was issued by the Town and the dwelling was then demolished.

On 27 April 2017 Council Officers approved a Development Application for additions and alterations to the existing educational establishment at No. 15 Duncan Street being for a new science block building.

In response to concerns expressed by nearby residents in relation to the demolition of the dwellings at Nos. 20, 28 and 30 Teague Street, and the possible future use of these properties for school related purposes, the Mayor and senior Council staff met with the School principal and other representatives to discuss these matters.

Prior to the commencement of building works at No. 15 Duncan Street, a draft Construction Management Plan was provided to the Town by the Project Manager outlining the intent for residential properties along Teague Street (that are owned by the Archbishop) to be used as temporary parking areas for construction workers, described as being for "Cars and Utes only".

Council Officers advised the Project Manager, Architect and School staff that the use of these residential properties for the purpose of car parking would require a separate development application to be lodged and considered by Council. A revised Construction Management Plan was subsequently prepared and submitted to the Town on 20 November 2017 with the reference to parking on the residential properties on Teague Street being removed and alternate transport and parking arrangements being outlined:

*"There will be no illegal parking on verges, footpaths or in restricted areas. All site personnel will be instructed to park in accordance with the council requirements. All trades will be encouraged to make use of nearby available public parking or public transport where possible. Use of public transport will be encouraged amongst all trades as much as possible and this will form part of the regular site tool box talks and construction site meetings"*

On 21 November 2017, the Town provided a formal response indicating that the revised Construction Management Plan was considered to satisfy the relevant conditions of the development approval.

Notwithstanding prior advice from Council Officers to the school regarding the use of the residential properties on Teague Street for parking purposes and the need for approval, the Town received a complaint from a nearby resident on 23 January 2018 advising that works had commenced at No. 20 Teague Street to create a hardstand area for car parking. At this point, Council Officers informed School representatives that the parking constituted an unauthorised change of land use and is required to cease immediately and not recommence until an approval (if any) is issued by the Town.

A retrospective development application was subsequently lodged on 13 February 2018. It should be noted that Council Officers have observed the continued use of the site for car parking despite the Town's advice that the use of the land for car parking is to cease until an approval, if any, is issued.

**DETAILS:**

The subject site is a residential zoned property that is opposite Ursula Frayne Catholic College. Both of these properties, No. 20 Teague Street and No. 15 Duncan Street respectively, are owned by the Roman Catholic Archbishop of Perth (hereby referred to as 'The Archbishop') and have a frontage to Teague Street. Additionally the properties at Nos. 22, 28 and 30 Teague Street are also owned by the Archbishop.

On the Application for Development Approval form, the applicant describes the proposed works/use as follows:

*"The College is seeking approval to utilise 20 Teague Street for overflow parking during construction of our new facilities. It is estimated that this temporary use will be required until the end of 2018. Approximately 12 vehicles will require access"*

The proposed development consists of 12 parking bays, an aisle for manoeuvring with access being taken from Teague Street via an existing crossover. No access is proposed from the adjoining Right of Way. The total hardstand area is approximately 482m<sup>2</sup> and (although annotated as 'gravel' in the plan provided) has currently been constructed with crushed limestone.

The School in correspondence dated 12 February 2018 states the following:

*"The College is seeking approval to provide temporary parking for EMCO on the property at 20 Teague Street whilst they construct new facilities for the College. The proposal highlights 12 bays for small/medium vehicles and would be used as overflow when the sites facilities are full. The capital works at the College are anticipated to be completed by the end of 2018. As such, this application for land use is of a temporary nature only, encompassing the 2018 calendar year.*

*The rationale behind this application is in regard to safety and traffic flow in the precinct. By taking contractors vehicles off the street, we believe the traffic flow will be improved, thus increasing safety for all concerned. A reduction in street parking would also minimise any impact of increased building traffic on that of our surrounding neighbours.*

*The choice of 20 Teague Street as the location is made on the basis that no adjacent properties are owned by external parties to the College or the Church. Our previous discussions identified the temporary use of 28 and 30 Teague Street for temporary parking, Initially it was felt that these properties represented a better alternative, given their close proximity to the building site. It is acknowledged that these properties do have external neighbours, thus prompting the proposal for 20 Teague Street."*

**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:

- Schedule 2, Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations);
- Schedule 2, Clause 68 of the Regulations;
- Clause 28 'Determination of an Application for an Unlisted Use'; and
- Statement of Intent contained in Precinct Plan P6 'Victoria Park Precinct'.

**Compliance with Development Requirements**

- TPS 1 Scheme Text, Policy Manual and Precinct Plan; and
- Local Planning Policy 3 – 'Non-Residential Uses in or Adjacent to Residential Areas'.

**Submissions:****Community Consultation:**

In accordance with Council's Local Planning Policy 'Community Consultation on Planning Proposals' (LPP37), the proposed Unlisted Use is subject to community consultation for a period of 21 days. This consultation consists of letters being sent to the owners and occupiers of surrounding properties and a sign being erected on site for the duration of the period for public comment

LPP 37 indicates that an Unlisted Use should also be advertised by way of public notices being placed in the Southern Gazette newspaper. In this instance, Council Officers were of the opinion that letters to directly surrounding property owners and occupiers, supplemented by a sign on-site was sufficient.

The period for public comment commenced on 14 February 2018 and will conclude on 8 March 2018.

At the time of this report being written, six (6) submissions had been received as outlined below. Any further submissions received will be reported to the Ordinary Council Meeting.

<b>CONSULTATION SUBMISSIONS</b>	
<i>Submission from owner/occupants of No. 32 Teague Street</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
Support- <ul style="list-style-type: none"> <li>• This would alleviate verge parking which currently obstruct my driveway's line of sight.</li> </ul> Concern - <ul style="list-style-type: none"> <li>• Support for the car parking is on the basis that it is temporary. Permanent car parking is not supported.</li> <li>• Expansion of Ursula Frayne into the residential area is not supported.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>

<i>Submission from owner/occupants of No. 22 Duncan Street</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
Objection- <ul style="list-style-type: none"> <li>• Proposal discourages public transport/ cycling and encourages car transport;</li> <li>• Car transport results in fumes, traffic and other negative amenity and sustainability impacts; and</li> <li>• The School appears to be expanding beyond the road.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>
<i>Submission from owner/occupants of No. 24A Teague Street</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
Objection- <ul style="list-style-type: none"> <li>• Ursula Frayne Catholic College acts with disregard for rules, doing what they like with no consequence;</li> <li>• Car parking is not appropriate for a residential area; and</li> <li>• The development taking place is an eyesore.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>
<i>Submission from owner/occupants of No. 34 Teague Street</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
Objection- <ul style="list-style-type: none"> <li>• Consultation with the community after works have already been undertaken is inappropriate and disingenuous.</li> <li>• Concern regarding the intentions of Ursula Frayne to properties along Teague Street.</li> <li>• Noise and disruption from development has been invasive.</li> <li>• Contractors have broken reticulation while verge parking.</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>
<i>Submission from owner/occupants of No. 7 Sunbury Street</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
<ul style="list-style-type: none"> <li>• As long as it is temporary, the proposed car park is acceptable.</li> <li>• Concerns regarding the future use/development of properties along Teague Street.</li> <li>• Demolition of existing houses and use of heavy vehicles have caused vibrations that have resulted in cracks appearing in nearby houses.</li> <li>• We are saddened by the changing face of Victoria Park as we see so many character homes disappear.</li> <li>• Nearby residents should be informed of the College's intentions for the area</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>

<i>Submission from owner/occupants of No. 26 Teague Street</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
<p>Objection-</p> <ul style="list-style-type: none"> <li>• The proposal is inconsistent with the applicable Precinct Plan which states: "Child care facilities, schools and recreational areas serving the day- to-day needs of residents may be appropriate additional uses for this residential area. All such uses shall be unobtrusive in scale and not adversely affect the amenity of adjacent residential uses."</li> <li>• Expansion or intensification of non-residential uses has adverse impacts on the amenity of surrounding residents.</li> <li>• Ursula Frayne Catholic College acts with disregard for due process, doing what they like with no consequence;</li> <li>• Extensive street/verge parking by contractors along Teague street is having a severe impact on nearby residents, and when No. 20 Teague street has been used for parking (without approval) this has not been used to full capacity while street/verge parking has remained an issue.</li> <li>• Contractors appear to prefer parking on the verges than using No.20 for car parking.</li> <li>• Ursula Frayne is directing parents away from using the parking at Saint Joachim's Church (No. 120 Shepperton Road). This goes against an agreement previously reached between the School, Residents and the Town of Victoria Park.</li> <li>• It is disingenuous that the College claim to be concerned regarding safety and verge parking, when they have previously stated this is of no concern to them.</li> <li>• Scepticism that the proposed car park will be limited to the parking of cars. Building rubble, skip bins and the wash down of cement trucks is considered likely.</li> <li>• The future use of properties along Teague street is of concern</li> </ul>	<ul style="list-style-type: none"> <li>• Noted</li> </ul>

**Policy Implications:**

Nil

**Risk Management Considerations:**

<b>Risk &amp; Consequence</b>	<b>Consequence Rating</b>	<b>Likelihood Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation / Actions</b>
If not addressed through appropriate conditions, there is a risk that an approved 'carparking' use would not be temporary, and the subject property would continue to be used in a non-residential manner indefinitely.	Moderate	Likely	High	a) Conditions of development approval specifying the limited time frame for the development, after which it is to be returned to a vacant state. b) Communication of these conditions to the applicant and school to ensure stakeholders are aware of, and understand, the conditions of approval
The proponent has a right of review to the State Administrative Tribunal against Council's decision, including any conditions.	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.

**Sustainability Assessment:**External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil



Environmental Issues:

Nil

**COMMENT:**

The application proposes the temporary use of the land for car parking by construction workers, until the end of 2018. In assessing the application, the following matters have been considered:

Precinct Plan P6 –Victoria Park Precinct

The Statement of Intent for Precinct Plan P6 – Victoria Park Precinct states the following:

*“The Victoria Park Precinct will remain as attractive and essentially low to medium scale residential area set on some of the highest land within the locality...”*; and

*“...Development or expansion of existing non-residential uses in the precinct will be limited, to safeguard residential amenity.”*

It is acknowledged that the use of Residential zoned land for car parking purposes is not consistent with the intended use of Residential zoned land. However the application seeks approval for car parking purposes for a temporary period of time rather than indefinitely. Furthermore it is accepted that the use of the land for temporary parking purposes for the period of the associated construction works, will remove some parking and traffic pressures that will occur in Teague Street during the construction phase.

In this respect the temporary car parking is considered to assist in preserving residential amenity during the construction of the new school building across the road, and therefore meeting the relevant part of the Statement of Intent for any non-residential uses to be limited to safeguard residential amenity. Additionally it is noted that one of the properties directly affected by the use of the land at No. 20 Teague Street as car parking, is No. 22 (also owned by the Archbishop) and it is considered that the use of the land for car parking, with appropriate conditions, has no actual impact upon the adjoining properties.

It should be emphasised that the support of Council Officers is on the basis that the use of the land for car parking is for a temporary period only, and that if the application sought an approval for car parking indefinitely, then Council Officers would not be accepting of such a proposal.

On a site visit undertaken on 15 February 2018, a truck and a skip bin were located in this parking area. The use of this property to park trucks and skip bins is not only considered to be inappropriate, but is also inconsistent with the School's advice that parking would only be for small/light vehicles.

The draft Construction Management Plan that originally proposed these lots be used as temporary parking areas for construction worker also stated that parking would be for “Cars and Utes only”. Recommended conditions of approval reflect this previously stated position.

### Determination of Application for an Unlisted Use

Clause 28 'Determination of Application for an Unlisted Use' of the Scheme states that Council must be satisfied that the proposal meets the requirements listed under deemed clause 67 of the Regulations. Accordingly the following relevant matters need to be considered:

- The aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;
- The requirements of orderly and proper planning;
- 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 amenity of the locality including the following –
  - The character of the locality;
- The adequacy of –
  - The proposed means of access and egress from the site; and
  - Arrangements for the manoeuvring and parking of vehicles.

While accepting that from a planning principles perspective that the use of the land for car parking is not consistent with the zoning of the land, the use is to be limited to a temporary period only, and in doing so will assist in relieving the additional traffic and parking pressures in Teague Street during the construction works, and conflict between school and construction vehicles.

From an amenity perspective, it is considered that the temporary use of the land for parking will have no adverse impact upon the adjoining residential properties by way of such items of noise and vehicle movements, noting that the School has an interest in at least one of the two adjoining residential properties.

### Local Planning Policy 3

Local Planning Policy 3 states the following:

*“Non-residential development on land which abuts land which is or may be used for residential purposes shall only be permitted where the nature of the non-residential use will not cause undue conflict through the generation of traffic and parking or the emission of noise or any other form of pollution which may be undesirable in residential areas”*

The proposed use is not a trip generator. Vehicle trips and movement is generated by the construction works occurring on the School site, with the subject land being used as overflow parking. Facilitating the use of this vacant site for the purpose of temporary parking is considered to, as discussed above, minimise undesirable conflicts in this residential area that may occur during the construction phase. Additionally it is described above that Council Officers are of the view that the temporary use has no actual adverse amenity impact upon nearby residential properties.

**CONCLUSION:**

The temporary change of use of the property at No 20 (Lot 28) Teague Street, Victoria Park to an Unlisted Use (Carpark) will not cause any significant amenity impacts in the area, and in fact is considered to have some benefits while the construction works occur on the School site. While a permanent car park would not be an appropriate use for this location, Council Officers consider this temporary carpark to be an acceptable development, subject to appropriate conditions.

Additionally, as to remove the uncertainty that currently exists in relation to the potential future use of the School's other properties in Teague Street, it is recommended that a Masterplan be prepared.

**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 DWA Architects Pty Ltd (DA Ref: 5.2018.94.1) for Retrospective Change of Use to Unlisted Use (Temporary Carpark) at No. 20 (Lot 28) Teague Street, Victoria Park as indicated on the plans and details dated received 13 February 2017 be Approved by an Absolute Majority subject to the following conditions:
  - 1.1 The 'car park' hereby approved is limited to use by light vehicles (eg – utes and cars) of builders, trades and other contractors involved in the building works at No. 15 Duncan Street. The subject property is not permitted to be used for heavy vehicle parking (eg. trucks) nor is permitted to be used as a material laydown/storage area.
  - 1.2 This approval authorises the use of the land for car parking until 31 December 2018 only. By no later than 28 January 2019:
    - i. the security fence to Teague Street shall be removed;
    - ii. the existing crossover to the lot shall be removed and the verge, kerbing and footpath being reinstated to the satisfaction of the Town; and
    - iii. the hardstand surface being removed and the land graded to ensure that the land is not predisposed to or trafficable for car parking.
  - 1.3 The use of the land for car parking is only authorised from 7am to 7pm Monday to Friday. The land is to be secured to prevent vehicle access and use as car parking at all other times.
  - 1.4 All stormwater runoff to be retained on site. Stormwater drainage to comply with the Town's "Stormwater drainage requirements for residential and commercial developments guidelines", which are available from the Town or the Town's website.
  - 1.5 The parking area is to be maintained so as to avoid dust nuisance to any residential area to the specifications and satisfaction of the local government.

- 1.6 The verge shall not be used for the purpose of vehicle parking or for overflow car parking.
- 1.7 Access and egress to and from the site shall be via the existing single crossover from Teague Street. No direct vehicle access is permitted to the adjoining Right of Way.
- 1.8 The existing crossover to Teague Street is to be kept serviceable to vehicles and in a tidy condition to the satisfaction of the Town.

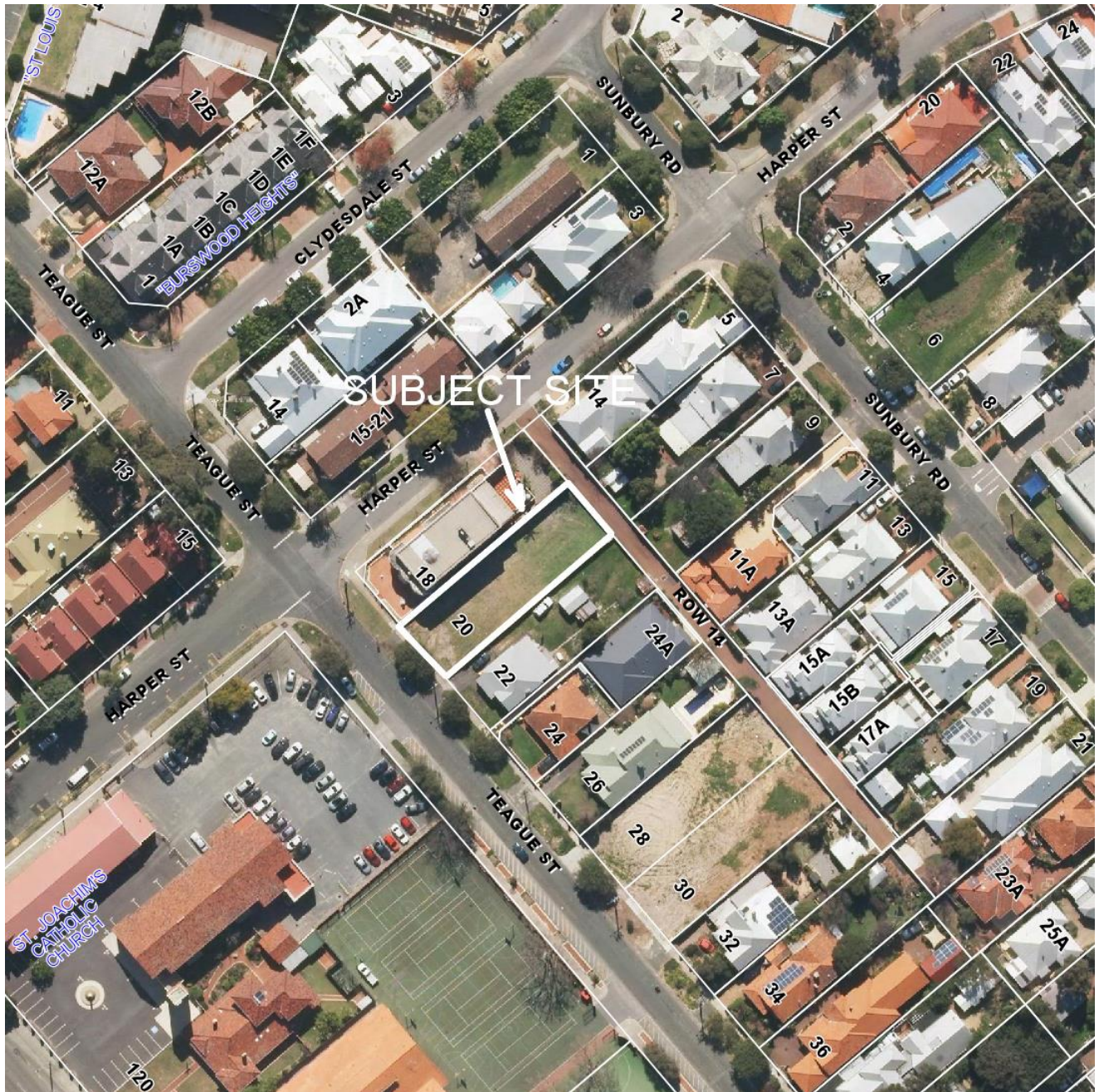
**Advice to Applicant:**

- 1.9 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.
- 1.10 Should the applicant be aggrieved by this decision a right of appeal may exist under the provisions of the Town Planning Scheme or the Metropolitan Region Scheme and the applicant may apply for a review of the determination of Council by the State Administrative Tribunal within 28 days of the date of this decision.
- 1.11 Any doors and gates which are located or are to be located on property boundaries adjoining road reserves, Rights of Way, drainage reserves, recreation reserves or other land under Council control are to be constructed in such a manner so that they do not swing out on to the road reserve, Right of Way, drainage reserve, recreation reserve or other land under Council control.
- 1.12 Any and all damaged sustained to kerbing, verge, footpaths, bitumen patching to roadways and any other infrastructure and services are to be made good by the applicant at their expense to the satisfaction of the Town or the relevant services authorities.

**(Absolute Majority Required)**

2. Those persons who lodged a submission regarding the application be advised of Council's decision.
3. Council requests the School to prepare a Masterplan for consideration by the Town, outlining the School's long term plans and intentions for the properties along Teague Street.





### 11.2 No. 184A (Lot 7) Shepperton Road, East Victoria Park – Amendment to Development Approval for Extension to Operational Times for Existing ‘Professional Office with Training Facility’.

