

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 5 November 2013** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

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

ATHANASIOS (ARTHUR) KYRON
CHIEF EXECUTIVE OFFICER

1 November 2013

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. Elected Members have the opportunity to request reports or raise other matters at item; *VIII General Business* on the EMBS Agenda.
5. 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;
 - 5.1 items listed on the agenda by heading and number;
 - 5.2 questions asked and the response provided; and
 - 5.3 any disclosure of interest as declared by individuals.
6. 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

There are guidelines that need to be adhered to in our Council meetings. It is important to remember that during question and statement time that you do not personalise any questions or statements about Elected Members or staff or use any defamatory remarks.

3 ATTENDANCE

Mayor:

Mr T (Trevor) Vaughan

Banksia Ward:Cr C (Claire) Anderson (Deputy Mayor)
Cr J (John) Bissett
Cr K (Keith) Hayes
Cr M (Mark) Windram**Jarraah Ward:**Cr D V (Vin) Nairn
Cr V (Vicki) Potter
Cr V (Vince) Maxwell
Cr B (Brian) Oliver**Chief Executive Officer:**

Mr A (Arthur) Kyron

**Director Future Life & Built Life
Director Renew Life
Director Community Life**Ms R (Rochelle) Lavery
Mr A (Anthony) Vuleta
Ms T (Tina) Ackerman**Acting Director Business Life**

Ms J (Jasmine) Person

Executive Manager Built Life:

Mr R (Robert) Cruickshank

Secretary:

Mrs A (Alison) Podmore

Public:

3.1 Apologies

Director Business Life

Mr N (Nathan) Cain

3.2 Approved Leave of Absence

4 DECLARATIONS OF INTEREST

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

Declaration of Financial Interests

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

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

Declaration of 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, 1 October 2013 be confirmed.

8 PRESENTATIONS

8.1 Petitions

8.2 Presentations (Awards to be given to the Town)

8.3 Deputations (Planning / External Organisations)

- 6:35pm Item 11.1 – Mr Wayne Buffham, owner of 4 Camberwell Street, East Victoria Park, will be in attendance to discuss this application.
- 6:40pm Item 11.2 – Nam Nguyen, architect for 7 Huntingdon Street, East Victoria Park, will be in attendance to discuss this application.
- 6:45pm Item 11.3 – Eugenie Stockman, the applicant for 84 Rutland Avenue, Lathlain, will be in attendance to discuss this application.

9 METHOD OF DEALING WITH AGENDA BUSINESS

10 CHIEF EXECUTIVE OFFICER REPORTS

10.1 Council Committees, Working Groups and Project Teams – Re-establishment and Appointments

File Reference:	ADM0010
Appendices:	Yes

Date:	17 October 2013
Reporting Officer:	R. Fishwick
Responsible Officer:	A. Kyron
Voting Requirement:	Absolute Majority (for Committees)

Executive Summary:

Recommendation – Council re-establishes the Committees, Working Groups and Project Team which are still operative and makes membership appointments expiring on 17 October 2015.

- Consideration needs to be given to re-establishing Committees, Working Groups and Project Teams.
- Elected Members need to be appointed to the Committees.
- Elected Members and community members need to be appointed to Working Groups and Project Teams.

TABLED ITEMS:

Nil

BACKGROUND:

The Council at its meeting held on 8 November 2011 resolved inter alia to establish Working Groups and Projects Teams to replace various Advisory Committees. The Council in forming Working Groups and Project Teams acknowledged the advantages of them not being formed under section 5.8 of the *Local Government Act 1995* (the Act) and are therefore not as restrictive in their operations as are committees.

Other advantages considered were:

- Working Groups / Project Teams can be established for a one-off event, a series of sessions, or as regularly scheduled meetings;
- Membership can be more inclusive and of greater variety than that of Advisory Committees due to Working Groups / Project Teams limited tenure and flexible nature;
- Working Groups / Project Teams can provide greater opportunities for networking;
- As Working Groups / Project Teams can be established around specific issues, members with expert knowledge can be recruited to participate (particularly for one-off events);
- The more flexible format of Working Groups / Project Teams can enable much greater opportunity for general discussion and debate; and
- The nature of a limited tenure for Working Groups / Project Teams can ensure that a strategic advisory focus is maintained.

DETAILS:

After each Ordinary Council Election the Council needs to give consideration to re-establishing its Committees, Working Groups and Project Teams and also the appointment of Elected and Community Members to those Committees, Working Groups and Project Teams that are re-established.