<b>File Reference:</b>	PR23681
<b>Appendices:</b>	No
<b>Landowner:</b>	Mr A. Aveling
<b>Applicant:</b>	Mr A W De Boer (Auscare Group)
<b>Application Date:</b>	07 February 2018
<b>DA/BA or WAPC Ref:</b>	5.2018.81.1
<b>MRS Zoning:</b>	Urban
<b>TPS Zoning:</b>	Residential R40
<b>TPS Precinct:</b>	Precinct P10 ‘Shepperton’
<b>Use Class:</b>	‘Office’
<b>Use Permissibility:</b>	‘X’ Prohibited use (Non-Conforming use)

<b>Date:</b>	27 February 2018
<b>Reporting Officer:</b>	D. Rowley
<b>Responsible Officer:</b>	R. Cruickshank
<b>Voting Requirement:</b>	Simple Majority
<b>Executive Summary:</b> <b>Recommendation – Approval subject to conditions</b> <ul style="list-style-type: none"> <li>Development approval was granted for a ‘Professional Office with Training Facility’ on the subject property on 10 June 2003. The Applicant seeks to amend the approved operational hours, which include operational times on Sundays.</li> <li>Community consultation is being conducted in accordance with Council Policy. No submissions have been received at the time of writing this report.</li> <li>It is considered that the amendment proposal will not result in any adverse impact upon the amenity of surrounding and adjoining properties. Therefore, the amendment to the development approval is supported, with the operating times to be extended.</li> </ul>	

#### **TABLED ITEMS:**

Nil

#### **BACKGROUND:**

In 1991, approval was granted by the City of Perth to develop two (2) sites at the corner of Shepperton Road and Miller Street, accessed from the right-of-way (Butler Lane) and known as 184A Shepperton Road, for the purpose of local retail shops and car parking. While the uses were identified as ‘X’ (Prohibited) uses, the development was recognised as having non-conforming use rights.

Since the initial approval in 1991, there have been a number of non-residential uses approved on the site, which include a Fast Food Outlet and Shop (Liquor Store). More recently, the Council at its meeting on 10 June 2003 resolved to grant approval for a ‘Professional Office with Training Facility’ on the site, subject to the following conditions:

- “1. *Hours of operation of the Professional Office and Training Facility being restricted to 7.00 am to 7.00 pm Monday to Friday and 8.00 am to 12.00 noon Saturdays.*
2. *Any signage for the proposed Professional Office and Training Facility to be the subject of a separate sign licence application.*
3. *This approval authorises the use of the premises for the running of safety training courses for the mining industry together with offices associated with that use, and offices used for the design and assessment of safety systems for mining companies only.*
4. *This approved non-conforming use is limited strictly to a use consistent with the application for planning approval dated 3 April 2003, lodged by Tony Aveling & Associates Pty Ltd, except as modified by the conditions of approval.*
5. *Any modification of external materials, colours or finishes is to be submitted to the satisfaction of Manager Planning Services”*

The approved development confirmed five (5) full time staff and three (3) part-time staff with a limitation of 20 participants. A total of 12 car parking bays were required for the use, whereby 31 car bays were provided over the two (2) site areas, with a further 10 temporary bays on land at the corner of Miller Street and Shepperton Road reserved for future road widening.

An amendment to the 2003 approval was granted on 5 May 2016 under delegated authority, removing Condition No. 3 from the approval, to allow for a non-mining related business (Auscare Group) to operate in a similar manner to the approved ‘Professional Office with Training Facility’ use on the premises.

On 24 October 2017 a further application to amend the 2003 approval was received by the Council, proposing to modify Condition No. 1 of the approval, seeking additional operational times as follows:

- Monday to Friday – proposed change from 7:00am to 7:00pm to 7:00am to 8:00pm; and
- Saturdays – proposed change from 8:00am to 12:00noon to 8:00am to 5:00pm.

Community consultation was conducted for the proposed additional operational times. No submissions were received as result of consultation and hence, on 12 December 2017, the amendment application was also granted approval under delegated authority.

#### **DETAILS:**

A further amendment to the 2003 development approval has been received by Council, seeking further approval to increase the operational times of the ‘Professional Office with Training Facility’ on the subject site as follows:

#### **Proposed Operation Hours:**

- Monday to Friday - 7:00am to 9:00pm; and
- Saturday and Sunday - 8:00am to 5:00pm.

The applicant states that the increased operational times would provide greater flexibility and provide a range of course times that cater for members that are currently employed during normal business hours.



The applicant has submitted a supporting letter for the proposed extended hours stating objectives as below:

- *“The existing development on the land comprises ample on-site car parking to cater for the parking demand currently generated by the use, including the additional operating hours;*
- *The current use is a low intensity type use that is contained within the existing building on the land. As such, it is contended that the proposed extension to the operating hours of the existing business will not generate any impacts detrimental to the amenity of the district or to the health, welfare and safety of existing established uses on surround properties;*
- *The subject land is well serviced with access to public transport infrastructure (i.e. bus service), along with a pedestrian footpath network. As such, alternative modes of transport is currently provided for the patrons of Auscare Group;*
- *The subject site is located on the corner of two (2) regional roads, which currently generate a high level of ambient traffic noise. As such, noise generated by vehicle movements within the car parking area (up to 9pm) would be less than the noise generated by the traffic movements along both Shepperton Road and Miller Street;*
- *The proposed operating hours are consistent or even less than those hours of operation enjoyed by the previous, more intense commercial uses on the land;*
- *The proposed additional operating hours for the existing business on the land will not have any injurious impacts on the nearby and adjoining residential properties; and*
- *The proposed hours of operation are consistent and complimentary to other commercial type land uses along Shepperton Road, including a restaurant use adjacent the subject land along Shepperton Road. “*

**Number of staff and trainees:**

The applicant has confirmed that a maximum of 10 staff members and 60 participants are proposed at any one time on the premises.

No change to the existing commercial building on site is proposed by this application.

**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:

- 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 P10 ‘Shepperton Precinct’.

Compliance with Development Requirements

- Town Planning Scheme No. 1 Scheme Text and Precinct Plan P10;
- Local Planning Policy 3 ‘Non-Residential Uses in or Adjacent to Residential Areas’ (LPP3);
- Local Planning Policy 23 - Parking Policy (LPP23)



Under the provisions of LPP23, the parking requirement for 'Office' has been applied. The following car parking requirement is based on the current building plans for the site, which shows the 'Office/Administration' area being approximately 300m<sup>2</sup>:

Activity / Use	Parking Requirement	Bays Required
Office/administration (300m <sup>2</sup> )	1 per every 40m <sup>2</sup> of net floor area	7 (7.5) bays required
	<b>Total Required</b>	<b>7 bays</b>
	<b>Total Provided</b>	<b>31 bays</b>
	<b>Parking Surplus</b>	<b>24 bays (surplus)</b>

The 2003 approval allows for the site to be used as a 'Professional Office with Training Facility' with 12 on-site car bays required. While this application does not change the approved use and hence does not require additional on-site parking, it is noted that the applicant has confirmed that a maximum of 10 staff members and 60 participants are proposed at any one time on the premises. Therefore, for benchmarking purposes, Council Officers have assessed the application against the parking ratio requirements for 'Educational Establishment' under the provisions of LPP23 to ensure sufficient car parking bays can be provided for the number of staff/participants on site as below:

Activity / Use	Parking Requirement	Bays Required
Educational Establishment (10 staff and 60 trainees)	1 bay for every 4 students and 1 bay for every staff member	25 bays required
	<b>Total Required</b>	<b>25 bays</b>
	<b>Total Provided</b>	<b>31 bays</b>
	<b>Parking Surplus</b>	<b>6 bays (surplus)</b>

The use results in six (6) surplus car bays on the site, excluding the 10 temporary bays within the road widening area.

With regard to LPP3 'Non-Residential Uses in or Adjacent to Residential Areas' the Council recognises that certain non-residential uses can co-exist with and integrate into residential areas without adversely affecting residential amenity. This Policy acts as a guide in the decision making process of non-residential uses in or adjacent to residential areas to ensure the compatibility with existing nearby dwellings.

### **Submissions:**

#### Community Consultation:

In accordance with Council's Local Planning Policy 37 – 'Community Consultation on Planning Proposals', the proposed extended operational times has been the subject of community consultation with adjoining owners/occupiers for a period of 14 days. The consultation period commenced on 16 February 2018 and concludes on 2 March 2018. No submissions have been received at the time of writing this report.

### **Policy Implications:**

Nil

**Risk management considerations:**

<b>Risk &amp; Consequence</b>	<b>Consequence Rating</b>	<b>Likelihood Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation / Actions</b>
The proponent has a right of review to the State Administrative Tribunal against Council's decision, including any conditions.	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.

**Sustainability Assessment:**External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

**COMMENT:**

The subject site is located within an area of East Victoria Park, zoned 'Residential R40', which is bounded by Shepperton Road, Miller Street and a right-of-way (Butlers Lane).

In accordance with Council records, there have been non-residential uses present on the site since 1991. Relevantly, in 2003 Council approved the use of the site for 'Professional Office with Training Facility' and the site has been used for this purpose for some time. In approving the previous amendment applications to the 2003 approval under delegated authority in 2016 and 2017, Council Officers considered that the minor amendments would not result in any adverse impact upon the amenity of surrounding and adjoining properties and satisfied relevant performance criteria.

Item 3(a) of LPP3 states “*Non-residential development on land which abuts land which is or may be used for residential purposes shall only be permitted where the nature of the non-residential use will not cause undue conflict through the generation of traffic and parking or the emission of noise or any other form of pollution which may be undesirable in residential areas*”.

This application seeks a further extension to the operating times for the ‘Professional Office with Training Facility’ on the subject site and in considering this application to amend the current approval, relevant amenity considerations outlined in LPP3 is considered below.

#### Traffic and Car parking

The application proposes no changes to the existing on-site car parking and vehicle access on the subject site, which is accessed via Butler Lane from Miller Street and Boulder Street.

It should be noted that the site is well serviced with public transport infrastructure i.e. bus services and pedestrian footpaths.

The ‘Professional Office with Training Facility’ on the subject site has not largely altered from the 2003 approval and the site has the car parking capacity to accommodate the increased number of staff and participants of the Auscare Group.

Council’s Parking Management Business Unit was consulted in regards to parking and traffic matters in relation to the use and number of persons on the site at any one time. In this respect, while there was no major traffic or parking concerns raised, a number of complaints had been raised from the centre’s participants in relation to vehicle access onto Miller Street during peak hour traffic. The operator of the business was consulted by the Parking Management Business Unit in regards to the raised concerns, whereby advice was provided for their clientele to use the Boulder Street exit via Butler Lane during peak traffic periods.

Having regard to these comments, it is concluded that the proposed development will not unreasonably increase traffic volumes on the surrounding streets or create unsafe traffic conditions. However, Council Officers recommend a condition requiring the staff and participants to utilise alternative means of transport e.g public transport, carpool and for vehicles to exit the subject site via Boulder Street during peak traffic periods.

#### Noise and Disruption Implications

Although the operational noise of the ‘Professional Office with Training Facility’ may be minimal, the attendance and departure of staff and participants from the subject premises may be the only noise impact to nearby residential properties. However, as stated by the applicant, the noise generated by vehicle movements within the car parking areas on the subject site would be less than the high level of noise generated by vehicle movements along both Shepperton Road and Miller Street. In this respect the applicant’s proposal to commence operational times as below, is supported:

- Monday to Friday - 7:00am to 9:00pm; and
- Saturday and Sunday - 8:00am to 5:00pm.

#### **CONCLUSION:**

The use on the subject site is largely consistent with the approved development of 10 June 2003, in that it remains a business involving professional training and offices.

In considering the additional operating times, Council Officers are satisfied that the amenity of nearby residential properties will not be adversely affected.

In addition to recommending that Condition 1 of the 2003 approval be modified, it is recommended that Condition 4 of the same approval be deleted to remove any ambiguity that the use is to only be by Aveling Training.

It is therefore recommended that the application 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 Mr A W De Boer of Auscare Group (DA Ref: 5.2018.81.1) for Amendment to Development Approval for Extension of Operating Times for the Existing 'Professional Office with Training Facility at 184A (Lot 7) Shepperton Road, East Victoria Park as indicated on the submitted documents date stamped received 7 February 2018, be Approved subject to the following conditions:**
  - 1.1 Condition No. 1 of Planning Approval DA 03/0190 dated 10 June 2003 being modified to read as follows:**
    - a. *Hours of operation of the Professional Office and Training Facility being restricted to 7:00am to 9:00pm Monday to Friday and 8:00am to 5:00pm Saturday and Sunday.***
  - 1.2 Condition No. 4 of development approval DA Reference No. 03/0190 dated 10 June 2003 being deleted.**
  - 1.3 Remainder of development complying with Development Application DA 03/0190 approved on 10 June 2003.**
  - 1.4 The staff and participants of the 'Professional Office and Training Facility' are encouraged to utilise alternative means of transport e.g. public transport and carpool and it is recommended for vehicles to exit the site via the Boulder Street exit during peak hour traffic periods.**

#### **Advice to Applicant:**

- 1.5 Sound levels created are not to exceed the provisions of the Environmental Protection (Noise) Regulations 1997.**
- 2. Those persons who lodged a submission regarding the application be advised of Council's decision.**





### 11.3 46/328 Albany Highway Victoria Park – Change of Use from Office to Educational Establishment

<b>File Reference:</b>	PR3634
<b>Appendices:</b>	No
<b>Landowner:</b> <b>Applicant:</b>	Slava Skorda Australian NIT Education Group Pty Ltd T/A Swan Institute Australia
<b>Application Date:</b> <b>DA/BA or WAPC Ref:</b> <b>MRS Zoning:</b> <b>TPS Zoning:</b> <b>TPS Precinct:</b> <b>Use Class:</b> <b>Use Permissibility:</b>	6 December 2017 5.2017.1004.1 Urban District Centre Precinct P11 'Albany Highway' Educational Establishment 'P' (Permitted) use

<b>Date:</b>	21 February 2018
<b>Reporting Officer:</b>	M. Hancock
<b>Responsible Officer:</b>	R. Cruickshank
<b>Voting Requirement:</b>	Simple Majority
<b>Executive Summary:</b> <b>Recommendation – Approval subject to conditions.</b> <ul style="list-style-type: none"> <li>• Application seeks to change the use of an existing commercial tenancy approved as “Office” to “Educational Establishment” which is a ‘P’ (Permitted) Use in the District Centre Zone.</li> <li>• Community consultation was undertaken for two periods of 14 days consisting of letters to surrounding property owners/occupiers. The consultation period commenced on 8 February 2018 and concluded on 22 February 2018. Additional letters were sent to the owners and occupiers of 328 Albany Highway on 20 February 2018, with consultation concluding on 7 March 2018.</li> <li>• The application proposes a 10 bay parking shortfall on the site.</li> <li>• The application is recommended for Approval subject to conditions.</li> </ul>	

#### **TABLED ITEMS:**

Nil

#### **BACKGROUND:**

The subject site was approved as an “Office” in February 1997. In December 2017 the Town received a Building Permit application for the internal works at the subject site.

#### **DETAILS:**

The broader site at No. 328 Albany Highway, Victoria Park is approximately 2628m<sup>2</sup> and contains an existing commercial building. The subject site is a strata titled property (Strata Plan 16038) comprising of 51 lots. The subject site is identified as Unit 46 No. 328 Albany Highway, Victoria Park and is situated across two floors, currently operating as an “Office”.

An application has been received seeking approval to change the use of the subject tenancy from “Office” to “Educational Establishment”. The subject site is within the Albany Highway Precinct and is zoned District Centre. No external changes are proposed as part of the application. The proposed “Educational Establishment” contains three (3) separate classrooms which operate as follows:

Day	Time	Number of Classes	Maximum Number of Regular Students
Monday to Thursday	9.00am to 3.00pm	3	54
Friday	9.00am to 12.00pm	3	54
Monday to Friday	5.00pm to 9.15pm	2	36

The proposed “Educational Establishment” provides a range of vocational courses, including administration and English languages courses catering to international students. Twice a year, the proposed “Educational Establishment” will host international study tours which run for four weeks at a time. These tours will comprise of high school age (14 – 17 years of age) students who are transported to and from the facility via a charter bus. A maximum of an additional 50 students will attend study tours, only accessing the site by the designated bus.

The proposed “Educational Establishment” will employ a total of seven (7) staff, with a maximum of three (3) on the premises at any given time. Two (2) car parking bays are provided on site being for the Principal and one (1) for ACROD permit holders.

### **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, Precinct Plan and Local Planning Policies;
- Local Planning Policy 23 'Parking Policy'; and
- Local Planning Policy 30 'Car Parking Standards for Developments along Albany Highway'

### **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 'Victoria Park Shopping Area' section of the Precinct reads:

*“Non-retail uses, including residential accommodation, are appropriate behind and above street front uses .”*



The proposed development addresses the intent for the Albany Highway Precinct by way of offering a wider variety of commercial uses and being located within one of the three nodes. Furthermore, the applicable tenancy is not Albany Highway facing and partially located on an upper floor.

**Local Planning Policy 23 – Parking Policy and Local Planning Policy 30 – Car Parking Standards for Developments along Albany Highway:**

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 is Educational Establishments – Academy or other educational centre. In this regard, the applicable car parking standard is one (1) parking bay for every four (4) students and one (1) parking bay for each member of staff. This results in a total of 17 car parking bays being required for the proposed development.

Further to the provisions of LPP 23, the Town's Local Planning Policy 30 – Car Parking Standards for Developments along Albany Highway (LPP 30) outlines historical dispensations for car parking requirements. As such, LPP 30 stipulates that all existing development above ground floor approved prior to 30 September 1998 within the District Centre Zone will be assessed on the basis that the approved use for the purposes of parking is "Office". As a result, proposed change of use applications may be eligible for an effective historical car parking shortfall. The existing use was approved in June 1987 as an "Office" and is therefore subject to the provisions of LPP 30. In this regard, the following table outlines the car parking assessment:

Parking Standards	Required (No. Bays)
<b>Proposed Use: Educational Establishment – Academy or other educational centre</b>	
1 bay for every 4 students	14
1 bay for every staff member (at any given time)	3
Total Parking Requirement	17
<b>Previous Use: Office</b>	
1 bay for every 40m <sup>2</sup> of net floor area	7

As demonstrated in the table above, the overall car parking shortfall proposed is 10 car parking bays.

**Submissions:**

Community Consultation:

As the proposal demonstrates non-compliance in relation to parking, Local Planning Policy 37 'Community Consultation on Planning Proposals' required the application 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 8 February 2018 and concluded on 22 February 2018. Additional letters were sent to the owners and occupiers of 328 Albany Highway on 20 February 2018, with consultation concluding on 7 March 2018. Any further submissions received between the time of the writing of this report and the Ordinary Council Meeting will be included for the Agenda. To date seven (7) submissions have been received as outlined below.



<b>CONSULTATION SUBMISSIONS</b>	
<b>Comments Received</b>	<b>Officer's Comments</b>
<p>In relation to the change of use to education.</p> <p>I don't support this motion.</p> <p>The parking in this area is terrible and highly sort having long term students parking in these areas will only add to the pain. The application doesn't comply to the required bay and as such should not be approved. Overflow will probably occur onto the rear parking off Harper street and the strata company has already had to engage clamping service to stifle the unapproved parking.</p> <p>In conclusion. There are a lot business along Albany Highway, if we allowed this to occur for all who applied it would be a disaster. The area is struggling now for parking and this will only impact the area in a negative way. I strongly do not support the change of use application.</p>	<p>Submission noted. Refer to Car Parking and Traffic Implications section of report.</p>
<p>I received a notice about a Change in use of carpark to Lot 26 / 328 Albany Hwy, Victoria Park. It says that the car park will be increased to 10 bays. Can you please clarify whether this means that Lot 26 will be given 10 bays of the carpark used by the tenants of 328 Albany Hwy? Or are they proposing to build and extend the carpark to add another 10 additional car bays?</p> <p>The number of carbays available to 328 Albany Hwy is limited and restricted as it is. I don't think it would be fair for Lot 26 to take up 10 of the bays which then mean that there will be 8 bays less for the other tenants, if they are not going to build extra parking bays to accommodate their students/teachers.</p> <p>Can you please kindly clarify?</p>	<p>Submission noted. Refer to Car Parking and Traffic Implications section of report.</p> <p>To further clarify, the application does not propose to utilise any more than two (2) car parking bays on the subject site.</p>

<p>I object to the change of use. This is a business building not an educational institute. We need a quiet environment for work and please take note that there a few psychologists here. Having that many students here will not be a conducive work environment. There will also be a problem with toilet facilities.</p> <p>Parking is already a nightmare. At the moment there are 25 parks for 50 Units and some units are entitled to 2 parks – there is already a shortfall and this school wants nearly half of the current parks? I object to that.</p>	<p>The subject site is zoned “District Centre” in accordance with TPS1, an “Educational Establishment” is a “P” (Permitted) Use in the “District Centre” zone.</p> <p>Facilities such as bathrooms are the responsibility of the strata body corporate.</p> <p>Submission noted. Refer to Car Parking and Traffic Implications section of report.</p>
<p>I have no objection to the educational establishment within the building. However, I have a concern in relating to the parking. The building has common area for parking; every occupier of the building can park their car based on first come first serve basis. The total number of car bays is less than the total number of units in the building; hence parking is a battle for almost everyone.</p> <p>If the educational establishment is given the exclusive use of the parking bays where everyone in the building has been parking; there will be nothing left for us who works in the building.</p> <p>I am supporting the educational establishment providing that the parking issue is addressed and allocated at another location (not at the back of the building where everyone who works in the building have been parking)</p>	<p>Submission noted. Refer to Car Parking and Traffic Implications section of report.</p> <p>To further clarify, the application does not propose to utilise any more than two (2) car parking bays on the subject site.</p>
<p>We do not agree for 46/328 Albany Highway Victoria Park WA 6100 to get more parking space as we always do not have space to park and we need to park at the road side. Sometimes our car got locked as well. We definitely disagree on the application made by lot 46.</p>	<p>Submission noted. Refer to Car Parking and Traffic Implications section of report.</p>

<p>I'm writing to express my concern regarding this manner. I currently have access to only 24 car bays that are always full so I would not support a change to the parking policy for 328 Albany Hwy, Vic Park.</p> <p>Outside of the applicants (Unit 46) allocated parking of 5 bays I would strongly disagree to any change that would allow them to have access to anymore. I'm sure on agreement of their lease they would have known that this was going to be an issue.</p>	<p>Submission noted. Refer to Car Parking and Traffic Implications section of report.</p> <p>To further clarify, the application does not propose to utilise any more than two (2) car parking bays on the subject site.</p> <p>The application does not seek to change the Town's LPP 23, instead the application is for a variation to that Policy in the form of a car parking shortfall.</p>
<p>I write expressing my concerns regarding the proposed Change of Use to Educational Establishment.</p> <p>Car parking is extremely scarce in the area of Victoria Park immediately surrounding the above mentioned property. Any loss of parking will have a detrimental impact on the other surrounding businesses.</p> <p>Vicinity Centres owns the adjoining shopping centre, Victoria Park Central 360 Albany Hwy. This property has around 230 car bays. We are faced daily with the problem of maintaining adequate parking bays for the Centre's own customers.</p> <p>We are considering introducing paid parking at Victoria Park Central as a means to deter non Centre patrons filling our car parks (staff of businesses on Albany Hwy and their customers).</p> <p>At peak times (between 11am – 3pm) our car park occupancy rates average over 95%. Coincidentally this is not the busiest time within our Centre.</p> <p>We strongly object to any neighbouring landowners reducing their car parking capacity as their patrons will substitute the lost bays with ours in Victoria Park Central.</p>	<p>Submission noted. Refer to Car Parking and Traffic Implications section of report.</p> <p>The proposed application does not seek to reduce the car parking capacity of the subject site. The application proposes to approve a reduced number of bays being provided.</p>

### 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, public parking facilities, siting within an Activity Centre, and the inclusion of end-of-trip facilities.

**Risk Management Considerations:**

<b>Risk &amp; Consequence</b>	<b>Consequence Rating</b>	<b>Likelihood Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation / Actions</b>
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.

Social:

S2 – An informed and knowledgeable community.

**Sustainability Assessment:**

External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

**COMMENT:****Car Parking and Traffic Implications**

As outlined above, the proposed “Educational Establishment” generates a total car parking requirement of 17 bays with a 10 bay shortfall. The two (2) onsite car parking bay passes are reserved for the institutions Principal and one (1) for ACROD permits holders. The Applicant has provided justification of the acceptability of the proposed car parking shortfall as follows:

- The students who attend the college are generally aged between 14 – 17 years old and are therefore predominately too young to legally drive;
- The students attending, being international students, are unlikely to be picked up and dropped off in private vehicles;
- All students are international and are unlikely to own a vehicle;
- Students will be encouraged to either catch public transport or walk to the subject site;
- The organisation maintains records of students who wish to drive their own vehicle to the facility. Out of the 653 students who attended in the last 5 years only three students have requested the opportunity to drive; and
- Students who attend the twice yearly study tours are transported to and from the facility by a dedicated charter bus.

Ordinarily an “Educational Establishment” can potentially result in a high number of vehicle visits by staff and students. However, as demonstrated above, the primary users of the facility represent a low likelihood of privately commuting to the facility. Excluding the Principal and one ACROD permit holder, any private vehicle visitations to the facility will likely utilise on street car parking.

The proposed “Educational Establishment” will have a maximum of three (3) staff members on the premises at any given time. Presuming all students attend the facility without the use of a private vehicle, the effective car parking need generated would be three (3) car parking bays. The Principal will have a dedicated car parking bay, thereby resulting in two (2) staff members requiring car parking.

In summary the most likely outcome of the proposed “Educational Establishment” will result in an additional two (2) private vehicles utilising on street car parking. Overall, this is considered a minor increase in the demand for car parking within the area and can be adequately accommodated. The subject site has excellent access to public transport, pedestrian and cycling infrastructure. As such, there is a likelihood that the two (2) remaining staff members may use alternate forms of transport to access the site.

Details of the chartered bus have not been provided as part of the application. In this regard, the Town will recommend a condition being imposed which requires a Management Plan be submitted to the Town for endorsement prior to the issuing of an Occupancy Permit.

**Deemed Clause 67**

As the proposed development is non-compliant with a requirement of Town Planning Scheme No.1 Council must be satisfied that the proposal meets the requirements listed under Clause 29(3) of the Scheme. In this respect:

- **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 proposed “Educational Establishment” is located within an existing building and does not propose any external alterations.
- **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. The proposed use will improve vitality in this particular part of the Precinct, and the shortfall in parking bays will be negated by the specific type of students attending the facility and the high degree of alternative transport options available.
- **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.**  
The Town notes the extremely high provision of public transport, access to cycling lanes and pedestrian paths in the area. Furthermore, the low likelihood of students having access to private vehicles is deemed as being the primary basis for a minimal increase in traffic.
- **Any submissions received on the application.**  
A number of applications were received in relation to the proposed “Educational Establishment”. As detailed in the Community Consultation section of the Report, the Town is of the view the parking concerns have been adequately addressed.

## **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 Central’ section. It will therefore not adversely impact on adjoining properties or the general character of the area.

Having regard to the above and deemed Clause 67, it is recommended that the application 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 Australian NIT Education Group Pty Ltd T/A Swan Institute Australia (DA Ref: 5.2017.1004.1) for Change of Use from “Office” to “Educational Establishment” at Unit 46 No. 328 (Lot 15) Albany Highway, Victoria Park, as indicated on the plans dated received 6 December 2017 be Approved subject to the following conditions:**
  - 1.1 **Prior to the issuing of an occupancy permit, a management plan being prepared and submitted to the satisfaction of the Town outlining arrangements for the parking of the student character bus and the loading/unloading and safe movement of people;**

- 1.2 There being a maximum of three (3) staff and 54 students on-site at any one time, with the exception of the proposed additional study tour participants (see condition 1.3);
- 1.3 The study tours are to be conducted no more than two (2) times per year, with all students to be transported to/from the site by charter bus only;
- 1.4 The development, once commenced, is to be carried out in accordance with the approved plans at all times, unless otherwise authorised by the Town; and
- 1.5 Operation of the approved “Educational Establishment” to be in accordance with details provided in correspondence from the applicant date received 6 December 2017. Any changes to the operations will require lodgement of a new application for development approval for consideration by Council.

**Advice to Applicant:**

- 1.6 The applicant/owner should refer to the Requirements of Other Council Business Units, enclosed with this development approval, which are relevant to the submission of a building permit and/or the carrying out of the development for which this approval is granted. This development approval does not remove the need to obtain licences, permits or other forms of approval that may be required under other legislation or requirements of Council;
  - 1.7 This approval does not include the approval of any signage. Any signage for the development to be the subject of a separate sign licence application, in accordance with Council’s Signs Local Law. Please also note that should any signage not comply with the Signs Local Law a separate development approval will need to be obtained prior to a sign licence application being submitted to the Council; and
  - 1.8 The development approval is granted on the merits of the application under the provisions of the Town of Victoria Park Town Planning Scheme No. 1 and does not constitute approval for the purposes of the Strata Titles Act 1985 or its subsidiary regulations nor affect any requirement under the by-laws of the body corporate in relation to a proposed development pursuant to such legislation.
2. Those persons who lodged a submission regarding the application be advised of Council’s decision.







## 11.4 Rowethorpe Village Masterplan – No. 4-10 (Lot 4) Hayman Road and No. 145-165 (Lot 5) Hillview Terrace, Bentley

<b>File Reference:</b>	PLA/6/38
<b>Appendices:</b>	Yes
<b>Landowner:</b>	Uniting Church Homes
<b>Applicant:</b>	Chaney Architecture
<b>Application Date:</b>	24 November 2017
<b>MRS Zoning:</b>	Urban
<b>TPS Zoning:</b>	Special Use
<b>TPS Precinct:</b>	Precinct P 13 'Curtin'

<b>Date:</b>	21 February 2018
<b>Reporting Officer:</b>	C. McClure
<b>Responsible Officer:</b>	R. Cruickshank
<b>Voting Requirement:</b>	Simple Majority

### **Executive Summary:**

#### **Recommendation – Approval of the Masterplan**

- Rowethorpe Village is located at No. 4-10 (Lot 4) Hayman Road and No. 145-165 (Lot 5) Hillview Terrace, Bentley.
- A Masterplan has been submitted to Council which guides the long term strategic direction for the future planning and development of the Rowethorpe Village and is designed to be used in the assessment of development applications.
- The Masterplan arranges the village into six precincts, and provides objectives and development requirements for each precinct.
- The proposal was subject to community consultation for 28 days with four (4) submissions being received.
- It is recommended that Council approve the Masterplan and accompanying reports for Rowethorpe Village prepared by Chaney Architects dated received 15 December 2017.

### **TABLED ITEMS:**

Nil

### **BACKGROUND:**

Council approved a Masterplan for Rowethorpe Village prepared by Roberts Day Town Planning and Design at its Meeting on the 28 September 2004. This document guided the future partial redevelopment of the site over an 8 to 10 year time frame. The development of Rowethorpe Village anticipated by this Masterplan has now been largely completed.

### **DETAILS:**

Rowethorpe Village is located at No. 4-10 (Lot 4) Hayman Road and No. 145-165 (Lot 5) Hillview Terrace, Bentley. The site comprises land bounded by Hayman Road to the southwest, Marquis Street to the southeast, Hill View Terrace to the east, Adie Court to the northwest and the Bentley Park aged care complex to the north.

The Masterplan guides the long term strategic direction for the future planning and development of the Rowethorpe Village and is designed to be used in the assessment of development applications. Development that is consistent with the Masterplan will be 'deemed to comply' and provide certainty to Juniper and its community regarding the future planning and development of the Village.

The Masterplan provides for the eventual replacement of the majority of existing building and infrastructure over a 30 year time frame. The indicative ultimate yield of the Masterplan is compliant with the R40 density of the site as per the following:

Land Use	Current Yield	Masterplan Yield
Residential care beds	257	284
Independent living units	210	555
Community and commercial floor space (m)	N/A	6, 600

No minimum or maximum development yields are prescribed in order to maintain flexibility at the development application stage.

The Masterplan arranges the village into six precincts, and provide objective and development requirements for each precinct.

#### Village Centre

The village centre will accommodate a range of functions and amenities as a new community and activity centre including a diversity of uses such as: administration, café/restaurant, retail, gallery and multi-function and flexible hall spaces. The new site entry road will provide a clear link from Hayman Road. The delivery of the Village Centre concept and elements will be preceded by earlier development stages including independent living units and residential care facilities. Buildings in this precinct will be designed as low rise (typically 1 to 2 storeys) and have regards to the objectives of the precinct which include creating a centre of consolidated community activities and an active village hub.

#### Residential Care Precinct

The village currently contains four residential care facilities, two of which are earmarked for redevelopment. The residential care precinct is adjacent to the village centre which contains administrative, community, retail and recreation facilities and will provide the opportunity to consolidate and expand residential care facilities.

Residential care facilities are proposed to a height of 2 to 3 storeys for residential and high care wings and up to 4 storeys for the administrative wing.

#### Villa Precinct – West

This precinct contains single level independent living units constructed between 2001 and 2005. These dwellings are proposed to be retained over the medium to long term and upgraded as required. New apartment buildings are to be positioned and oriented to minimise the overlooking of existing residential villas and incorporate landscape buffers between new and existing accommodation.

### Villa Precinct – Central

This precinct is characterised by existing terrace style and single two level units which are proposed for retention and upgrading as required. The central community building and units are to be removed to facilitate the long term strategy to develop a new east/west site linkage for pedestrians and gophers and to complete the extension of Jenkins Avenue as the major pedestrian and part vehicle link across the site. This is proposed to occur late in the development staging of the site.

### Apartment Precinct – West

This area has been identified for the redevelopment for independent living units comprising:

- low rise apartments (up to three levels) serviced by a lift access and oriented with apartment facing north south and;
- mid rise (minimum of three levels plus podium car parking up to maximum heights of six to eight levels). The residential building type is proposed to be generally oriented east-west.

Car parking will be provided in at grade carports located adjacent to the apartment building. This precinct will also accommodate a new recreation hub, including a bowling green and clubhouse facility.

### Apartment Precinct – East

It is recognised by both the applicant and Council's Urban Planning Unit that the north-east corner of the Village has a poor interface with the Bentley Village with the access road linking the Village with Hill View Terrace being narrow with poor surveillance. Redevelopment in this precinct will include improved pathways, frontage relationship and extensions of the proposed and pedestrian network. Similarly to Apartment Precinct – West

- Low rise apartments (up to three levels) serviced by a lift access and oriented with apartment facing north south; and
- Midrise (minimum of three levels plus podium car parking up to maximum heights of six to eight levels). The residential building type is proposed to be generally oriented east-west.

The site is proposed to be redeveloped in six stages as indicated in the Masterplan report.

Key features of the Masterplan include:

- Accessibility – partial reorganisation of the internal street network for easier navigation including dedicated pedestrian and gopher pathways;
- Neighbourhood links – improved linkages to the adjacent Bentley Park with Tranby Way consolidated as the formal and primary entry point. Jenkins Avenue retained as a secondary entry point from Hayman Road and improved vehicular and pedestrian access from Hillview Terrace to the east;
- Community Services and Facilities – The provision of two activity centres with the main village centre containing a range of community facilities and services located closely to the independent living and residential care accommodation. The second activity hub in the northwest corner of the site including the bowling green, clubhouse, new chapel and landscaped facility; and
- Creation of shared landscape spaces and amenities as part of the higher density apartment types envisaged by the Masterplan.

The Design Review Committee (DRC) met with the applicant and their consultants on three occasions prior to the submission of the Masterplan. The preliminary concept was initially appraised on the 10 October 2016 and was determined to be of a high standard with sound urban design principles. Feedback provided at this stage was with respect to legibility and way finding and to provide further details of construction management and staging. The connection between Bentley Park and Rowethorpe were also highlighted as being important elements which should be addressed. The DRC also suggested that some building typologies and a parking strategy should be provided.

The DRC met again on 1 November 2017 to review the progressed Masterplan. The applicants advised the Committee that after a consultation period with residents that the Bowling club and amenities were to remain in the northern location of the site. The feedback regarding the access and site legibility was generally positive. However, the DRC expressed concerns regarding the 7 to 8 storey buildings proposed on the Hillview Terrace boundary. The applicant agreed this should be revisited as well as giving further consideration to parking and drainage. At the final meeting to consider the Masterplan in late December 2017, the revised height plan was discussed including the appropriateness of the 6 level buildings proposed along the Hillview Terrace/Marquis Street interface as well as the 7 to 8 storeys building in the north-western corner which adjoins single storey development which was identified as potentially having transitional problems. A landscaping plan showing the existing and proposed landscaping was recommended to be provided as well as some indicative building typologies.

**Legal Compliance:**

Under the Town of Victoria Park Town Planning Scheme No. 1 the subject site is zoned Special Use – Residential and Special Facilities and is located within the Curtin Precinct (Precinct 13).

Relevant provisions of the Precinct Plan which apply, include:

*“The area shall continue to house specialised uses that serve the metropolitan region and be consolidated as an area for aged persons accommodation and ancillary uses. Ancillary uses may include recreational facilities, hospital care and consulting rooms, local shops and restaurants.”*

*“The uses permitted are residential accommodation for aged persons (and uses ancillary to this primary use and to the care of aged persons) and specialised public services.”*

The Masterplan has no statutory effect under the *Planning and Development (Local Planning Schemes) Regulations 2015* or Town of Victoria Park Town Planning Scheme No. 1.

However, as per clause 67(zb) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the Masterplan is a relevant consideration for future development applications at Rowethorpe. It should be noted that nothing in the Masterplan binds the Town or any other authority in the consideration of applications for development approval. As discussed, the purpose of this document is to provide some guidance to Juniper and residents as to the future planning and redevelopment of the Village.

**Submissions:**Community Consultation:

Consultation was carried out for a period 28 days including:

- Advertisement in the Southern Gazette newspaper for the extent of the consultation period;
- Three signs erected on the site on the Hayman Road, Marquis/Hill View Terrace and Adie Court frontages;
- Letters to adjoining owners and occupiers including the City of Canning as the adjoining local government area; and
- Masterplan documents available to view and an opportunity to make online submission on the Town's consultation hub 'Your Thoughts' website for the extent of the consultation period.

During the consultation, four (4) submissions were received as outlined below.

<b>CONSULTATION SUBMISSIONS</b>	
<i>Submission from owner/occupants of No. 1/166 Hillview Terrace, Bentley</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
<ul style="list-style-type: none"> <li>• Traffic: ensure that there is adequate consideration given to traffic flow and road width.</li> <li>• No flash flooding - ensure proper drainage to cater for increased water usage and possibility for flash flooding.</li> <li>• Apartment height of apartment should be monitored</li> <li>• Proper pest control especially mice/rats, cockroaches, snakes.</li> </ul>	<ul style="list-style-type: none"> <li>• The applicant has provided a traffic and transport report which concludes that the cumulative impact of the proposed development on the subject site can be accommodated within the existing road structure.</li> <li>• Drainage has been accounted for in the Masterplan in terms of the provision of soakwells. Furthermore, storm water and drainage will be assessed as part of planning and building assessment for individual developments.</li> <li>• The indicative height plan has been reviewed and the proposed heights are considered appropriate.</li> <li>• There is a requirement for pests such as mice to be adequately baited prior to demolition of buildings. However, more general pest control is the responsibility of the developer and site manager/residents.</li> </ul>
<i>Submission from owner/occupants of No. 142 &amp; 142a Hillview Terrace, St James</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
<ul style="list-style-type: none"> <li>• I have concerns for the above possible development due to the effect a 4 to 7 storey building would have on our quality of life.</li> <li>• I strongly believe that the interface with adjoining/opposite single storey residential residents is not appropriate due to its height.</li> <li>• Our privacy will be greatly affected as we</li> </ul>	<ul style="list-style-type: none"> <li>• The building in this location is proposed to be 4 storeys as per the indicative building heights plan in the Masterplan. The heights permitted under TPS No.1 are as per a recession plane which stipulates a maximum 6 metre height behind a 6 metre setback and a 15 metre height at the 15 metre setback line. A 4 storey building would generally be 12</li> </ul>

<p>would be greatly overlooked in areas of our property where my young children play and swim and I believe some of the balconies would allow residents to look directly into our living room.</p> <ul style="list-style-type: none"> <li>• I also believe that in our case the afternoon/evening sun would be blocked out by the building from the afternoon onwards and we would not enjoy it as we do now by doing such things as sitting outside with a glass of wine in hand watching the children play.</li> <li>• Please do not go ahead with any development opposite me that would be higher than two storeys.</li> </ul>	<p>metres assuming a standard 3 metre floor to ceiling height per storey. The 4 storey height earmarked in this location is considered appropriate given the heights permitted by the precinct plan. A condition of approval is recommended that the building heights plan should be amended to notate that building heights be stepped back from the boundary to address the impact of height on the adjoining lower level development. A detailed height assessment will need to take place as part of any future development application submitted which will include application of the building recession plan which requires the setback of buildings from the Hillview Terrace interface.</p> <ul style="list-style-type: none"> <li>• In terms of privacy and overshadowing this will be subject to assessment as part of any future development application submitted.</li> </ul>
<i>Submission from owner/occupants of 156 Hillview Terrace, Bentley</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
<ul style="list-style-type: none"> <li>• As an owner of a house immediately opposite the proposed "Apartments East Precinct Hub ", I am concerned that the 4 storey proposed block of units will over shadow and therefore restrict the afternoon sun from our homes and gardens, furthermore, they will be overlooking our properties on Hill View Terrace which would make this a privacy issue.</li> <li>• Looking at it from the point of view of the elderly, who would be living in these units, they would be looking down on a busy road with heavy traffic, which, during peak hours can cause a great deal of noise and car pollution for the elderly residents.</li> <li>• Would you please give some consideration to your building plans by moving the proposed 4 storey buildings back further to the west which will avoid having to build on Hill View Terrace.</li> </ul>	<ul style="list-style-type: none"> <li>• Privacy and overshadowing this will be subject to assessment as part of any future development application submitted. However, given the manner in which solar access is assessed and the site orientation a building in this location is likely to comply with the requirements of the R-Codes.</li> <li>• The building layout and residential amendment will be subject to assessment as part of any future development application submitted.</li> <li>• The heights permitted under TPS No.1 are as per a recession plane which stipulates a maximum 6 metre height behind a 6 metre setback and a 15 metre height at the 15 metre setback line. A 4 storey building would generally be 12 metres assuming a standard 3 metre floor to ceiling height per storey. The 4</li> </ul>

	storey height earmarked in this location is considered appropriate given the heights permitted by the precinct plan. A condition of approval is recommended that the building heights plan should be amended to notate that building heights be stepped back from the boundary to address the impact of height on the adjoining lower level development. A detailed height assessment will need to take place as part of any future development application submitted which will include application of the building recession plan which requires the setback of buildings from the Hillview Terrace interface.
<i>Submission from Swan Care Group 26 Plantation Drive, Bentley</i>	
<b>Comments Received</b>	<b>Officer's Comments</b>
<ul style="list-style-type: none"> <li>SwanCare Group is generally supportive of the master plan with the following comments:</li> <li>Setbacks, overlooking and overshadowing of new high rise buildings on surrounding buildings and properties should be closely considered with each development application.</li> <li>The master plan refers to connection points with SwanCare. We are more than happy to liaise with Juniper on this and look for points of integration where possible. SwanCare's Bentley Park master plan to be submitted this year will continue to reference existing connection points.</li> </ul>	<ul style="list-style-type: none"> <li>Noted</li> <li>These elements will be subject to assessment as part of any future development application submitted.</li> <li>Noted. Improving the integration with the Swancare village to the north of the site has been identified as an objective of the Masterplan</li> </ul>

**Policy Implications:**

Nil

**Risk Management Considerations:**

<b>Risk &amp; Consequence</b>	<b>Consequence Rating</b>	<b>Likelihood Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation / Actions</b>
If the Masterplan is not approved, there will be strategic implications for the site as future development applications will have to be considered on an ad-hoc basis with no certainty as to how the site will be redeveloped.	Moderate	Likely	High	Approve the Masterplan.