In essence the purpose for establishing a committee, working group and project team is described below:

Committee:	<ul style="list-style-type: none"> · Legally constituted under the Act; · Membership comprises elected members; · Specific terms of reference; and · Focus on strategic issues to advise Council.
Working Group	<ul style="list-style-type: none"> · Membership comprises elected members and public with a common interest; · Works on an on-going basis on problems and issues that affect a group of people or the Town as a whole; and · Deals with continuous issues.
Project Team	<ul style="list-style-type: none"> · Membership comprises elected members and public with a common interest; · Time limited; · Project based; and · Has a beginning, middle and an end.

The Administration considers that the format of the existing Committee, Working Group and Project Team structure is efficient in obtaining their objectives set out in the Terms of Reference and Annual Work Plans. It is therefore recommended that all current Committees, Working Groups and Project Teams (except for the Carlisle Lathlain Community Centre Project Team and the Lathlain Precinct Park Precinct Working Group – rationale provided below) be re-established for another 2 years and reviewed after the 2015 Ordinary Elections if not dissolved sooner by local government reform and the joining of the Town and the City of South Perth.

Committees to be re-established

In relation to Committees it is a statutory requirement that the Council re-establishes an Audit Committee. There are also 3 other Committees that are required to be re-established for operational purposes being the Design Review Committee, the Parking Management Committee and the Chief Executive Officer Performance Review Committee.

The Terms of Reference (TOR) for each Committee are contained within the Appendices and the Administration considers that the TOR for the all Committees remains relevant and do not require amending.

Working Groups and Project Teams to be re-established

The table below shows by Program Area the Working Groups and Project Teams that are currently operative.

Business Life	<p>Working Group</p> <ul style="list-style-type: none"> Business Life Working Group. <p>Project Team</p> <ul style="list-style-type: none"> Rates Review Project Team.
Community Life	<p>Working Groups</p> <ul style="list-style-type: none"> Local History and Culture Working Group. Arts Working Group. Healthy Life Working Group. Community Safety Working Group. Disability Access Working Group. <p>Project Teams</p> <ul style="list-style-type: none"> Multi-purpose Sports Facility Project Team.
Renew Life	<p>Working Groups</p> <ul style="list-style-type: none"> Community Environmental Working Group. Integrated Movement and Transport Working Group.
Future & Built Life	<p>Working Group</p> <ul style="list-style-type: none"> Edward Millen Site Working Group.

The Terms of Reference (TOR) for each Working Group and Project Team are contained within the Appendices and the Administration considers that the TOR for all the Working Groups and the Project Team remain relevant and do not require amending except for the Business Life Working Group (BLWG).

The BLWG's Terms of Reference has been broadened so that the Working Group can focus and assist the Town taking cognisance of the proposed Economic Strategy and Tourism Plan 2013 – 2020 (as contained at item 14.3 on the Agenda). The Plan provides vision and direction for the sustainable economic development of the Town by focussing on partnerships and utilising the skills and experience within the business environment and connection with the local economy.

Structure of Committees, Working Groups and Project Teams to be re-established

Committee	Number of Members	Elected Members	Other Persons Number to be appointed	Frequency of Meetings
Audit Committee	3	3 Elected Members 1 Deputy	N/A	As required, at least twice per year
CEO Performance Review Committee	3	3 Elected Members 1 Deputy	N/A	As required
*Design Review Committee	10	N/A 2 Staff	8 Professionals	As required
Parking Management Committee	4	4 Elected Members 1 Deputy	N/A	As required

*Note: The Design Review Committee membership comprises a panel of 8 external planning professionals, the Director Future Life & Built Life Programs (Presiding Member) and the Executive Manager Built Life (Deputy Presiding Member).