**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:**

Internal Budget:

Nil

Total Asset Management:

Nil

**Sustainability Assessment:**

External Economic Implications:

Nil

Social Issues:

The Rowethorpe Village provides for a variety of community services and facilities to residents as well as an increase in the provision of aged care and dependent dwellings for the community to access.

Cultural Issues:

Nil

Environmental Issues:

Nil



**COMMENT:**

The purpose of the Masterplan is to guide the long term growth the site and to be used in the assessment of planning applications for development of Rowethorpe Village.

The key elements are discussed as follows:

Landscaping

The site is currently well vegetated with a mixture of native and non-native plants which has been identified as a valuable attribute of the site. The mature tree canopies provide shade and green relief however, feedback provided to the applicant as part of the pre-lodgement DRC meetings is that further landscaping planning needs to occur. This is recognised in the Masterplan document as the requirement for a whole-of-site landscape masterplan that establishes a plant and material palette, a defined streetscape character hierarchy, and defines key spaces and functions. The Masterplan also indicates that maximising retention of mature trees and shrubs such as relocation etc is a requirement for future development. The applicant has been advised than a further landscape plan should be provided including an inventory plan indicating landscaping that is proposed to be retained.

The narrowness of the verge along Hayman Road needs to be considered with respect to landscaping retention. The applicant has responded to this noting that Hayman Road will be developed in stages 2B, 3 and 4, in 8, 10 and 10 or more years respectively. As such a more detailed landscape strategy for the Hayman Road interface will be provided at the first stage of development along Hayman Road, i.e. Stage 2B to inform future development and landscaping along this road with Existing tree planting on Hayman Road being retained.

Key Spaces and Connection

The site is currently difficult to navigate with the east and west sides of the site disconnected with no obvious pedestrian or vehicle links. The Masterplan aims to establish and identifiable 'centre' of the site which is the Village Centre. The other key spaces which will have a network of open spaces provided for at each stage of the development include: the native garden, recreation hub (including bowling green) and the reflection gardens.

External Connectivity

The site has a number of perimeter boundaries on road frontages with two major access points. There is limited integration between Bentley Park Village to the north.

The applicant has provided a traffic and transport report included as part of the Technical Appendices submitted which outlines the traffic and transport implication for the Masterplan. The Rowethorpe village will be directly influenced by the new Bentley-Curtin hub with various road and transportation modifications occurring in implementing the University's Greater Master Plan.

The major external connectivity works proposed include:

- Provide integration between Rowethorpe and Bentley park village;
- Create clear links to Hayman Road and Curtin University;
- Create a hierarchy of site access points and establish the major entry off Tranby Way;
- New western deceleration lane at the Tranby Way entry;
- New integrated eastern deceleration lane at Tranby Way as part of the proposed dual carriageway works for Hayman Road; and
- Develop a clear site entry to Hill view Terrace.

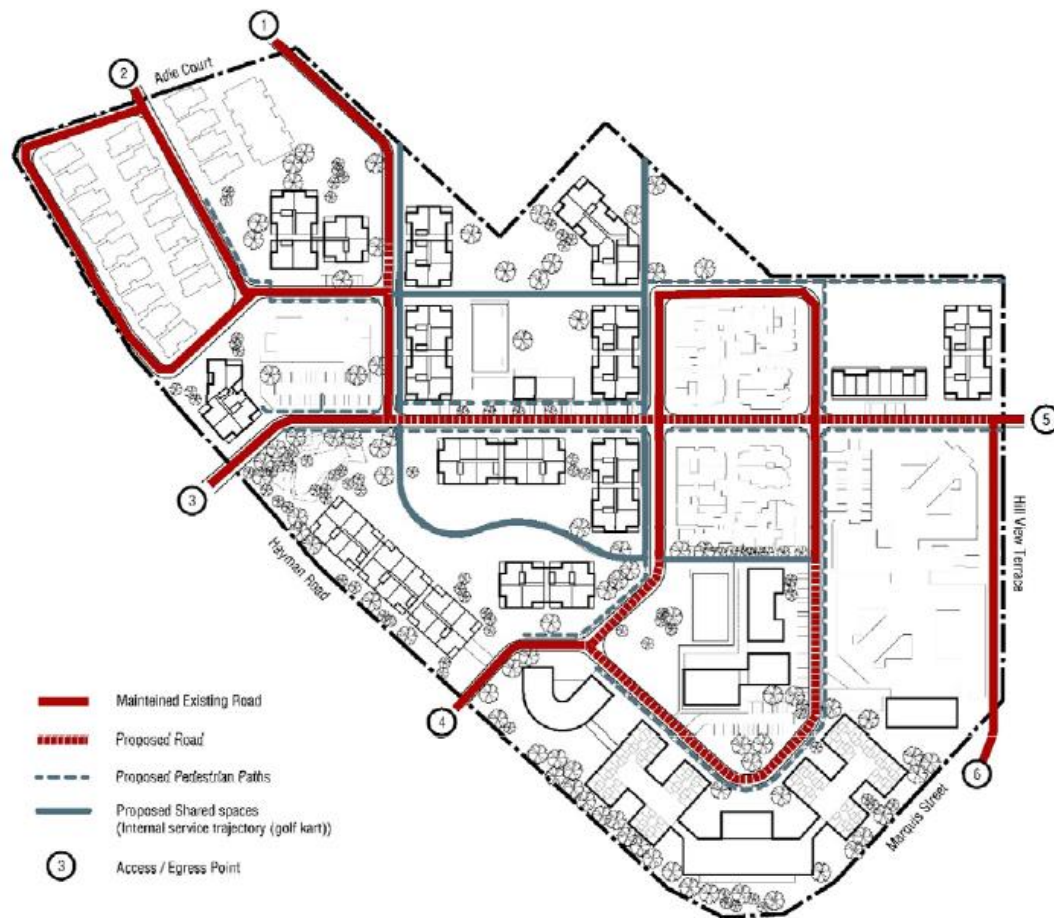


Figure 1 – Proposed Master Plan Analysis

- Point 1 - to / from Adie Court via Centenary Drive (existing road within development site);
- Point 2- to / from Adie Court via Fraser Grove (existing road within development site);
- Point 3 - to / from Hayman Road via Jenkins Avenue (existing road within development site);
- Point 4 - to / from Hayman Road via Tranby Way (existing road within development site);
- Point 5 - to / from Hill View Terrace via proposed road within development site (extension of Jenkins Avenue); and
- Point 6 - Parking area accessed from Marquis Street.

The traffic and transport report concludes that the cumulative impact of the proposed development on the subject site can be accommodated within the existing road structure.

#### Access & Movement

As discussed, the site is lacking in clear navigation lengths with inconsistent road orientation often terminating without clear sightlines. Pedestrian paths are adjacent to roads however in many instances pedestrian and gophers use the road pavements. The Masterplan aims to:

- Establish a hierarchy of movement systems major road network for cars and a minor road network for residents and a separate road network for gophers and pedestrians;
- Simplify road alignments into a north/south system; and
- Improve east west links and prevent rat running through the site.

Council's Urban Planning Unit and the DRC consider the access and legibility improvements to be a positive element of the Masterplan.

### Car parking

One (1) car parking bay per independent living unit is proposed to be provided. No maximum parking rate has been applied to the Village to provide a degree of flexibility in parking arrangements. Minimum rates of car parking for other uses are to be provided in accordance with the Town's Parking Policy.

The car parking on site is currently provided for and planned in a variety of arrangements including:

- Basement/semi- basement parking to multi storey residential buildings;
- Investigate opportunities for integration of basement car parking;
- Basement staff parking to residential care facilities;
- On grade/car port parking to two level dwellings and visitor parking; and
- On grade parking located in shaded southern areas.

The applicant has provided some indicative parking numbers included in the traffic and transport report. In some cases such as the community facilities and commercial/mix uses the parking numbers have been proposed on the basis that there is some reciprocal use occurring with the justification being that residents who are utilising these facilities having parking already provided for within residential dwellings.

Land Use	Proposed	Unit/Yield	Total
<b>Independent Living Units</b>	1 parking space per dwelling	540 ILUs	540
<b>Residential Care Facility</b>	1 for every 40m <sup>2</sup> of net administrative/office floor area and consulting/treatment areas	300m <sup>2</sup>	8
	1 for every 3 beds	284 residents	95
<b>Community Facilities</b>	1 for every 4.5m <sup>2</sup> of NFA	3,320m <sup>2</sup> GFA 1,992m <sup>2</sup> NLA	442 (221)
<b>Commercial/Mixed Uses</b>	1 for every 40m <sup>2</sup> of NFA	3,350m <sup>2</sup> GFA 2, 010m <sup>2</sup> GFA	50 (25)
<b>Total</b>			1135 (889)

It should be noted that there have been assumptions made about the Net Lettable Area and Gross Floor Areas proposed. Given that the document is a Masterplan with no specific building plans showing floor areas and car parking areas being proposed at this stage a more detailed assessment of parking numbers provided will occur as part of future development applications.

### Built Form & Height

The site is characterised by existing lower scale residential building types including single storey villas, one and two storey hostels and apartments.

There was discussion and feedback from the DRC and Council's Urban Planning Unit regarding the building form and height. Specifically, there have been several amendments to the proposed height plan with key changes during the pre-lodgement stage including limiting the heights of building along the Hillview Terrace/Marquis Street frontage. There was also feedback given to the applicant that the building heights should be stepped back from the boundary to address the impact of height on the adjoining lower level development. After further assessment of the plan an amended heights plan has been submitted by the applicant which sees further reduction along this frontage specifically reducing the indicative building heights from 6 level to 4 levels in the southern portion of the site and reducing the 7 to 8 level building adjacent to the single storey development in the north-west of the site to 6 levels. The applicant will be required to amend the building height plan further to include a notation that building heights should preferably be stepped back from streets through a podium type treatment.

In terms of the built form there were no indicative building typologies provided as part of the Masterplan however, the plan and document does indicate that double loaded corridor arrangements are proposed. The applicant has been advised by the DRC that this building form is generally not supported due to the poor amenity outcomes for residents including limited opportunity for sunlight penetration and ventilation. The applicants have addressed these concerns through east-west orientation to minimise overshadowing and ensure double loaded apartments deliver access to sunlight to all apartments. Lower scale apartment buildings are generally two storeys and are to orient north/south to minimise south facing apartments. Finally the shaded areas to the south of new building will be utilised for parking and other infrastructure uses.

### Service & Infrastructure

The plan provides for some requirement for the upgrade of infrastructure necessary to service the staged redevelopment of the site. This includes, provision of water connection points, replacement gas pipes, provision of fire pump and tanks within the first stage of the development, drainage, upgrading power and identifying the need for a strategy and staging plan for the upgrade of sewer infrastructure

### Staging

Feedback given in relation to earlier versions of the Masterplan was that the Staging plan was lacking in detail. The submitted version of the plan has been updated to include a more comprehensive stage plan including details of each stage and the trigger or requirement outlined as preceding each stage.

In general the progression Masterplan will depend on:

- Future demand for new Residential care and independent living units;
- The capacity to incrementally draw down residential numbers on redevelopment sites;
- The need and demand for a redeveloped village centre; and
- Management arrangements to maintain existing operations, services and facilities during the construction of replacement facilities.

### **CONCLUSION:**

The Masterplan will guide long term strategic growth at Rowethorpe Village and provide residents and the community with some certainty with regards to future development. The Masterplan arranges Rowethorpe village into six precincts and provides objectives and development requirements for each precinct. The development typologies indicated by the Masterplan are largely compliant with the development requirements of P3 Curtin Precinct, TPS 1 and R-Codes. It is recommended that Council accept the Masterplan and accompanying reports and approve it as a basis for the consideration of future development proposals at Rowethorpe Village.

### **RECOMMENDATION/S:**

- 1. Council accepts the Materplan and accompanying reports for Rowethorpe Village prepared by Chaney Architects dated received 15 December 2017 subject to the following matters being modified to the satisfaction of the Manager Development Services in a consolidated version of the Final Masterplan:**
  - 1.1 The height plan being updated in accordance with the height plan submitted on 23 February 2018 which is to be amended further to include a notation that building heights at the street edges should be stepped through design treatments such as a podium.**
  - 1.2 The Apartment Precinct – East ‘Requirements for Future Development’ being amended to make correct reference to building types anticipated to a maximum height of 4 levels as indicated by the Buildings Heights Plan.**
  - 1.3 The Apartment Precinct – West ‘Requirements for Future Development’ being amended to make correct reference to building types anticipated to a maximum height of 6 levels as indicated by the Buildings Heights Plan.**
  - 1.4 A landscape plan being submitted including an inventory of existing landscaping and where applicable where is is to be retained.**
- 2. Council acknowledge that the Final Masterplan forms a basis for the assessment of future development applications for the site, with any increase in the number of units within each stage and/or any significant changes to the Masterplan layout requiring consideration and approval of the Council.**
- 3. Those persons who lodged a submission on Rowethorpe Village Masterplan be advised of the Council’s decision.**





<b>11.5 No.232 (Lot 310) Orrong Road, Carlisle – Demolition and Construction of Convenience Store and Fast Food Outlet</b>
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The Officer's Report will appear on the Agenda for the Ordinary Council Meeting on 13 March 2018.

## **12 CHIEF OPERATIONS OFFICER REPORTS**

Report from the Chief Operations Officer are in the Committee Reports section, at Item 14.



## **13 CHIEF FINANCIAL OFFICER REPORTS**

Reports from the Chief Financial Officer are in the Committee Reports section, at Item 14.

## 14 COMMITTEE REPORTS

### FUTURE PLANNING COMMITTEE

#### 14.1 Recommendation from the Future Planning Committee: Taylor Reserve and McCallum Park Concept Design

<b>File Reference:</b>	GOR/15/0013~07
<b>Appendices:</b>	Yes
<b>Date:</b>	31 January 2018
<b>Reporting Officer:</b>	B. Nock
<b>Responsible Officer:</b>	B. Killigrew
<b>Voting Requirement:</b>	Simple Majority
<b>Executive Summary:</b> <b>Recommendation –</b> <ol style="list-style-type: none"> <li>1. That the Future Planning Committee recommends that Council endorses the Taylor Reserve and McCallum Park Concept Design; and</li> <li>2. As part of the current design project, that Council supports the commencement of the Detailed Design for the river edge treatments. <ul style="list-style-type: none"> <li>• The Town of Victoria Park identified within the <i>Strategic Community Plan</i> a need to develop a <i>Foreshore Access and Management Plan</i> (FAMP), which was developed and endorsed by Council in 2015.</li> <li>• In April 2016 the Town applied for assistance funding for the implementation of this plan, which involved the Conceptual Design for McCallum Park and Taylor Reserve.</li> <li>• The Town was successful in obtaining \$32,750 funding through the Riverbank Grants Scheme from the (then) Department of Parks and Wildlife.</li> <li>• The Town, in consultation with community, State Government agencies and other stakeholders has developed a Concept Report for Taylor Reserve and McCallum Park.</li> <li>• Recommended that the Future Planning Committee recommends that Council endorses the Taylor Reserve and McCallum Park Concept Design, and supports the commencement of the Detailed Design for the river edge treatments.</li> </ul> </li> </ol>	

#### TABLED ITEMS:

- Taylor Reserve and McCallum Park Concept Report.

#### BACKGROUND:

The Swan-Canning River system passes through the Town of Victoria Park ('the Town'). Several stretches of associated foreshore that occur within the Town include McCallum Park/Taylor Reserve, Belmont Park, Burswood Park and Balbuk Way. The Town's connection to the river by land places a special need on management of water quality, vegetation, fauna and physical access to the foreshore, to enhance community benefit.

However, there are a number of threatening processes to this foreshore, namely:

- Development;
- Weed invasion;
- Uncontrolled access;
- Clearing and habitat fragmentation;
- Erosion (e.g. from boat wash, uncontrolled access, clearing); and
- Infrastructure failure (e.g. river walling).

In order to address these threatening processes, the need for a holistic management plan for the foreshore that is encompassed within Victoria Park was recognised by the Town itself and the Swan River Trust, with the development of the *Foreshore Access and Management Plan* in 2014. This provides a framework within which to take a coordinated and consistent management approach to the long-term ecological sustainability and optimisation of access and utilisation to the community.

McCallum Park/Taylor Reserve is identified as a priority management site, according to the Swan River Trust (2008) *Swan and Canning Rivers Foreshore Assessment and Management Strategy – Riverbanks and Shorelines* ('FAMS').

Whilst this area is highly valued and utilised as a fitness and activity destination, as well as popular event location, the site has been highly modified over the last 60 years with little if any remnant vegetation remaining, and a failing river wall that runs along its length, limiting access to the water. In the 2014 MP Rogers and Associates report *Causeway to Ellam Street Riverbank Structures Condition Inspection* commissioned by the Town, it assessed the condition of the river wall to be in largely "Poor" condition.

Working in accordance with the Town's *Foreshore Access and Management Plan*, the Town has progressed design for McCallum Park and Taylor Reserve.

More specifically, this design project comprises two components:

1. Conceptual design for the landscape elements of the site; and
2. Detailed design the river edge treatments at McCallum Park/Taylor Reserve

The conceptual design element has just been completed.

The Town was successful in obtaining \$32,750 assistance funding (of a \$73,500 total project) through the Riverbank Grants Scheme for the design project.

#### **DETAILS:**

There are a number of challenges occurring on McCallum Park/Taylor Reserve that the Town aims to address through this project. Connection to the river's edge for recreation is limited due to the design of the current river wall, with only one area, which is used for disabled waterskiers, that offers direct access via a pontoon to the river's edge. River edge treatment will focus on the need for connection to the river, coupled with shoreline stabilisation and habitat creation for wildlife.

The objectives of the Taylor Reserve and McCallum Park design include:

- Enhance the natural environment across McCallum Park/Taylor Reserve, both for long-term ecological sustainability and optimum community access and utilisation;
- Detail means to mitigate or minimise threatening processes to the foreshore;
- Detail recreation and leisure resources and provide for public use of the area where appropriate, while maintaining and enhancing natural ecosystem processes;
- Develop interpretational amenities consistent with the values of the area; and
- Ensure the Town and community is informed of design aspects, which will serve as a mechanism for the Town to seek potential funding partners to enable on-ground implementation.

The Taylor Reserve and McCallum Park Foreshore Design will reflect the diversity of uses and the existing environment, and identify the opportunities for enhancement of environmental value and community utilisation of McCallum Park/Taylor Reserve and connection to the river. More specifically, the outcomes are:

- Build on the basic concepts as outlined in the Foreshore Access and Management Plan (see pages 58-61);
- The Concept Design for the landscape elements will provide the basis for the development of future detailed design (to be address at a separate stage). This includes new and existing infrastructure (including leisure and recreational facilities);
- The Detailed Design for the river edge treatments will provide the basis for on-ground works, according to best practice principles, for the enhancement of the area's environmental amenity and community utilisation; and
- Provide a mechanism for prioritisation and allocation of funding. Design with associated costing and staging will form the basis for a prospectus for the Town to seek potential funding partners to enable on-ground implementation.

### **Consultation:**

The views of our community and other stakeholders have been a vital element of the Concept Design development process.

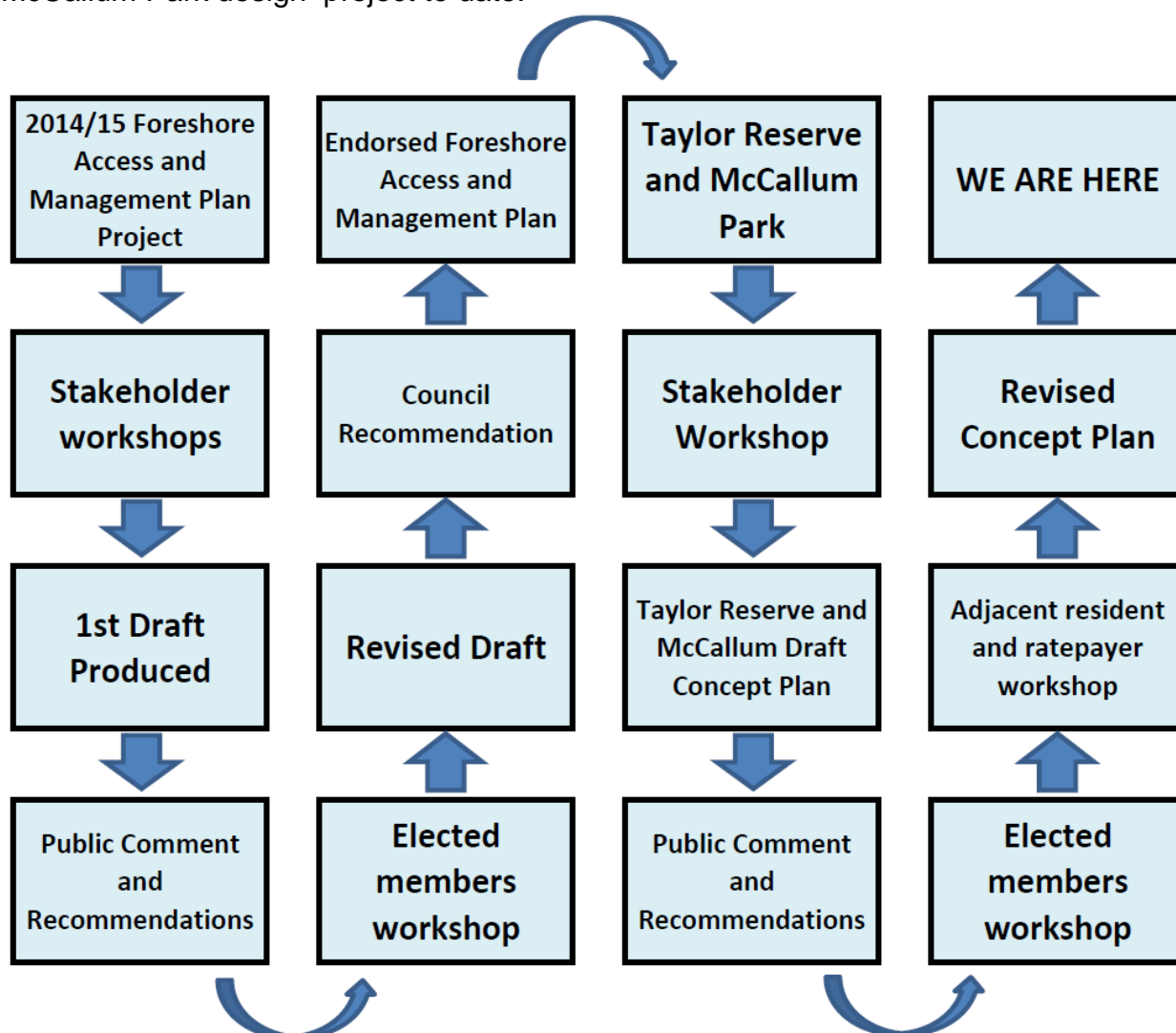
Such stakeholders have included:

- Community;
- Community User Groups (available through Town of Victoria Park Bookings Officer);
- Elected Members;
- Town of Victoria Park Project Working Group and staff;
- Burswood Park Board (as an adjoining landholder);
- City of South Perth (as an adjoining landholder);
- City of Perth;
- City of Belmont;
- Department of Biodiversity, Conservation and Attractions;
- Department of Transport;
- Department of Fisheries;
- Department of Indigenous Affairs;
- FESA;
- Western Australian Water Ski Association;
- Western Australian Council of the Australian Powerboat Association; and
- West Australian Marathon Club.

The major consultation stages undertaken include:

- The concept plan was communicated through online engagement, an advertisement in the Southern Gazette, the Town's website, social media, Your Thoughts and a letter drop to adjacent residents;
- The community were able to be involved in the development of the concept plan through a workshop series and information sessions, including stakeholders, general community and adjacent residents. Interested parties were also invited to be involved through online engagement and through the formal submission process; and
- The concept plan has been subsequently revised to address feedback received.

The below flow chart and the project schedule contained within the Appendices outlines the process that the Town has undergone in the development of the Taylor Reserve and McCallum Park design project to date.



The community consultation results are as follows:

- 22 attended the first stakeholder workshop;
- 23 attended the second stakeholder workshop;
- 32 attended the adjacent resident and ratepayer workshop;
- 41 attended the November community information session; and
- 27 written submissions were received from individuals.

Based upon the information gathered from the consultation process, a revised Concept Plan for Taylor Reserve and McCallum Park has been prepared.

This was presented at a community information session on 16<sup>th</sup> November 2017, and to Elected Members Workshop on 29<sup>th</sup> December 2017.

The Town is seeking Council endorsement of the Taylor Reserve and McCallum Park Concept Design, and support for the commencement of the Detailed Design for the river edge treatments.

**Legal Compliance:**

Nil

**Policy Implications:**

Nil

**Risk management considerations:**

<b>Risk &amp; Consequence</b>	<b>Consequence + Rating</b>	<b>Likelihood = Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation/Actions</b>
<p>As the detailed design for the river edge treatments is developed, some of the elements may necessitate some alteration and therefore may differ from what is outlined in the Concept Plan.</p> <p>The consequence is that the detailed design may not match all expectations, which may cause some community concern.</p>	Medium	Likely	High	Community will be consulted during the design process, in an effort not only to keep everyone informed, but also to ensure that all concerns are understood and addressed.

Should the time between completion of the detailed design of the river edge treatments and commencement of staged implementation occur, there is a risk that the community may become disengaged and lose ownership of the design.	High	Low	Medium	<p>Community will be kept informed the processes post-completion of detailed design.</p> <p>Budget has been allocated for foreshore works recurringly from 2018/19.</p> <p>Riverbank support funding will be sought to supplement the Town's contribution to maximise the staged works that that can be achieved.</p>
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### Strategic Plan Implications:

At the time of commencing this project, the existing Town of Victoria Park Strategic Community Plan identified the need to develop a Foreshore Access and Management Plan under the key action area Provision of high standard parks and natural areas that are safe, clean and attractive, namely:

#### Town Greening Plan

Including the Foreshore Access and Management Plan, McCallum Park Master Plan including Taylor St Café/Restaurant, GO Edwards Park Concept Plan.

In 2017, under the Town's new Strategic Community Plan 2017 – 2032, the subsequent McCallum Park Foreshore Design project aligns with the following Mission statements:

- **Social:** To promote sustainable, connected, safe and diverse places for everyone.
  - Strategic Outcomes S1 (A Healthy Community); S3 (An empowered community with a sense of pride, safety and belonging);
- **Economic:** To promote sustainable, diverse, resilient and prosperous places for everyone.
  - Strategic Outcomes EC1 (A desirable place for commerce and tourism that supports equity, diverse local employment and entrepreneurship); EC 2 (A clean, safe and accessible place to visit); and
- **Environment:** To promote sustainable, connected, safe and diverse places for everyone.
  - Strategic Outcomes EN6 (Appropriate, inviting and sustainable green spaces for everyone that are well maintained and managed); EN7 (Increased vegetation and tree canopy).

**Financial Implications:**Internal Budget:

At the commencement of the Taylor Reserve and McCallum Park design project, the Town received \$32,750 in assistance funding through the Department of Biodiversity, Conservation and Attractions' Riverbank funding program. This project comprises conceptual design for the whole of Taylor Reserve and McCallum Park, and detailed design for the river edge treatments. Total design project cost is \$76,450.

The conceptual design element has just been completed. As progression to detailed design of the river edge treatments is part of the current project, no further funding for this element is required.

Total Asset Management:

The development of the Concept and detailed design will help guide asset management decisions relating to the river foreshore and adjacent parklands at McCallum Park/Taylor Reserve and prevent/limit interim expenditure of failing infrastructure.

**Sustainability Assessment:**External Economic Implications:

Nil

Social Issues:

The Town's connection to the river by land places a special need on management of water quality, vegetation, fauna and physical access to the foreshore, to enhance community benefit.

In accordance with the Town's *Foreshore Access and Management Plan*, the McCallum Park and Taylor Reserve design project will ensure that the sites are enhanced environmentally, aesthetically and with regards to human access and enjoyment. The design will be representative of community views while also being balanced between long-term ecological sustainability and optimum community access and utilisation.

Cultural Issues:

As above. Opportunity for the Town's community to connect with its river.

The Town needs to be cognisant of existing users of the river, such as the Burswood Water Ski Club and the West Australia Speed Boat Club. These clubs are key user groups and, acknowledging this, the Town has actively engaged with these clubs during the design concept process and will continue to do so going forward into detailed design of the river edge treatments.

Environmental Issues:

There are a number of environmental challenges occurring on McCallum Park/Taylor Reserve that the design project will address. These include:

- Greatly increase the environmental amenity of the site by providing for suitable shade tree species along the foreshore in line with a broader Swan River strategy, reduce underutilised turf areas and replace with lower maintenance and visually more appealing low growing native plant species; and



- Integrate nodes of local native understorey vegetation, as appropriate, beneath established overstorey (such as in the south-western corner of McCallum Park and the north-eastern corner of Taylor Park) to rationalise the existing green space and provide a habitat for native fauna. Plantings of suitable larger shade canopy trees to provide sheltered areas from the wind and sun in more exposed areas along the foreshore near pathways.

River edge treatment will focus on the need for river access, coupled with shoreline stabilisation and habitat creation for wildlife. This may include:

- the creation of beach areas;
- repair or replacement of river walls where erosion has caused damage to the bank and existing infrastructure;
- incorporating fringing vegetation including dense sedge plantings where possible in front of walling; and
- Continuity with upstream (Burswood) and downstream (South Perth) foreshores.

**COMMENT:**

For the future implementation of the Taylor Reserve and McCallum Park detailed design, it is anticipated that support funding will be sought through the Department of Biodiversity, Conservation and Attractions' Riverbank funding program.

Detailed costings for on-ground project implementation are yet to be obtained.

**CONCLUSION:**

The Town's overarching Foreshore Access and Management Plan ensures consistency of management principles and practices across the foreshore, both environmentally and with regards to human access.

Working in accordance with this plan, the design project for McCallum Park/Taylor Reserve represents the implementation of the Town's endorsed Foreshore Access and Management Plan.

With the completion of the Conceptual Design element of the Taylor Reserve and McCallum Park design project, with Council's support the Town can progress the detailed design element of the river edge treatments. This element will address priority shoreline stabilisation and foreshore access issues.

**RECOMMENDATION/S FROM THE FUTURE PLANNING COMMITTEE:**

**That Council:**

1. Endorse the Taylor Reserve and McCallum Park Concept Design ; and
2. As part of the current design project, supports the commencement of the Detailed Design for the river edge treatments.

**FINANCE AND AUDIT COMMITTEE****14.2 Recommendation from the Finance and Audit Committee: 2017-2018 Schedule of Fees and Charges review**

<b>File Reference:</b>	FIN/11/0001~09
<b>Appendices:</b>	No

<b>Date:</b>	16 February 2018
<b>Reporting Officer:</b>	A Thampoe
<b>Responsible Officer:</b>	N Cain
<b>Voting Requirement:</b>	Absolute Majority

**Executive Summary:**

**Recommendation – That the Finance and Audit Committee recommends that Council approves minor amendments be made to the 2017-2018 Schedule of Fees and Charges and that local public notice of the proposed minor amendments be given in accordance with Section 6.19 of the *Local Government Act 1995*.**

- The 2017-2018 Schedule of Fees and Charges were reviewed as part of the Annual Budget Review.
- It is recommended that some minor amendments occur to the 2017-2018 Schedule of Fees and Charges.

**TABLED ITEMS:**

Nil

**BACKGROUND:**

Section 6.16 of the *Local Government Act 1995* allows for the Schedule of Fees and Charges to be amended from time to time.

The 2017-2018 Schedule of Fees and Charges were reviewed as part of the Annual Budget Review. The review has identified instances where amendments are required to update and rectify fees based on operational reviews conducted during the 6 months.

Officers are seeking Council approval to amend the Schedule of Fees and Charges, including imposing a new fee.

The proposed amendments, and the reasoning for those amendments, has been provided by the facility managers of Aqualife and Leisurelife.

**DETAILS:**

A review has been conducted on the current Schedule of Fees and Charges levied by Council as part of the Annual Budget process. Officers, in reviewing the applicable Fees and Charges, have taken into consideration:

- a) The cost to provide the service or good;
- b) The importance of the service or goods to the community;
- c) The price at which the service or goods could be provided by an alternative provider; and

- d) Proposed changes to fees and charges imposed in accordance with other written law (statutory fees and charges).

The Fees and Charges identified for amendment / imposition are listed:

#### Aqualife and Leisurelife Centre

The fee structure applicable to usage of the Aqualife and Leisurelife Centre facilities underwent a review during the 2017-2018 Annual Budget Review process. The following fees and charges were identified for amendment and / or imposition:

#### **Aquatics Casual Entry**

##### Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Adult winter promotion	11am-1pm, May 1 – Sep 30	GST	3.50

##### Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Adult winter promotion	11am-2pm, May 1 – Sep 30	GST	3.50

This proposed amendment is due to a typographical error where the time of 1pm was inserted instead of 2pm.

##### Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Family pass additional child	Per child	GST	4.30

##### Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Family pass additional child	Per child	GST	4.00

This proposed amendment is to ensure it is in line with the child casual entry fee which is currently \$4.00.

#### **Casual Entry Fees**

##### Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Standard single visit circuit	Per person, per visit	GST	15.00

##### Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Standard single visit	Per person, per visit	GST	15.00

This proposed amendment is to provide clarity on the use of the charge.

Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Concession single visit circuit	Per person, per visit	GST	8.00

Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Concession single visit	Per person, per visit	GST	8.00

This proposed amendment is to provide clarity on the use of the charge.

Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Concession multipass – gym/group fitness	10 sessions	GST	114.00

Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Concession multipass – gym/group fitness	10 sessions	GST	80.00

This proposed amendment is due to a typographical error where \$114.00 was inserted instead of \$80.00.

**Discount Membership Loyalty Fees**Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Bronze	1 – 5 years membership	GST	0.10
Silver	6 – 11 years membership	GST	0.15
Gold	Above 12 year membership	GST	0.20

Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Bronze	1 – 5 years membership	GST	10%
Silver	6 – 11 years membership	GST	15%
Gold	Above 12 year membership	GST	20%

This proposed amendment is due to a typographical error where the values in the charges column were converted into numbers instead of percentages.

**Room Hire**Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Medium Room	Per hour	GST	40.00
Small room or office	Per hour	GST	20.00
Large room (peak)	Non-off peak times, per hour	GST	50.00

Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Peak - Medium Room	After 5pm, Per hour	GST	40.00
Peak - Small room or office	After 5pm, Per hour	GST	30.00
Peak - Large room	After 5pm, Per hour	GST	50.00

Introduction of New Fee

Particulars	Conditions	GST Applicable	2017-2018
Off peak room hire	Applies to all rooms except small room or office, before 5pm, per hour	GST	30.00

This proposed amendment is to provide clarity on off-peak and peak time usage.

Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Discount (charitable / community group)	Per booking	GST	0.50

Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Discount (charitable / community group)	Per booking	GST	50%

This proposed amendment is due to a typographical error where the values in the charges column were converted into numbers instead of percentages.

Original Fee or Charge

Particulars	Conditions	GST Applicable	2017-2018
Function cancellation fee	Less than 72 hours' notice	GST	1.00
User group cancellation fee	Less than 24 hours' notice	GST	0.50

Amendment requested

Particulars	Conditions	GST Applicable	2017-2018
Function cancellation fee	Less than 72 hours' notice	GST	100%
User group cancellation fee	Less than 24 hours' notice	GST	50%

This proposed amendment is due to a typographical error where the values in the charges column were converted into numbers instead of percentages.

**Legal Compliance:**

Section 6.16 of the *Local Government Act 1995 (as amended)* (Imposition of Fees and Charges) states:

*(1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

*\* Absolute majority required.*

(2) A fee or charge may be imposed for the following:

- (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
- (b) supplying a service or carrying out work at the request of a person;
- (c) subject to section 5.94, providing information from local government records;
- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
- (e) supplying goods;
- (f) such other service as may be prescribed.

(3) Fees and charges are to be imposed when adopting the annual budget but may be:

- (a) imposed\* during a financial year; and
- (b) amended\* from time to time during a financial year.

*\* Absolute majority required.*

Section 6.19 of the *Local Government Act 1995 (as amended)* (Local government to give notice of fees and charges) states:

*If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –*

- (a) *Its intention to do so; and*
- (b) *The date from which it is proposed the fees or charges will be imposed.*

#### **Policy Implications:**

Nil

#### **Risk management considerations:**

<b>Risk &amp; Consequence</b>	<b>Consequence + Rating</b>	<b>Likelihood = Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation/Actions</b>
<b>Compliance:</b> Officers imposing fees and charges not previously imposed by Council	Minor	Possible	Moderate	Review appropriateness of current fee schedule, and seek to have Council impose new / amend previous fees.
<b>Financial Impact:</b> Council facilities not generating full revenue potential.	Moderate	Possible	Moderate	Review appropriateness of current fee schedule, and seek to have Council impose new / amend previous fees.

**Strategic Plan Implications:**

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

**Financial Implications:**Internal Budget:

Changes to the fees and charges will allow the Town to continue to offer services and generate related revenue.

Total Asset Management:

Nil

**Sustainability Assessment:**

The Fees and Charges have been amended / proposed so as to consider the cost impact of providing those goods and services. This extends across the social, economic, environmental and governance assessment areas.

External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

**COMMENT:**

Officers of Aqualife and Leisurelife conducted reviews of the fees and charges as part of the Annual Budget Review process. The amendments / proposals requested are based on the recommendations received from officers of Aqualife and Leisurelife facilities.

Given that the changes recommended provide better clarification for the existing fees and rectifies misstatement due to formatting it is requested that the Committee recommend to the Council to accept and confirm the changes / proposals to the 2017-2018 Fees and charges as contained in this report.

**CONCLUSION:**

The changes to the Schedule of Fees and Charges (as proposed) have taken into consideration all requirements as set forth by legislation, are considered fair and reasonable, and will assist in the continued delivery and operation of Council services and activities.

**OFFICER'S RECOMMENDATION/S:**

The Finance and Audit Committee recommends to Council that:

1. Pursuant to Section 6.16 of the *Local Government Act 1995 (as amended)* (Imposition of Fees and Charges), Council approves the proposed amendments and inclusions to the 2017-2018 Schedule of Fees and Charges as contained in this report; and
2. Pursuant to Section 6.19 of the *Local Government Act 1995 (as amended)* (Local government to give notice of fees and charges) Council gives local public notice of its intention to amend the 2017-2018 Schedule of Fees and Charges to be effective from the date of completion of the local public notice period.

(Absolute Majority Required)

**FURTHER COMMENT:**

The members of the Finance and Audit Committee discussed the report at length and agreed upon minor amendments to the reasons for the changes and some of the descriptions associated with the proposed fees and charges. The changes were requested to provide more clarity and have been made.

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

That Council:

1. Pursuant to Section 6.16 of the *Local Government Act 1995 (as amended)* (Imposition of Fees and Charges), Council approves the proposed amendments and inclusions to the 2017-2018 Schedule of Fees and Charges, adopted at the Special Council Meeting on 20 June 2017, as contained in this report; and
2. Pursuant to Section 6.19 of the *Local Government Act 1995 (as amended)* (Local government to give notice of fees and charges) Council gives local public notice of its intention to amend the 2017-2018 Schedule of Fees and Charges to be effective from the date of completion of the local public notice period.

(Absolute Majority Required)



### 14.3 Recommendation from the Finance and Audit Committee: Schedule of accounts for 31 January 2018

<b>File Reference:</b>	FIN/11/0001~09
<b>Appendices:</b>	Yes

<b>Date:</b>	16 February 2018
<b>Reporting Officer:</b>	A. Thampoe
<b>Responsible Officer:</b>	N. Cain
<b>Voting Requirement:</b>	Simple Majority
<b>Executive Summary:</b> <b>Recommendation - That the Finance and Audit Committee recommends that Council acknowledges the Schedule of Accounts paid for the month ended 31 January 2018.</b> <ul style="list-style-type: none"> <li>• The accounts paid for 31 January 2018 as included in the appendices.</li> <li>• Direct lodgement of payroll payments to the personal bank accounts of employees are also included.</li> </ul>	

#### **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
<b>Municipal Account</b>		
Automatic Cheques Drawn	608250 – 608283	76,500
Creditors – EFT Payments		3,443,158
Payroll		1,004,255
Bank Fees		6,518
Corporate MasterCard		12,459
		<b>4,542,890</b>
<b>Trust Account</b>		
Automatic Cheques Drawn	3521 – 3542	124,339
		<b>124,339</b>

**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:

<b>Risk &amp; Consequence</b>	<b>Consequence + Rating</b>	<b>Likelihood = Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation/Actions</b>
<b>Compliance:</b> Council not accepting Schedule of Accounts	Moderate	Unlikely	Moderate	Provide reasoning and detailed explanations to Council to enable informed decision making.
<b>Financial Impact:</b> Misstatement or significant error in Schedule of Accounts	Major	Unlikely	Moderate	Daily and monthly reconciliations. Internal and external audits.
<b>Financial Impact:</b> 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.

**OFFICER'S RECOMMENDATION/S:**

The Finance and Audit Committee recommends to Council that:

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

1. The accounts paid for 31 January 2018 as included in the appendices; and
2. Direct lodgement of payroll payments to the personal bank accounts of employees.