TABLE 2 – WORKING GROUPS & PROJECT TEAMS ESTABLISHED BY COUNCIL					
Working Group / Project Team	Number of Members	Elected Members limit to 3	Other Persons Number to be appointed limit to 5	Outside Organisations	Meetings per annum
Arts Working Group	8	3 Elected Members 1 Deputy	5	As determined by WG	4
Business Life Working Group	8	3 Elected Members 1 Deputy	5	As determined by WG	4
Community Environmental Working Group	8	3 Elected Members 1 Deputy	5	As determined by WG	6
Community Safety Working Group	8	3 Elected Members 1 Deputy	5	As determined by WG	6
Culture and Local History Working Group	8	3 Elected Members 1 Deputy	5	As determined by WG	4
Disability Access Working Group	8	3 Elected Members 1 Deputy	5	As determined by WG	4
Edward Millen Site Working Group	5	3 Elected Members 1 Deputy)	2	As determined by WG	As required
Healthy Life Working Group	7	2 Elected Members 1 Deputy	5	As determined by WG	4
Integrated Movement and Transport Working Group	8	3 Elected Members 1 Deputy	5	As determined by WG	4
Rates Review Project Team	3	3 Elected Members 1 Deputy	Nil	As determined by PT	As required
Carlisle Lathlain Community Centre Project Team	8	3 Elected Members 1 Deputy	5	As determined by PT	As required
Lathlain Park Redevelopment Project Team	8	4 Elected Members 1 Deputy	4 staff nominated by CEO	As determined by PT	As required

It is recommended that the Committees, Working Groups and Project Team retain the same number of Elected and community members as shown above.

It is not proposed to re-establish the Joint City of South Perth and Town of Victoria Park Taskforce. The role of the taskforce has been concluded with the lodgement of the submission to amalgamate with South Perth.

The status of the submission is in the hands of the Local Government Advisory Board. The Local Government Advisory Board will determine its response to the submission and then more information will be known about the status of the submission.

It will be necessary to form a Local Implementation Committee (L.I.C) that will nominate a member to sit on the Metropolitan Implementation Committee (METRIC). However, until information is clearer about the transition process, it is proposed to not form a taskforce but to form a L.I.C. at a subsequent meeting.

Carlisle Lathlain Community Centre Project Team

It is not proposed to re-establish the Carlisle Lathlain Community Centre Project Team at present due to the fact that there is the possibility that Council may endorse the Administration's recommendation not to proceed with the Project. Re-establishing the Project Team at this point in time could create an expectation within the community that the Project is progressing.

Community vacancies were therefore not advertised for the Carlisle Lathlain Community Centre Project Team. If Council is desirous of progressing the Project then the Team can be appointed at a future Council meeting.

Appointment of Elected Members - Committees, Working Groups and Project Teams

Whilst some Elected Members have expressed interest in being a member of Committees, Working Groups and Project Teams, nominations will be invited at the Council meeting to be held on 12 November 2013 and appointments made by the Council.

Committee membership needs to be decided by an absolute majority decision of the Council. Working Groups and Project Teams only require appointment by a simple majority decision.

Appointment of Community Members - Working Groups and Project Teams

An advertisement was published in the Southern Gazette on 10 September 2013 advising that the Town is seeking nominations from enthusiastic and committed local community individuals who have an interest in becoming members on the Town's Working Groups and Project Team. In addition, all previous community individual members were forwarded a letter inviting them to apply for membership on the Working Groups (WG) and Project Team (PT).

Written applications were to include a statement (maximum of two pages) confirming relevant knowledge, interest and/or experience and to be submitted by the close of business on Friday 4 October 2013.

An assessment of the applications received has been evaluated by the relevant Program Director responsible for each WG and PT. A copy of the applications received has been provided to Elected Members under a separate confidential memorandum. The WG's and PT which require appointments to be made (aligned to relevant Program Area) are shown hereunder with the recommended candidates:

Business Life Program:**1. Business Life Working Group**

Candidates to be appointed:

Community Individual Applicants:

1. Leith Finnie;
2. Sean Conway; and
3. Nathan Trengove.

Organisation:

1. Local Chambers of Commerce Inc. (represented by Charles Bellow).

Community Life Program:**1. Arts Working Group**

Candidates to be appointed:

Community Individual Applicants:

1. Mark Parfitt;
2. Melody Smith;
3. Dallas Perry;
4. Joni Sercombe; and
5. Jacqui Hills.

Organisation:

1. Victoria Park Centre for the Arts.

2. Community Safety Working Group

Candidates to be appointed:

Community Individual Applicants:

1. Kym Cranswick;
2. Sam Zammit;
3. Merylyn Adamson;
4. Lisa Larsen-Henry; and
5. Ben Halse.

Organisations:

1. Curtin University Housing Service;
2. Department of Housing;
3. Kensington Police (represented by OIC);
4. Crown Perth Security;
5. Ursula Frayne Catholic College (represented by the Principal).

3. Culture and Local History Working Group

Candidates to be appointed:

Community Individual Applicants:

1. Jacqui Sherriff;
2. Jaqueline Reid;
3. Wilfred Hendriks; and
4. Thomas Scott.

4. Disability Access Working Group

Candidates to be appointed:

Community Individual Applicants:

1. Ms Sally Vaughan;
2. Ms Marilyn Adamson;
3. Ms Ingrid Moore; and
4. Ms Jacqueline Reid.

Organisations:

1. Disability Services Commission Local Area Coordinator (represented by Victoria Kay); and
2. Brightwater Care Group (represented by John Garbutt).

5. Healthy Life Working Group

Candidates to be appointed:

Community Individual Applicants:

1. Nathan Trengove;
2. Ian Love;
3. Stuart Lamont;
4. Reece Woo; and
5. Ingrid Moore.

Future Life & Built Life Program:

1. Edward Millen Site Working Group

Candidate to be appointed:

Community Individual Applicants:

1. G. Ray Peek;
2. Peter Pike; and
3. Jacqui Sherriff.

Renew Life Program:**1. Community Environmental Working Group**

Candidates to be appointed:

Community Individual Applicants:

1. Annette Holland;
2. Paul Livsey;
3. Theresa Putland; and
4. Rosanne Scott.

Organisation:

1. Friends of Kensington Bushland (represented by Moya Fisher); and
2. Friends of GO Edwards Park (represented by Kate Biondo).

Notwithstanding the above recommendations for the Community Environmental Working Group (CEWG), a request has been received from Ms Rowena Skinner to be considered for membership as a community member on CEWG. Elected Members will be aware that at the deadline for community member applications on 4 October 2013, Ms Skinner held the position of Councillor at the Town of Victoria Park. Accordingly, she was unable to make application for membership of the CEWG as a community member. Subsequent to the recent local government election, Ms Skinner is no longer a Councillor with the Town and, given her previous interest and demonstrated commitment to the CEWG, she has sought membership of the CEWG. Ms Skinner was the previous Chairperson (Presiding Member) of the CEWG and the previous Community Environmental Advisory Committee (CEAC). The Director Renew Life Program feels it appropriate that Elected Members consider the inclusion of Rowena Skinner as a community member on the CEWG.

Whilst there were two further applicants and their weightings against the selection criteria was reasonable it was considered that given the commitment and contribution made by former Cr Rowena Skinner on the Working Group it was felt that she should be included as a community member. Ms Skinner has been included in the recommendation made at the end of this report.

2. Integrated Movement and Transport Working Group

Candidates to be appointed:

Community Individual Applicants:

1. Roger Meakes; and
2. Alan Elms.

Organisation:

1. South East Metropolitan Police Traffic Branch (represented by Senior Sergeant Peter Woollons); and
2. Western Australian Local Government Association (represented by Melissa Pickering).

Legal Compliance:

The *Local Government Act 1995* (the Act) outlines the process for establishing committees and along with the Regulations prescribe inter alia how they are to be managed in terms of electing the presiding member, preparing notices, agendas and recording minutes.

The Town's *Standing Orders Local Law* outlines the stringent procedures that must be followed for undertaking committee meetings (including Order of Business, moving / amending motions and debating).

There are however no rules for Working Groups / Project Teams contained within the Act. This being the case a format for meetings has been developed to ensure that Working Groups / Project Team meetings are properly managed, controlled and to also assist in preventing a Code of Conduct violation.

Policy Implications:

Nil

Strategic Plan Implications:

Nil

Financial Implications:Internal Budget:

Nil

Total Asset Management:

Nil

Sustainability Assessment:External Economic Implications:

Nil

Social Issues:

Engagement with the community has been improved with the implementation of Working Groups and Project Teams.

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT:

When undertaking community engagement it is considered that the use of Working Groups and Project Teams are the preferred method of providing advice to Council and maintaining strong community networks throughout the Town rather than using the formality of advisory committees.

It is however necessary to re-establish the Audit Committee due to obligatory requirements of the Act. The CEO Performance Review and the Parking Management Committees are also required in relation to the confidentiality and sensitivity matters that they deal with. The Design Review Committee enables the Town's Administration to obtain the views of planning professionals in relation to major planning developments within the Town prior to them being presented to the Council for determination.

CONCLUSION:

Taking cognisance of the aforementioned logic, it is considered that Council should retain the current Committees for obligatory and confidential matters and also the Working Groups and Project Teams recommended to be re-established and appoint Elected Members, community and organisational members to enable annual work plans to be progressed.