**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 January 2018. The following list represents the questions and answers associated with the request for further information:

- What were the local government services provided by City of Subiaco?  
*This payment is related to the transfer of long service leave for an ex-employee of the Town of Victoria Park.*
- Are the charges in relation to AAPT for cloud / data service?  
*This amount was for a combination of internet and telephone hosting as well as the installation costs for the new telephone system for Customer Relations. The bill includes the costs for October, November, December and January.*
- Are the charges in relation to MPS Trust for the air conditioning upgrade at the administration building?  
*This was the final progress payment for the air conditioning upgrade at administration centre.*
- Why is the Town making payments to staff agencies?  
*The Town is utilising agencies in order to fill positions that are required. Some are for vacant positions while others are to cover long service leave or annual leave. Some of these positions include Finance Officer, IT Officer, Rates Officer, Customer Service Officer, Building Surveyor, Engineering Maintenance Operator, Irrigation Maintenance Operator, Traffic and Transport Engineer, and Records Officer.*
- What legal services were the payments to McLeods & Co and Cornerstone Legal for?
  - *Termination of lease documentation and advice.*
  - *Legal advice in relation to ongoing noise complaints.*

- *Legal advice in relation to outgoing terms and conditions for the Eat Ride Enjoy campaign.*
- *Legal fees in relation to Local Government Act prosecution.*
- What was the resale inventory purchased from Espresso Essential?  
*Payment relates to coffee machine supplies and coffee cabinets at the Aqualife and Leisurelife centres.*
- What types of signs do we get suppliers such as Frazzcon Enterprises to install?  
*Signs that are installed are mainly in relation to notification of works and parking signs.*
- What was the electrical services and maintenance provided by Metrowest Services?  
*This payment was for the pool deck lighting at the Aqualife Centre.*
- What were the payments made to Sonic HealthPlus in relation to?  
Payments are made to Sonic HealthPlus for pre-employment medical assessments and fitness for work assessments.
- What are the contributions being made to the Town of Victoria Park social club and lotto club?  
*These amounts are deducted from employee salaries and paid to the respective club on their behalf.*
- What are the project management services provided by Veev Group?  
*This payment was made for a Business Analyst to work on the Town's records management project and library services development.*
- What were the human resources services provided by Western Australia Police?  
*This description does not correctly reflect what the payment was made for and has been updated. The payment made was to return unused grant funding in relation to neighbourhood safety.*
- Why was \$2,200.00 paid to The Dutch Trading Co?  
*This amount was paid as The Dutch Trading Co are program partners for the 2018 Arts Season and are supporting the Town to deliver the event.*

The committee requested that a number of minor amendments be made to the schedule to provide clarity. These amendments were:

- Town of Victoria Park – Staff Social description changed to staff deductions;
- Town of Victoria Park – Lotto Club description changed to staff deductions;
- Western Australia Police description changed to grant fund return; and
- City of Subiaco description changed to transfer of long service leave.

**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 31 January 2018 as included in the appendices, subject to minor amendments being made to the following:**
  - 1.1 Town of Victoria Park – Staff Social description changed to staff deductions;**
  - 1.2 Town of Victoria Park – Lotto Club description changed to staff deductions;**
  - 1.3 Western Australia Police description changed to grant fund return;**
  - 1.4 City of Subiaco description changed to transfer of long service leave; and**
- 2. Direct lodgement of payroll payments to the personal bank accounts of employees.**

## 14.4 Recommendation from the Finance and Audit Committee: Financial statements for the month ending 31 January 2018

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

<b>Date:</b>	16 February 2018
<b>Reporting Officer:</b>	A. Thampoe
<b>Responsible Officer:</b>	N. Cain
<b>Voting Requirement:</b>	Simple Majority

**Executive Summary:**

**Recommendation - That the Finance and Audit Committee recommends that Council, acknowledges the Financial Activity Statement Report – 31 January 2018 as attached to and forming part of this report.**

- The Financial Activity Statement Report is presented for the month ending 31 January 2018. The report complies with the requirements of Regulation 34 (Financial activity statement report) of the *Local Government (Financial Management) Regulations 1996*.

**TABLED ITEMS:**

Nil

**BACKGROUND:**

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

Please note – An overlap exists between the collation of the Monthly Financial Activity Statement Report for the period ending 31 January 2018 and the Annual Budget Review adoption. Accordingly, this report does not reflect the changes that were approved as part of the Annual Budget Review.

**DETAILS:**

Presented is the Financial Activity Statement Report – 31 January 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.*

**Policy Implications:**

Nil

**Risk Management Considerations:**

<b>Risk &amp; Consequence</b>	<b>Consequence + Rating</b>	<b>Likelihood = Rating</b>	<b>Overall Risk Analysis</b>	<b>Mitigation/Actions</b>
<b>Financial Impact:</b> Council not accepting budget amendment recommendation	Moderate	Unlikely	Moderate	Provide reasoning and detailed explanations to Council to enable informed decision making.
<b>Compliance:</b> 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.
<b>Financial impact:</b> Misstatement or significant error in financial statements	Major	Unlikely	Moderate	Daily and monthly reconciliations.  Internal and external audits.
<b>Financial Impact:</b> 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 – 31 January 2018 be accepted.

**CONCLUSION:**

The Financial Activity Statement Report – 31 January, complies with the requirements of Regulation 34 (Financial activity statement report) of the *Local Government (Financial Management) Regulations 1996*. It is therefore requested that the Committee recommend to Council to accept the Financial Activity Statement Report – 31 January 2018.

**FURTHER COMMENTS:**

The members of the Finance and Audit Committee identified that completion stages for projects did not appear to accurately reflect their status. The Finance and Audit Committee will be seeking continual improvement and greater integrity in the reporting in the coming months.

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

The Finance and Audit Committee recommends to Council that:

Pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, Council accepts the Financial Activity Statement Report – 31 January 2018 as attached to, and forming part of, this report.



## ***Financial Activity Statement Report***

*For the month ended 31 January 2018*



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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

##### Community Planning

- **Community Development**

- The period variation is favourable to period budget by \$31,366.
- The variation relates to higher than anticipated revenue received from facility hire fees primarily from one or two larger event holders such as the Embargo Pop-up Bar at McCallum Park.

- Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.
- **Urban Planning**
  - The period variation is favourable to period budget by \$76,794.
  - The variation primarily relates to an increase in development application fees, which was greater than anticipated.
  - Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

#### Finance

- **Aqualife**
  - The period variation is unfavourable to period budget by \$72,091.
  - The variation predominantly relates to lower than anticipated attendance numbers and revenue associated with the Aqualife Café, which has ceased operations, lower than anticipated venue attendance.
  - Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.
- **Leisurelife**
  - The period variation is favourable to period budget by \$53,163.
  - The variation is predominantly as a result of an increase in the health club and facility hire revenue.
  - Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

#### Operations

- **Asset Planning**
  - The period variation is favourable to period budget by \$73,099.
  - The variation is predominantly due to higher than anticipated revenue received from hire fees.
  - Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.
- **Operations Office**
  - The period variation is unfavourable to period budget by \$735,290.
  - The variation predominantly relates to budget timing of grant funding associated with the Lathlain Precinct Redevelopment Project.
  - Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Project Management**

- The period variation is favourable to period budget by \$758,012.
- The variation relates to revenue received from leasing of 6-8 Planet Street, Carlisle to the Education Department, to temporarily assist in the provision of education services. The funds will be transferred to the Land Asset Optimisation Reserve.
- Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Street Operations**

- The period variation is unfavourable to period budget by \$73,618.
- The variation predominantly relates to some capital projects that have been unsuccessful in receiving grant funding. The grant revenue and associated capital costs have been removed from these projects as part of the recent Annual Budget Review.
- Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

## **Operating Expense**

### Chief Executive Office

- **Communications and Engagement**

- The period variation is favourable to period budget by \$54,575.
- The variation is predominantly due to staff vacancies within the area.
- Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Customer Relations**

- The period variation is favourable to period budget by \$65,542.
- The variation is predominantly due to staff vacancies within the area.
- Variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

### Community Planning

- **Economic Development**

- The period variation is favourable to period budget by \$64,989.
- The variation is predominantly due to staff vacancies within the area.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Healthy Community**

- The period variation is favourable to period budget by \$35,504.
- The variation is predominantly due to staff vacancies within the area.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Strategic Town Planning**

- The period variation is favourable to period budget by \$56,737.
- The variation is predominantly due to staff vacancies within the area.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

## Finance

- **Aqualife**

- The period variation is favourable to period budget by \$98,820.
- The variation is predominantly due to staff vacancies within the area.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Financial Services**

- The period variation is unfavourable to period budget by \$57,238.
- The variation is predominantly due to the addition of a Manager, as well as the relocation of existing expenses.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Financial Services**

- The period variation is favourable to period budget by \$51,100.
- The variation is predominantly due to the reallocation of existing expenditure into the Financial Services area.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Parking Management**

- The period variation is favourable to period budget by \$94,102.
- The variation is predominantly due to vacancies within the area.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.



Operations

- **Parks**

- The period variation is favourable to period budget by \$178,088.
- The variation is predominantly due to a redeployment trial of field staff, and improvement in work practices that has reduced the cost of park maintenance. The variance also relates to budget timing for tree maintenance, due to an unusually mild start to summer. Watering costs are expected to increase going forward.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Project Management**

- The period variation is favourable to period budget by \$77,062.
- The variation is predominantly due to staff vacancies within the area.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Waste Services**

- The period variation is favourable to period budget by \$153,293.
- The variation is predominantly due to timing of invoices for recycling collection, tip fees and waste collection not aligning to the year-to-date budget.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

**Capital Expense**Operations

- **Asset Planning**

- The period variation is favourable to period budget by \$695,958.
- The variation is predominantly a result of budget funds carried forward for the Aqualife Centre - Pool Deck Floor (Stage 1) project. Most of the invoices relating to this project was paid before the 2016-2017 financial year payment cut off period, therefore the total amount carried forward will not be used during the 2017-2018 year.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Parks and Reserves**

- The period variation is up on the period budget by \$415,303.
- The variation predominantly relates to budget timing not aligning with some large capital projects.
- The variations identified have been taken into consideration during the Annual Budget Review process and the budget has been adjusted accordingly. Therefore the estimated impact on the year end position is expected to be \$nil.

- **Street Operations**

- The period variation is up on the period budget by \$392,069.
- The variation is predominantly a result of projects that were unsuccessful for grant funding, which will be removed from the capital projects listing as part of the Annual Budget Review process. The variance also relates to projects that will not be completed this financial year due to the staging of the projects.
- The estimated impact on the year end position is expected to be \$nil.

**Non-Operating Revenue**

No material variance to report

**Non-Operating Expenses**

No material variance to report

**Proposed Budget Amendments**

No Budget Amendments to report

**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) Inventories**General

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 is 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.

**Business 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 area includes the responsibility for core organisational services, leadership and strategic direction of the Town.

Communications

The Communications area supports project teams within the organisation on issues relating to community engagement, marketing, media relations and branding. The area also develops and manages materials relating to the image and reputation of the Town.

Governance

Governance deals with the values, policies and procedures the Council and staff members adopt to provide ethical, transparent and accountable local government.

Human Resources and Organisational Development

The Human Resources and Organisational Development area coordinates all aspects of Human Resources including workforce planning, recruitment, selection and payroll. In addition it is responsible for change management initiatives and the coordination of business planning and performance management. It also manages the coordination of Occupational Safety and Health responsibilities.

Project Management

The Project Management area oversees project management and development in the organisation. It provides management support to internal officers and works collaboratively to deliver major projects to the Council by implementing the necessary standards and procedures. Its secondary function is to provide standardised project reporting to elected members and senior management – in this sense the unit operates as the eyes and ears of management and can alert them to risk and issues early to allow timely interventions to be made.

**Business Life Program**Business Life Program (BLP) Administration

This Business Unit includes the administration of the Director of the Business Life Program, including specialist programs and projects relating to the Business Life Program.

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.

Business Development

Business Development is an externally focussed Business Unit concentrating on the development of the local economy, in conjunction with local businesses, as well as the generation of revenue from funding sources outside of the District.

Corporate Funds

The Corporate Funds area includes loans, reserve funds, restricted funds, rate revenue and corporate grant funding.

Customer Relations

The Customer Relations team aims to provide a consistent high level of customer service that is professional and friendly. The focus is to simplify processes and make interaction with the Town easy.

Finance

The Finance area includes the administration and operation of all corporate finance related matters, including cash receipting, billing, and investment of funds, payment of creditors, and the corporate finance systems.

Information and Communication Technology (ICT) Services

The ICT Services area includes the provision, operation and maintenance of the corporate computer systems, including software management, hardware management, printing and consumables, telephones and communications networks, and also includes the provision and maintenance of the Corporate Records System.

Parking

Parking is responsible for the management, and safe use, of parking in the District.

Regulatory Services

Regulatory Services combines the Environmental Health, Rangers and Parking areas. The Environmental Health area includes the administration, inspection and operations of programs concerned with the general health of the community and includes the provision of immunisation programs, inspection and licencing of food premises and conducting preventative service programs. The Rangers and Parking area includes the administration and operation of fire prevention services, animal control, enforcement of local laws and vehicle impoundment.

**Community Life Program**Community Life Program (CLP) Administration

This Business Unit includes the administration of the Director of the Community Life Program, including specialist programs and projects relating to the Community Life Program.

Active Life

Active Life aims to improve the community's wellbeing through the provision of health related community based programs and activities.

Aqualife

Aqualife aims to improve the community's wellbeing by increasing participation rates in physical activity and leisure interest activities at the Town's Aquatic Facilities. A wide range of program options are offered, which include Learn to Swim programs, recreational swimming, organised swimming and health and fitness services.

Digital Hub

The Digital Hub provides free computer courses and online training for the local community, not-for-profit organisations and businesses. Residents are able to participate in friendly, interactive training sessions to learn how to access and explore the online world.

Lifelong Learning

The Lifelong Learning area provides local history and library services to engage the community with opportunities to explore ideas, interact with others, discover the Town's history and become lifelong learners.

Neighbourhood Enrichment

The Neighbourhood Enrichment area aims to foster the enrichment of people, place and participation through community and cultural engagement.

Sporting Life

Sporting Life aims to increase participation in physical activity and improve the community's wellbeing by providing contemporary facilities, organised sport and community programs.

**Future Life and Built Life Programs**Future Life and Built Life Program (FLBLP) Administration

This Business Unit includes the administration of the Director of the Future Life and Built Life Programs, including specialist programs and projects relating to the Future Life and Built Life Programs.

*Future Life Program*Strategic Planning

The Strategic Planning Business Unit includes both Strategic Planning and Strategic Asset Planning. Strategic Planning aims to provide an integrated comprehensive direction for the future development of the Town. Strategic Asset Planning aims to optimise the sustainable use of the Town's assets.

Strategic Projects

Strategic Projects aims to implement projects to achieve the desired future character of the Town.

*Built Life Program*Building

Building aims to ensure buildings are safe, liveable, accessible and sustainable, and meet statutory requirements.

Urban Planning

Urban Planning seeks to enhance our unique character by promoting the development of a high quality built environment and liveable, vibrant streetscapes.

**Renew Life Program**Renew Life Program (RLP) Administration

This Business Unit includes the administration of the Director of the Renew Life Program, including specialist programs and projects relating to the Renew Life Program.

Asset Management

Asset Management aims to effectively manage, maintain and renew the Town's assets.

Fleet Management

Fleet Management aims to improve and provide fleet and plant management services that are delivered to a standard that meets community expectations and contributes to a vibrant lifestyle within the Town.

Parks

The Parks area aims to ensure the parks and natural areas are provided to the best standard, and that the Town's streetscapes are safe, clean and attractive.

Street Improvement

The Street Improvement area manages the Town's public assets to a standard that creates the foundation for vibrancy and a quality lifestyle.

Street Operations

Street Operations provides the maintenance and construction services related to street infrastructure.

Waste

Waste provides the ongoing services related to the waste collection, minimisation and disposal in a sustainable manner.



**Statement of Financial Activity**  
For the period 1 July 2017 to 31 January 2018

Particulars	Material Variance		Revised Budget	31 January 2018	
	\$	%		Year-to-Date Budget	Year-to-Date Actual
			\$	\$	\$
<b>Revenue</b>					
<b>Chief Executive Office</b>			<b>11,000</b>	<b>6,440</b>	<b>2,500</b>
Chief Executive Office			0	0	510
Communications and Engage			1,000	560	280
Customer Relations			0	0	0
Human Resources			10,000	5,880	510
Leadership and Governance			0	0	1,200
<b>Community Planning</b>			<b>1,328,100</b>	<b>912,150</b>	<b>1,039,124</b>
Building Services			361,000	210,630	205,009
Community Development	31,366	▲	365,100	230,280	261,646
Community Planning Office			500	280	1,471
Digital Hub			1,900	1,190	449
Economic Development			0	0	0
Environmental Health			247,300	244,110	269,041
General Compliance			0	0	0
Healthy Community			25,000	14,560	17,338
Library Services			36,900	21,630	18,180
Place Management			0	0	0
Strategic Town Planning			700	420	146
Urban Planning	76,794	▲	289,700	189,050	265,844
<b>Finance</b>			<b>54,511,100</b>	<b>49,983,917</b>	<b>49,979,005</b>
Aqualife	72,091	▼	2,518,700	1,400,820	1,328,729
Budgeting			20,800	12,180	3,318
Business Development			0	0	0
Corporate Funds			46,203,800	44,934,120	44,925,308
Finance Office			1,000	560	928
Financial Services			742,900	682,520	689,454
Information Systems			13,000	7,560	1,553
Leisurelife	53,163	▲	2,235,500	1,327,127	1,380,290
Parking Management			2,629,000	1,533,700	1,539,420
Rangers			146,400	85,330	110,004
<b>Operations</b>			<b>6,902,200</b>	<b>5,533,581</b>	<b>5,593,403</b>
Asset Planning	73,099	▲	153,000	89,460	162,559
Environment			0	0	0
Fleet Services			0	0	12,143
Operations Office	735,290	▼	3,516,500	3,509,660	2,774,370
Parks and Reserves			247,500	27,790	28,128
Project Management	758,012	▲	90,000	90,000	848,012
Street Improvement			38,000	25,926	26,495
Street Operations	73,618	▼	1,966,200	1,070,995	997,377
Waste Services			891,000	719,750	744,320
<b>Total Revenue</b>			<b>62,752,400</b>	<b>56,436,088</b>	<b>56,614,031</b>



**Statement of Financial Activity**  
For the period 1 July 2017 to 31 January 2018

Particulars	Material Variance		Revised Budget	31 January 2018	
	\$	%		Year-to-Date Budget	Year-to-Date Actual
			\$	\$	\$
<b>Operating Expense</b>					
<b>Chief Executive Office</b>			<b>(4,264,400)</b>	<b>(2,618,004)</b>	<b>(2,490,911)</b>
Chief Executive Office			(1,010,800)	(586,444)	(588,299)
Communications and Engage	54,575	▼	(826,800)	(467,020)	(412,445)
Customer Relations	65,542	▼	(887,100)	(517,475)	(451,933)
Human Resources			(1,055,300)	(600,601)	(579,040)
Leadership and Governance			(484,400)	(446,464)	(459,194)
<b>Community Planning</b>			<b>(8,367,000)</b>	<b>(4,493,600)</b>	<b>(4,293,281)</b>
Building Services			(481,300)	(291,307)	(301,888)
Community Development			(2,032,000)	(1,002,594)	(982,130)
Community Planning Office			(1,585,600)	(889,945)	(880,327)
Digital Hub			(175,800)	(92,571)	(72,490)
Economic Development	64,989	▼	(239,000)	(139,426)	(74,437)
Environmental Health			(551,600)	(331,776)	(354,106)
General Compliance			0	0	(6,769)
Healthy Community	35,504	▼	(284,300)	(163,513)	(128,009)
Library Services			(1,158,800)	(675,983)	(663,673)
Place Management			0	0	0
Strategic Town Planning	56,737	▼	(804,700)	(331,696)	(274,959)
Urban Planning			(1,053,900)	(574,789)	(554,494)
<b>Finance</b>			<b>(20,837,423)</b>	<b>(12,432,418)</b>	<b>(12,186,942)</b>
Aqualife	98,820	▼	(2,911,280)	(1,606,034)	(1,507,214)
Budgeting			(7,706,800)	(5,085,624)	(5,092,296)
Business Development			0	0	0
Corporate Funds			(542,300)	(246,344)	(234,912)
Finance Office	57,238	▲	(571,623)	(333,466)	(390,704)
Financial Services	51,100	▼	(1,188,000)	(643,007)	(591,907)
Information Systems			(2,260,200)	(1,318,457)	(1,303,578)
Leisurelife			(2,768,320)	(1,579,710)	(1,555,863)
Parking Management	94,102	▼	(2,131,200)	(1,173,214)	(1,079,112)
Rangers			(757,700)	(446,562)	(431,356)
<b>Operations</b>			<b>(23,503,800)</b>	<b>(13,221,732)</b>	<b>(12,761,218)</b>
Asset Planning			(3,666,000)	(1,886,816)	(1,862,710)
Environment			0	0	(14,763)
Fleet Services			0	0	(5,712)
Operations Office			(4,282,800)	(3,230,505)	(3,216,571)
Parks and Reserves	178,088	▼	(4,424,500)	(2,220,594)	(2,042,506)
Project Management	77,062	▼	(952,400)	(413,321)	(336,259)
Street Improvement			(1,285,800)	(745,691)	(729,695)
Street Operations			(2,641,200)	(1,378,309)	(1,359,799)
Waste Services	153,293	▼	(6,251,100)	(3,346,496)	(3,193,203)
<b>Total Operating Expense</b>			<b>(56,972,623)</b>	<b>(32,765,754)</b>	<b>(31,732,352)</b>



**Statement of Financial Activity**  
For the period 1 July 2017 to 31 January 2018

Particulars	Material Variance		Revised Budget \$	31 January 2018		
				Year-to-Date Budget \$	Year-to-Date Actual \$	
	\$	%		\$	\$	\$
<u>Capital Expense</u>						
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			(10,000)	(10,000)	(7,070)	
Building Services			0	0	0	
Community Development			(10,000)	(10,000)	(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			(1,460,600)	(358,000)	(364,580)	
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			(1,045,700)	(205,000)	(227,789)	
Leisurelife			0	0	0	
Parking Management			(391,900)	(130,000)	(128,700)	
Rangers			0	0	0	
Operations			(15,438,100)	(6,092,988)	(4,570,463)	
Asset Planning	695,958	▼	34%	(4,272,200)	(2,054,750)	(1,358,792)
Environment				0	0	0
Fleet Services				(1,107,000)	(479,000)	(459,805)
Operations Office				0	0	0
Parks and Reserves	415,303	▼	80%	(3,547,600)	(518,200)	(102,897)
Project Management				0	0	0
Street Improvement				0	0	0
Street Operations	392,069	▼	13%	(6,500,300)	(3,041,038)	(2,648,969)
Waste Services				(11,000)	0	0
Total Capital Expense				(16,908,700)	(6,460,988)	(4,942,113)



*Statement of Financial Activity*  
*For the period 1 July 2017 to 31 January 2018*

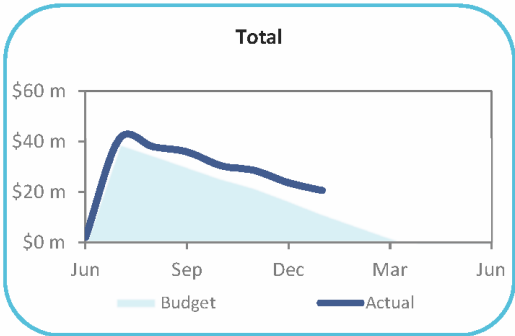
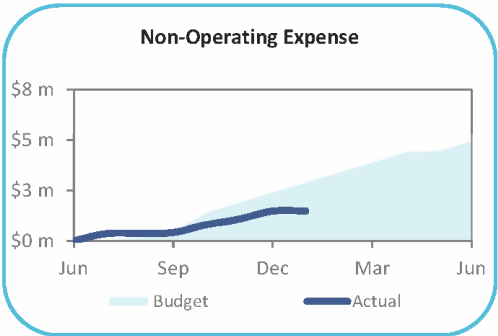
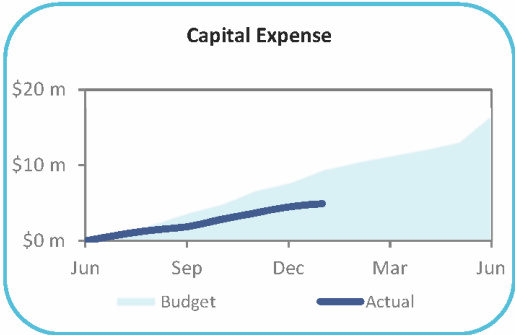
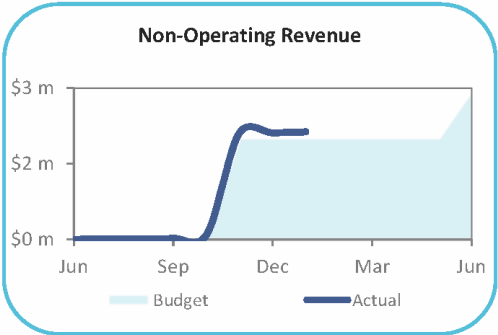
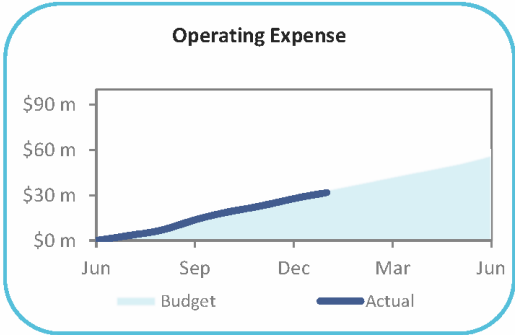
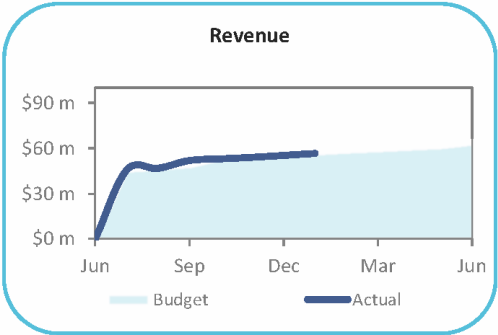
Particulars	\$	Material Variance	%	Revised Budget \$	31 January 2018	
					Year-to-Date Budget \$	Year-to-Date Actual \$
<u>Non-Operating Revenue</u>						
Finance				2,678,800	2,020,000	2,020,000
Corporate Funds				2,678,800	2,020,000	2,020,000
Operations				293,000	100,000	113,951
Fleet Services				293,000	100,000	113,951
<b>Total Non-Operating Revenue</b>				<b>2,971,800</b>	<b>2,120,000</b>	<b>2,133,951</b>
<u>Non-Operating Expense</u>						
Finance				(5,068,700)	(1,480,000)	(1,474,523)
Corporate Funds				(5,068,700)	(1,480,000)	(1,474,523)
<b>Total Non-Operating Expense</b>				<b>(5,068,700)</b>	<b>(1,480,000)</b>	<b>(1,474,523)</b>
<u>Non-Cash Items Adjustments</u>						
Profit and Loss				0	(42)	14,293
Depreciation				7,936,000	4,629,324	5,386,866
<b>Total Non-Cash Items Adjustments</b>				<b>7,936,000</b>	<b>4,629,282</b>	<b>5,401,159</b>
<b>Suspense Items Yet To Be Applied</b>					0	247,648
<b>Opening Surplus / (Deficit)</b>				5,289,823	5,289,823	6,210,874
<b>Closing Surplus / (Deficit)</b>				0	27,768,451	32,458,676





Statement of Financial Activity  
For the period 1 July 2017 to 31 January 2018

Graphical Representation





**Net Current Funding Position**  
For the period 1 July 2017 to 31 January 2018

Particulars	Brought Forward 1 July \$	2017-2018 Revised Budget \$	Year To Date Actual \$
<b>Current Assets</b>			
Cash - Unrestricted	10,533,455	4,080,896	30,189,105
Cash - Reserves / Restricted	24,441,643	25,249,343	22,423,018
Receivables and Accruals	4,532,901	2,000,000	10,246,898
Inventories	6,978	10,000	6,978
Land Held for Sale	0	509,104	0
	<b>39,514,977</b>	<b>31,849,343</b>	<b>62,865,999</b>
<b>Less Current Liabilities</b>			
Payables and Provisions	(8,862,461)	(6,600,000)	(7,984,305)
	<b>(8,862,461)</b>	<b>(6,600,000)</b>	<b>(7,984,305)</b>
<b>Net Current Asset Position</b>	<b>30,652,516</b>	<b>25,249,343</b>	<b>54,881,694</b>
<b>Less</b>			
Cash - Reserves / Restricted	(24,441,643)	(25,249,343)	(22,423,018)
<b>Estimated Surplus / (Deficiency) Carried Forward</b>	<b>6,210,873</b>	<b>-</b>	<b>32,458,676</b>



*Cash and Cash Investments*  
For the month ended 31 January 2018

Cash and Investments Analysis

	Amount Invested \$	Interest Rate %	Term (Days)	Maturity Date	Projected Earnings \$	Percentage of Portfolio
<b>Cash - Unrestricted</b>						
<b>Bankwest</b>	<b>2,000,000</b>				<b>11,836</b>	<b>4%</b>
4653222	2,000,000	2.40	90	12 Feb 18	11,836	
<b>CBA</b>	<b>10,180,100</b>				<b>7,405</b>	<b>19%</b>
At Call	10,180,100	Variable	11am	Daily	7,405	
<b>ME Bank</b>	<b>1,000,000</b>				<b>10,411</b>	<b>2%</b>
27391	1,000,000	2.50	152	12 Feb 17	10,411	
<b>NAB</b>	<b>12,000,000</b>				<b>118,159</b>	<b>23%</b>
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	
23-362-3882	6,000,000	2.45	90	12 Feb 18	36,247	
<b>BOQ</b>	<b>5,000,000</b>				<b>65,671</b>	<b>10%</b>
28579	5,000,000	2.55	188	21 May 18	65,671	
<b>Total Cash - Unrestricted</b>	<b>30,180,100</b>				<b>129,688</b>	<b>48%</b>
<b>Cash - Restricted</b>						
<b>CBA</b>	<b>4,423,018</b>				<b>188</b>	<b>8%</b>
At Call	4,423,018	Variable	11am	Daily	188	
<b>Bankwest</b>	<b>5,000,000</b>				<b>92,808</b>	<b>10%</b>
4615238	5,000,000	2.50	271	23 Apr 18	92,808	
<b>NAB</b>	<b>3,000,000</b>				<b>68,630</b>	<b>6%</b>
97-887-7369	3,000,000	2.50	334	25 Jun 18	68,630	
<b>BOQ</b>	<b>10,000,000</b>				<b>224,129</b>	<b>19%</b>
026499	7,000,000	2.60	336	27 Jun 18	167,540	
027704	3,000,000	2.55	270	26 Jun 18	56,589	
<b>Total Cash - Restricted</b>	<b>22,423,018</b>				<b>385,755</b>	<b>43%</b>
<b>Total Cash - Invested</b>	<b>52,603,118</b>				<b>571,305</b>	<b>95%</b>
<b>Cash on Hand</b>	<b>9,005</b>					
<b>Total Cash</b>	<b>52,612,123</b>					



**Cash and Cash Investments**  
For the month ended 31 January 2018

Cash and Investments Analysis

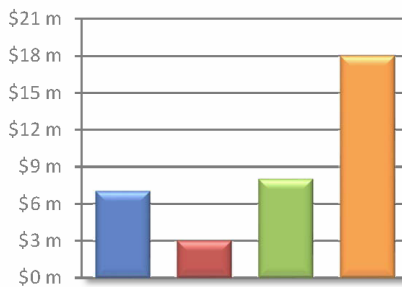
Portfolio Diversity

Institution	%
Bankwest	13
BOQ	29
CBA	28
ME Bank	2
Suncorp	0
NAB	29
	100

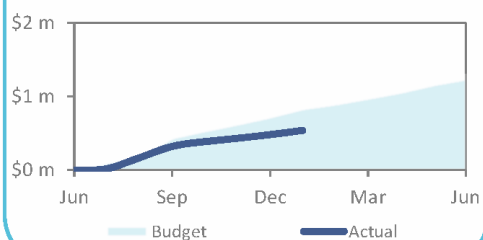


Investment Maturity Timing

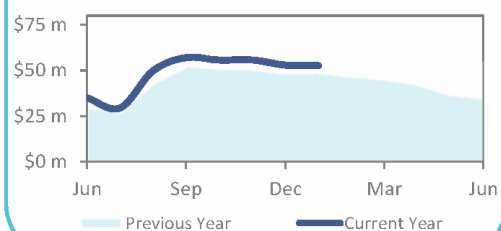
Maturity	\$
Up to 30 days	7,000,000
31 - 60 days	3,000,000
61 - 90 days	8,000,000
90+ days	18,000,000
	<u>36,000,000</u>



Interest Earnings



Total Cash Holdings

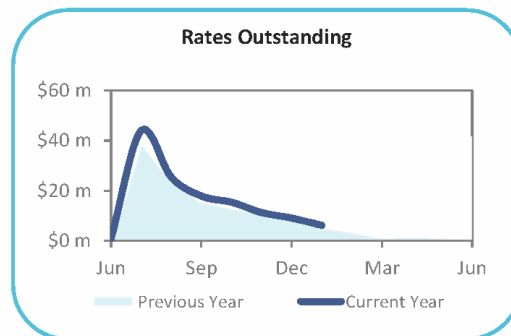




**Receivables (Rates and Sundry Debtors)**  
For the month ended 31 January 2018

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

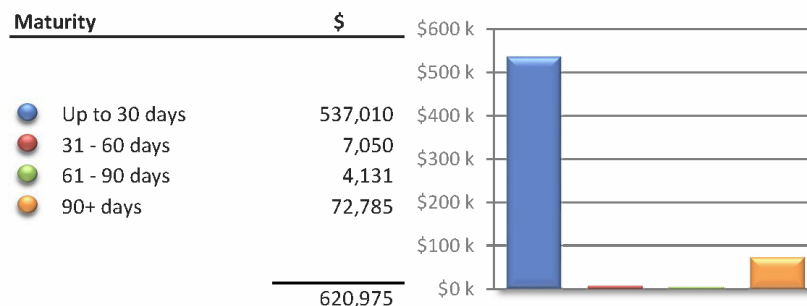
	<b>Total</b>
Balance from Previous Year	821,508
Rates Levied - Initial	0
Rates Levied - Interims	44,240,741
<b>Total Rates Collectable</b>	<b>45,062,248</b>
Current Rates Collected To Date	38,956,855
<b>Current Rates Outstanding</b>	<b>6,105,393</b>
<b>% Rates Outstanding</b>	<b>13.5%</b>



**Sundry Debtors**

Type	Total	30 Days	60 Days	90 Days	90+ Days
Grants and Subsidies	412,633	412,633	-	-	-
Property Rent	55,419	4,855	1,876	-	48,688
Aqualife Fees	22,047	20,323	1,309	-	416
Leisurelife Fees	10,298	10,298	-	-	-
Community Life Fees	29,859	26,730	297	2,713	120
Health Fees	44,130	36,418	1,226	458	6,028
Other Fees and Charges	30,477	15,287	-	120	15,070
Long Service Leave From Councils	-	-	-	-	-
Building and Planning Application Fees	16,112	10,466	2,343	840	2,463
<b>Total Sundry Debtors</b>	<b>620,975</b>	<b>537,010</b>	<b>7,050</b>	<b>4,131</b>	<b>72,785</b>

**Sundry Debtor Aged Analysis**





**Grants and Contributions**  
For the month ended 31 January 2018

**Grants and Contributions**

Details	Original Budget	Revised Budget	Receipt Status	
	\$	\$	Invoiced	Remaining
Corporate Funds				
Federal Assistance	750,000	750,000	174,615	575,385
Federal Local Road	330,000	330,000	86,594	243,407
Lifelong Learning				
Book Council Grants - Local History	2,000	2,000	-	2,000
State Government Grants - Lifelong	2,000	2,000	1,000	1,000
State Government Grants - Adult Programs	2,000	2,000	-	2,000
Book Council Grants - Young People Services	3,600	3,600	-	3,600
Neighbourhood Enrichment				
Federal Gov Grants Access Inclusion & Seniors	4,500	200	-	200
Sponsorship Creative Arts	4,500	13,000	-	13,000
State Government Grants Cultural Engagement	20,000	1,000	-	1,000
State Government Grants Families and Youth	50,000	5,000	-	5,000
Lotterywest Grants Events and Volunteers	20,000	20,000	-	20,000
Sponsorship Events and Volunteers	14,000	2,000	4,950	-
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	5,000	-	5,000
Parks				
State Government Grant - Recreational	200,000	200,000	-	200,000
Street Operations				
MRWA Direct Road Grants	62,400	62,400	47,552	14,848
Street Lighting Subsidy	1,000	1,000	-	1,000
MRRG Road Rehabilitation Grants	180,000	180,000	153,280	26,720
MRWA Black Spot Grants	675,000	675,000	330,109	344,891
MRWA Other Grants	280,000	280,000	178,879	101,121
Transport Authority Grants	90,000	90,000	18,000	72,000
Transport Grants	285,700	285,700	-	285,700
State Government Grant	70,000	280,000	75,000	205,000
<b>Total Cash Deposits</b>	<b>3,075,700</b>	<b>3,224,900</b>	<b>1,079,979</b>	<b>2,147,871</b>



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### 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 31 January 2018**

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**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 31 January 2018*

**Reserve Funds Transactions**

	Annual Opening Balance \$	Transfer to Reserve \$	Transfer from Reserve \$	31 January 2018 Balance Actual \$	Balance Budget \$	Annual Revised Budget \$
Building Renewal	400,466	23	(70,000)	330,489	400,466	418,266
Community Art	641,043	36	-	641,079	641,043	690,043
Drainage Renewal	172,720	9	-	172,729	172,720	225,920
Edward Millen Site	1,356,878	76	-	1,356,954	1,356,878	1,458,678
Furniture and Equip Renewal	558,907	32	-	558,939	558,907	599,907
Future Fund	12,332,193	694	-	12,332,887	12,332,193	13,658,793
Future Projects	1,798,878	101	(1,500,000)	298,979	1,798,878	450,178
Harold Hawthorn - Carlisle	126,430	8	-	126,438	126,430	148,630
Information Technology Ren	358,400	20	-	358,420	358,400	665,400
Insurance Risk Reserve	367,830	21	-	367,851	367,830	397,230
Other Infrastructure Renewal	574,443	32	-	574,475	574,443	615,443
Parks Renewal	261,025	15	(250,000)	11,040	261,025	46,225
Pathways Renewal	367,397	21	-	367,418	367,397	420,397
Plant and Machinery	235,342	14	-	235,356	235,342	269,342
Renewable Energy	220,980	12	(200,000)	20,992	220,980	75,380
Roads Renewal	788,737	44	-	788,781	788,737	882,337
Underground Power	2,962,799	166	-	2,962,965	2,962,799	3,241,999
Waste Management	917,175	51	-	917,226	917,175	985,175
	<b>24,441,643</b>	<b>1,375</b>	<b>(2,020,000)</b>	<b>22,423,018</b>	<b>24,441,643</b>	<b>25,249,343</b>



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 31 January 2018

### Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
<b>Buildings</b>			<b>4,042,200</b>	<b>1,297,137</b>
<b>New - Buildings</b>				
New - Rayment Park Toilets	<input type="checkbox"/>	■■■■	42,800	0
Aqualife - Energy Efficiency Initiatives	<input type="checkbox"/>	■■■■	100,000	42,279
Leisurelife - Energy Efficiency Initiatives	<input type="checkbox"/>	■■■■	100,000	0
New Community Facility - Zone 6 - LPRP - Capital	<input type="checkbox"/>	■■■■	31,900	8,707
<b>Upgrade - Buildings</b>				
Administration Centre - Security Card Entry Control	<input type="checkbox"/>	■■■■	64,100	0
Lifelong Learning - Library Entrance Upgrade	<input type="checkbox"/>	■■■■	95,400	0
Parking Management - Security Card Entry Control	<input type="checkbox"/>	■■■■	2,000	0
Leisurelife - Emergency Management Switchboard	<input type="checkbox"/>	■■■■	5,000	0
Administration Centre - Accessibility	<input type="checkbox"/>	■■■■	70,000	0
Leisurelife - Reception and Cafe Area	<input type="checkbox"/>	■■■■	50,000	6,105
Police and Citizens Youth Centre (Kensington PCYC) - Swit	<input type="checkbox"/>	■■■■	40,000	0
Upgrade Lot 61 Lathlain Place - Zone 8 - LPRP - Capital	<input type="checkbox"/>	■■■■	48,700	0
<b>Renewal - Buildings</b>				
Aqualife Centre - Pool Deck Floor (Stage 1)	<input type="checkbox"/>	■■■■	434,500	111,670
Aqualife Centre - Airconditioning Replacement	<input type="checkbox"/>	■■■■	33,000	0
Air Conditioning System - Council Administration - Renewal	<input type="checkbox"/>	■■■■	860,200	797,163
Shepperton Road Underpass - Retiling	<input type="checkbox"/>	■■■■	15,000	120
Aqualife Centre - Renew Leisure Pool - Pump & Water featu	<input type="checkbox"/>	■■■■	38,000	35,950
Aqualife Centre - Replacement of Boilers	<input checked="" type="checkbox"/>	■■■■	97,500	99,246
Aqualife Centre - Renew Spa Plant Room, Filter & Pipeworl	<input type="checkbox"/>	■■■■	16,900	0
Aqualife Centre - Tiling of 50m Swimming Pool	<input type="checkbox"/>	■■■■	142,500	0
Aqualife Centre - Renewal Circulation and Chemical Pumps	<input type="checkbox"/>	■■■■	8,900	2,945
Aqualife Centre - Training Room Fitout	<input type="checkbox"/>	■■■■	30,800	0
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	900
Administration Centre - Fire Panel Replacement	<input type="checkbox"/>	■■■■	65,000	4,750
Aqualife Centre - Chemical Shed	<input type="checkbox"/>	■■■■	15,000	0
Aqualife Centre - Window Tinting	<input type="checkbox"/>	■■■■	10,000	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 checked="" type="checkbox"/>	■■■■	15,000	18,010
Depot Rear Shed - Roof and Cladding Replacement	<input type="checkbox"/>	■■■■	177,000	0
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
Hubert Street Carpark Toilets - LED Lighing	<input type="checkbox"/>	■■■■	2,000	0
John Macmillan Park Toilets - Lighting, accessibility access	<input type="checkbox"/>	■■■■	97,000	2,460



**Capital Items Progress**  
For the month ended 31 January 2018

**Capital Items**

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
<b>Renewal - Buildings (continued)</b>				
Leisurelife - Commercial Kitchen Flooring	<input type="checkbox"/>	■□□□	15,000	7,862
Leisurelife - Court Flooring	<input type="checkbox"/>	□□□□	95,000	0
Leisurelife - Courts Lighting	<input type="checkbox"/>	■□□□	70,000	25,097
Leisurelife - Emergency Exit Doors	<input type="checkbox"/>	■□□□	20,000	18,700
Leisurelife - Entrance and Signage Renewal	<input type="checkbox"/>	■□□□	35,000	23,342
Leisurelife - Gym Flooring	<input type="checkbox"/>	□□□□	65,000	0
Leisurelife - Roofing	<input type="checkbox"/>	■□□□	25,000	8,225
Leisurelife - Squash Courts (3 and 4)	<input checked="" type="checkbox"/>	■□□□	55,000	58,180
Leisurelife - Toilets and Change Rooms	<input type="checkbox"/>	□□□□	180,000	0
Library - Facility Lighting	<input type="checkbox"/>	■□□□	20,000	3,600
Library - Fire Panel Replacement	<input type="checkbox"/>	■□□□	35,000	5,000
Library - Public Area Carpets	<input type="checkbox"/>	□□□□	80,000	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 - Upgrade	<input type="checkbox"/>	■□□□	162,000	2,460
Victoria Park Carlisle Bowling Club - Toilets	<input type="checkbox"/>	■□□□	35,000	2,160
<b>Plant and Machinery</b>			<b>1,107,000</b>	<b>459,805</b>
<b>New - Plant and Machinery</b>				
Trailer Purchase - Engineering (149VPK - Plant 167)	<input type="checkbox"/>	□□□□	28,000	0
Vehicle Purchase - Parking Management (a)	<input type="checkbox"/>	□□□□	25,000	0
Vehicle Purchase - Parking Management (b)	<input type="checkbox"/>	□□□□	25,000	0
Plant - Electric Bikes	<input checked="" type="checkbox"/>	■□□□	6,100	6,336
Plant - Street Operations - High Pressure Cleaner and Trail	<input type="checkbox"/>	■□□□	29,000	11,694
<b>Renewal - Plant and Machinery</b>				
Purchase Major Plant - Light Truck Parks (160VPK - Plant 4	<input checked="" type="checkbox"/>	■□□□	85,000	103,216
Purchase Major Plant - Mower Slasher Parks (147VPK Plan	<input type="checkbox"/>	■□□□	37,000	27,974
Purchase Major Plant - Mowing Trailer Parks (158VPK - Pla	<input checked="" type="checkbox"/>	■□□□	20,500	23,940
Minor Plant Renewal - Low Value Pool - Parks	<input type="checkbox"/>	■□□□	15,700	3,675
Minor Plant Renewal - Street Improvement	<input type="checkbox"/>	■□□□	10,700	7,342
Minor Plant Renewal - Workshop Pressor (Replacing CVR#	<input type="checkbox"/>	□□□□	10,000	0
Fleet - Aqualife - 1EMT367 (Plant 365)	<input type="checkbox"/>	■□□□	25,000	22,241
Fleet - Asset Management - 179VPK (Plant 385)	<input type="checkbox"/>	□□□□	25,000	0
Fleet - Building Services - 113VPK (Plant 368)	<input type="checkbox"/>	■□□□	25,000	22,448
Fleet - Business Life Administration - 106VPK (Plant 369)	<input type="checkbox"/>	■□□□	35,000	32,736
Fleet - Community Life Administration - 110VPK (Plant 371)	<input type="checkbox"/>	■□□□	35,000	31,188
Fleet - Community Life Administration - 166VPK (Plant 379)	<input type="checkbox"/>	■□□□	35,000	0
Fleet - Environmental Health - 116VPK (Plant 372)	<input type="checkbox"/>	■□□□	25,000	20,838
Fleet - Leisurelife - 112VPK (Plant 364)	<input type="checkbox"/>	■□□□	25,000	21,947
Fleet - Lifelong Learning - 164VPK (Plant 386)	<input type="checkbox"/>	□□□□	25,000	0
Fleet - Ranger Services - 183VPK (Plant 366)	<input type="checkbox"/>	□□□□	25,000	0



**Capital Items Progress**  
For the month ended 31 January 2018

### Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
<b>Renewal - Plant and Machinery (continued)</b>				
Fleet - Renew Life Administration - 111VPK (Plant 360)	□	□□□□	35,000	0
Fleet - Street Improvement - 128VPK (Plant 384)	□	□□□□	25,000	0
Fleet - Urban Planning - 108VPK (Plant 377)	□	■□□□	25,000	24,728
Plant - Street Operations - High Pressure Cleaner (239)	□	□□□□	5,000	0
Plant - Street Operations - High Pressure Cleaner (332)	□	□□□□	5,000	0
Plant - Street Operations - Plate Compactor (315)	□	□□□□	5,000	0
Plant - Street Operations - Plate Compactor (316)	□	□□□□	5,000	0
Truck - Street Operations - 131VPK (44)	□	□□□□	105,000	0
Truck - Street Operations - 145VPK (43)	□	□□□□	150,000	0
Utility (Fleet) - Parks - 130VPK (283)	□	■□□□	40,000	36,988
Utility (Fleet) - Parks - 148VPK (329)	□	□□□□	30,000	0
Utility (Fleet) - Street Operations - 135VPK (287)	□	■□□□	30,000	29,168
Utility (Fleet) - Street Operations - 141VPK (296)	□	□□□□	45,000	0
Utility (Fleet) - Street Operations - 144VPK (297)		■□□□	30,000	33,346

<b>Furniture and Equipment</b>	<b>295,900</b>	<b>69,747</b>
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### New - Furniture and Equipment

Licence Plate recognition devices and associated equipmen	□	□□□□	8,900	0
Hardware, software and cabling - Parking Initiative	□	□□□□	23,000	0
Hardware, software and cabling - Parking Initiative	☒	■□□□	0	4,300

### Renewal - Furniture and Equipment

Renew Furniture & Equipment - Depot - Low Value Pool	□	■□□□	6,000	670
Renew Minor Plant - Bins	□	■□□□	11,000	0
Renew Furniture - Administration Centre - Low Value Pool	□	■□□□	33,000	12,268
Parking Management Office - Office Furniture	□	□□□□	5,000	0
Renew Furniture & Equipment - Aqualife - Low Value Pool	□	■□□□	10,000	2,116
Renewal - Furniture & Equipment - Aqualife Cafe	□	■□□□	5,000	0
Renewal - Equipment - Aqualife - Pool Scrubber	☒	■□□□	8,000	8,091
Aqualife - Creche Furniture	□	□□□□	4,000	0
Aqualife - Gymnasium Equipment (Assorted)	□	■□□□	20,000	6,164
Aqualife - Pool Equipment	□	■□□□	40,000	1,857
Renewal - Equipment - Leisurelife- Gym Equipment	□	■□□□	20,000	3,652
Leisurelife - Court Floor Cleaner	☒	■□□□	15,000	17,146
Leisurelife - Bingo Furniture	□	■□□□	7,000	6,286
Leisurelife - Sports Equipment	□	□□□□	23,000	1,432
Renewal - Furniture & Equipment - Leisurelife Cafe	□	□□□□	5,000	682
Renew Furniture & Equipment - Leisurelife - Low Value Poo	□	■□□□	15,000	4,433
Renew Furniture & Equipment - Lifelong Learning - Low Val	□	□□□□	20,000	650
Renew Furniture & Equipment - Digital Hub - Low Value Poo	□	□□□□	2,000	0
TAPP - Aqualife - Access and Inclusion Pool Hoist	□	■□□□	12,000	0
TAPP - Aqualife - Disability Floatation devices	□	■□□□	3,000	0



**Capital Items Progress**  
For the month ended 31 January 2018

### Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
<b>Information Technology</b>			<b>1,045,700</b>	<b>227,789</b>
<b>New - Information Technology</b>				
TAPP - Lighten Up - Mobile App Software	<input type="checkbox"/>	□□□□	5,000	0
Library - RFID Self-Service System	<input type="checkbox"/>	□□□□	90,000	0
New - Software - Mobile Health	<input type="checkbox"/>	□□□□	100,000	0
New - Software - Client engagement	<input type="checkbox"/>	■□□□	70,000	13,235
New - Noise Monitoring Device - Environmental Health	<input type="checkbox"/>	■□□□	22,600	6,365
Handheld Enforcement devices and associated equipment -	<input type="checkbox"/>	■□□□	11,900	0
<b>Renewal - Information Technology</b>				
Hardware - Telephone System	<input type="checkbox"/>	□□□□	90,000	0
Hardware - Mobile Computing Devices	<input type="checkbox"/>	■□□□	69,500	61,815
Network - Wi-Fi Network	<input checked="" type="checkbox"/>	■□□□	5,600	46,991
Systems - Website, Intranet and Client Portal	<input type="checkbox"/>	□□□□	71,100	0
<b>Renewal - Information Technology</b>				
Depot Communications System (Hardware)	<input type="checkbox"/>	■□□□	40,000	4,997
Network Storage (Hardware)	<input type="checkbox"/>	■□□□	45,000	37,033
Bookings Management System (Software)	<input type="checkbox"/>	□□□□	80,000	0
Development Application System (Software)	<input type="checkbox"/>	■□□□	50,000	41,873
Email Archival System (Software)	<input type="checkbox"/>	■□□□	30,000	0
Leisure Facilities Management System (Software)	<input type="checkbox"/>	■□□□	95,000	0
Library Management System (Software)	<input type="checkbox"/>	□□□□	95,000	0
Records Management System (Software)	<input type="checkbox"/>	□□□□	60,000	0
System Security (Software)	<input checked="" type="checkbox"/>	■□□□	15,000	15,480
<b>Roads</b>			<b>3,853,500</b>	<b>1,642,172</b>
<b>New - Roads</b>				
New - Albany Highway - Pedestrian Crossing Safety Measures	<input type="checkbox"/>	■□□□	50,000	43,274
New - Alday Street - Lane Channelisation	<input checked="" type="checkbox"/>	■□□□	60,000	67,609
New - Enfield Street - Traffic Calming	<input checked="" type="checkbox"/>	■□□□	65,600	83,633
Gallipoli Street - Egham Road to Enfield Street - Traffic Calming	<input type="checkbox"/>	■□□□	25,000	0
Gallipoli Street - Egham Road to Howick Street - Traffic Calming	<input type="checkbox"/>	■□□□	25,000	0
Goddard Street - Egham Road to Howick Street - Traffic Calming	<input type="checkbox"/>	■□□□	25,000	0
Goddard Street - Midgley Street to Cookham Road - Traffic Calming	<input type="checkbox"/>	■□□□	25,000	0
Hill View Terrace - Cycle Lane Extension and Ramps	<input type="checkbox"/>	■□□□	15,000	0
McCartney Crescent - Goddard Street to Roberts Road - Traffic Calming	<input type="checkbox"/>	■□□□	60,000	2,894
Saleham Street - Goddard Street to Gallipoli Street - Traffic Calming	<input type="checkbox"/>	■□□□	55,000	776
Star Street - Intersection Safety Works at Briggs Street	<input type="checkbox"/>	■□□□	60,000	0



**Capital Items Progress**  
For the month ended 31 January 2018

### Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
<b>Renewal - Roads</b>				
Albany Highway - Duncan Street to Teddington Road	<input type="checkbox"/>	■ ■ ■ ■	270,000	5,491
Asteroid Way - Star Street to Mercury Street	<input type="checkbox"/>	■ ■ ■ ■	155,000	115,426
Bank Street - Oats Street to Milford Street	<input checked="" type="checkbox"/>	■ ■ ■ ■	75,000	91,387
Berwick Street - Sussex Street to Basinghall Street	<input type="checkbox"/>	■ ■ ■ ■	195,000	140,995
Bishopsgate Street - Oats Street to Mercury Street	<input type="checkbox"/>	■ ■ ■ ■	70,000	48,880
Bolton Avenue - Glenn Place to Path (Northbound)	<input type="checkbox"/>	■ ■ ■ ■	135,000	5,143
Bolton Avenue - Glenn Place to Path (Southbound)	<input type="checkbox"/>	■ ■ ■ ■	90,000	116
Cookham Street - Gallipoli Street to Goddard Street	<input type="checkbox"/>	■ ■ ■ ■	130,000	111,809
Goddard Street - Saleham Street to Bishopsgate Street	<input checked="" type="checkbox"/>	■ ■ ■ ■	100,000	102,425
Raleigh Street - Mercury Street to Lion Street	<input type="checkbox"/>	■ ■ ■ ■	130,000	111,599
Raleigh Street - Oats Street to Mercury Street	<input type="checkbox"/>	■ ■ ■ ■	65,000	0
Somerset Street - Shepperton Road to Bank Street	<input type="checkbox"/>	■ ■ ■ ■	250,000	27,995
Swansea Street (West) - Dane Street to Cul-de-sac	<input checked="" type="checkbox"/>	■ ■ ■ ■	150,000	172,013
<b>Upgrade - Roads</b>				
Upgrade Hillview & Berwick Intersection Stage 2 - Road Imp	<input type="checkbox"/>	■ ■ ■ ■	18,000	1,177
Upgrade - McCartney Crescent	<input type="checkbox"/>	■ ■ ■ ■	22,300	0
Traffic Management Initiative - Shepperton Rd and Gresham	<input type="checkbox"/>	■ ■ ■ ■	296,000	210,043
Traffic Management Initiative - Teddington St and Burswood	<input type="checkbox"/>	■ ■ ■ ■	194,000	155,865
Upgrade - Bishopsgate and Roberts Road - Pre Deflections	<input type="checkbox"/>	■ ■ ■ ■	99,800	6,006
Upgrade - Oats Street and Star Street - Pre Deflections	<input type="checkbox"/>	■ ■ ■ ■	97,800	3,634
Upgrade - Temple Street and Hordern Street - Traffic Island	<input type="checkbox"/>	■ ■ ■ ■	35,000	360
Berwick Street and Kent Street - Intersection Pedestrian Sig	<input type="checkbox"/>	■ ■ ■ ■	105,000	0
Hill View Terrace and Oats Street - Intersection and Pedestrian	<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"/>	■ ■ ■ ■	150,000	0
Temple Street and Hordern Street - Intersection	<input type="checkbox"/>	■ ■ ■ ■	155,000	133,620
<b>Drainage</b>			<b>642,000</b>	<b>115,636</b>
<b>New - Drainage</b>				
Drainage - Carnarvon Street	<input type="checkbox"/>	■ ■ ■ ■	70,000	62,294
Drainage - Harris Street and Appleton Street - Stage 1	<input type="checkbox"/>	■ ■ ■ ■	112,500	3,190
Drainage - Northampton Street	<input type="checkbox"/>	■ ■ ■ ■	122,200	3,100
Lake View Terrace Drainage - To be constructed as part of		■ ■ ■ ■	30,000	0
<b>Renewal - Drainage</b>				
Intersection Improvements - Hillview Terrace	<input type="checkbox"/>	■ ■ ■ ■	87,300	0
Right Of Ways - Various Locations	<input type="checkbox"/>	■ ■ ■ ■	15,000	0
Pipe Renewal- Various Locations	<input type="checkbox"/>	■ ■ ■ ■	25,000	9,043
Pit Renewal- Various Locations	<input type="checkbox"/>	■ ■ ■ ■	60,000	9,243
Sump Renewal- Various Locations	<input type="checkbox"/>	■ ■ ■ ■	40,000	28,766



**Capital Items Progress**  
For the month ended 31 January 2018

### Capital Items

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
<b>Upgrade</b>				
Albany Highway - Hotspot 1 Drainage Master Plan	<input type="checkbox"/>	■□□□	80,000	0
<b>Pathways</b>			<b>509,500</b>	<b>214,923</b>
<b>New - Pathways</b>				
New - Rutland Avenue - Bicycle Lanes (Welshpool to Oats)	<input type="checkbox"/>	■□□□	114,500	0
Bolton Avenue - Carpark to Main Entrance	<input checked="" type="checkbox"/>	■□□□	10,000	26,180
Brodie Hall Drive - Turner Avenue to Hayman Road	<input type="checkbox"/>	■□□□	55,000	42,360
<b>Renewal - Pathways</b>				
Berwick Street - Bush Street to Boundary Road (East)	<input type="checkbox"/>	■□□□	40,000	0
Berwick Street - Bush Street to Boundary Road (West)	<input type="checkbox"/>	■□□□	64,000	58,720
Forward Street - Welshpool Road to Swansea Street (East)	<input type="checkbox"/>	■□□□	15,000	7,378
Pathway - Lathlain Precinct Redevelopment (Zone 2)	<input type="checkbox"/>	■□□□	75,000	0
Mars Street - Oats Street to Cohn Street	<input type="checkbox"/>	■□□□	30,000	23,968
Mint Street - Carnarvon Street to Shepperton Road	<input type="checkbox"/>	■□□□	24,000	13,800
Oats Street - Hubert Street to Albany Highway	<input type="checkbox"/>	■□□□	15,000	11,610
Star Street - Briggs Street to President Street	<input type="checkbox"/>	■□□□	30,000	20,999
Star Street - Cohn Street to Briggs Street	<input type="checkbox"/>	■□□□	37,000	9,908
<b>Parks</b>			<b>3,547,600</b>	<b>102,897</b>
<b>New - Parks</b>				
George Street Reserve Revegetation	<input type="checkbox"/>	■□□□	80,000	25,985
Park Furniture and Equipment - Burswood Peninsula	<input type="checkbox"/>	□□□□	50,000	0
Kensington Bushland - Jirdarup Signage	<input type="checkbox"/>	■□□□	30,000	1,428
New - Tree Plan- Tree Planting	<input type="checkbox"/>	□□□□	35,000	6,588
Renew - Park Lighting - Poles and Floodlighting	<input type="checkbox"/>	■□□□	20,000	7,500
Lathlain Park - New	<input type="checkbox"/>	□□□□	1,500,000	1,673
<b>Renewal - Parks</b>				
GO Edwards Park - Redevelopment	<input type="checkbox"/>	■□□□	650,000	2,720
Renewal - Tree Plan - Tree Planting	<input type="checkbox"/>	□□□□	75,000	0
Renew - McCallum Park (Foreshore River Wall)	<input type="checkbox"/>	■□□□	389,400	14,170
Harold Rossiter Park - Irrigation	<input type="checkbox"/>	■□□□	160,000	4,520
Main Roads/Arterial Roads - Landscaping	<input type="checkbox"/>	□□□□	50,000	0
Park Signage - Various Locations	<input type="checkbox"/>	□□□□	50,000	0
<b>Upgrade - Parks</b>				
Upgrade - Entry Statements - Landscaping	<input type="checkbox"/>	■□□□	30,000	0
Upgrade - Higgins Park Tennis Club - Court Modifications	<input type="checkbox"/>	□□□□	300,000	0
Upgrade - Rayment Park	<input type="checkbox"/>	■□□□	128,200	38,312





**Capital Items Progress**  
For the month ended 31 January 2018

**Capital Items**

Particulars	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
<b>Other Assets</b>			<b>1,865,300</b>	<b>812,007</b>
<b>New - Other Assets</b>				
New - Lathlain Primary School/Rayment Park Carpark	<input type="checkbox"/>	■ ■ ■ □	65,300	27,433
Parking Bay Improvements - Various Locations - Albany Hig	<input type="checkbox"/>	□ □ □ □	4,100	0
Car Parks - Harvey Street ACROD bays	<input type="checkbox"/>	□ □ □ □	10,000	7,253
New Street Lighting - Purchase and Installation	<input type="checkbox"/>	■ □ □ □	95,200	7,342
Purchase and Installation of parking meters - Parking Initiati	<input type="checkbox"/>	□ □ □ □	100,000	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"/>	□ □ □ □	10,000	7,070
<b>Renewal - Other Assets</b>				
Right of Way 51	<input type="checkbox"/>	■ ■ ■ □	500,000	454,081
Street Furniture - Bus Shelters at Various Locations	<input type="checkbox"/>	□ □ □ □	45,000	0
Street Lighting - Albany Highway and Laneways	<input type="checkbox"/>	□ □ □ □	40,000	0
Car Parks - Carlisle Reserve	<input type="checkbox"/>	□ □ □ □	55,000	0
Lighting - St James East Victoria Park - Safer Communities	<input type="checkbox"/>	□ □ □ □	210,000	0
<b>Upgrade - Other Assets</b>				
Upgrade - Right of Way 31a & 31b	<input type="checkbox"/>	■ ■ ■ □	111,500	22,701
Upgrade - Right of Way 45	<input type="checkbox"/>	■ ■ ■ □	39,200	12,488
Right of Way 14 - Access Upgrade	<input type="checkbox"/>	■ ■ ■ □	220,000	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

**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**

<b>Name &amp; Position</b>	
<b>Meeting Date</b>	
<b>Item No/Subject</b>	
<b>Nature of Interest</b>	Financial Interest* Proximity Interest* Interest that may affect impartiality* <span style="float: right;">(*Delete where not applicable)</span>
<b>Extent of Interest</b>	
<b>Signature</b>	
<b>Date</b>	

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”.