RECOMMENDATION/S:

1. That the Council **BY AN ABSOLUTE MAJORITY** in accordance with Section 5.8 of the *Local Government Act 1995* re-establishes the Committees listed below;

- **Audit Committee;**
- **CEO Performance Review Committee;**
- **Parking Management Committee; and**
- **Design Review Committee.**

(Absolute Majority Required)

2. The Working Groups listed below, be re-established in order to continue to provide an appropriate mechanism for providing strategic direction and advice to the Council and engaging with its community;

Working Group/Project Team

- **Arts Working Group;**
- **Business Life Working Group;**
- **Community Environmental Working Group;**
- **Community Safety Working Group;**
- **Culture and Local History Working Group;**
- **Disability Access Working Group;**
- **Edward Millen Site Working Group;**
- **Healthy Life Working Group;**
- **Integrated Movement and Transport Working Group;**
- **Lathlain Park Redevelopment Project Team; and**
- **Rates Review Project Team.**

3. The Terms of Reference for each Committee, Working Group and Project Team as contained within the Appendices be endorsed;

4. The Council appoints BY AN ABSOLUTE MAJORITY Members to the following committees of Council for a term expiring on 17 October 2015:

4.1 Audit Committee:

Cr _____, Cr _____ and Cr _____ to the Audit Committee and Cr _____ as the Deputy Member;

4.2 CEO Performance Review Committee:

Cr _____, Cr _____ and Cr _____ to the CEO Performance Review Committee and Cr _____ as the Deputy Member;

4.3 Parking Management Committee:

Cr _____, Cr _____, Cr _____ and Cr _____ to the Parking Management Committee and Cr _____ as the Deputy Member;

4.4 Design Review Committee (2 staff & 8 professional technical persons):

- Director Future Life & Built Life Programs (Rochelle Lavery);
- Executive Manager Built Life (Robert Cruickshank);
- Anthony Ednie-Brown;
- George Gillan;
- Glen Tatam;
- Jeff Thierfelder;
- Linley Lutton;
- Malcolm Mackay;
- Michael Tooby;
- Robert Mulcahy; and
- Tony Blackwell.

(Absolute Majority Required)

5. The Council appoints Members to the following Working Groups and Project Team of Council for a term expiring on 17 October 2015:

5.1 Arts Working Group:

Cr _____, Cr _____ and _____ to the Arts Working Group and Cr _____ as the Deputy Member;

5.2 Business Life Working Group:

Cr _____, Cr _____ and Cr _____ to the Business Life Working Group and Cr _____ as the Deputy Member;

5.3 Community Environmental Working Group:

Cr _____, Cr _____ and _____ to the Community Environmental Working Group and Cr _____ as the Deputy Member;

- 5.4 Community Safety Working Group:**
Cr _____, Cr _____ and Cr _____ to the Community Safety Working Group and Cr _____ as the Deputy Member;
- 5.5 Culture and Local History Working Group:**
Cr _____, Cr _____ and Cr _____ to the Culture and Local History Working Group and Cr _____ as the Deputy Member;
- 5.6 Disability Access Working Group:**
Cr _____, Cr _____ and _____ to the Disability Access Working Group and Cr _____ as the Deputy Member;
- 5.7 Edward Millen Site Working Group:**
Cr _____, Cr _____ and Cr _____ to the Edward Millen Site Working Group and Cr _____ as the Deputy Member;
- 5.8 Healthy Life Working Group:**
Cr _____, Cr _____ and Cr _____ to the Healthy Life Working Group and Cr _____ as the Deputy Member;
- 5.9 Integrated Movement and Transport Working Group:**
Cr _____, Cr _____ and Cr _____ to the Integrated Movement and Transport Working Group and Cr _____ as the Deputy Member;
- 5.10 Lathlain Park Redevelopment Project Team:**
Cr _____, Cr _____ Cr _____ and Cr _____ to the Lathlain Park Redevelopment Project Team and Cr _____ as the Deputy Member and also four (4) staff nominated by the CEO as members of the Lathlain Park Redevelopment Project Team;
- 5.11 Rates Review Project Team:**
Cr _____, Cr _____ and Cr _____ to the Rates Review Project Team and Cr _____ as the Deputy Member;
- 6. The Council appoints Community Members to the following Working Groups and Project Teams of Council for a term expiring on 17 October 2015:**
- 6.1 Arts Working Group**
The applicants listed hereunder be appointed to the Arts Working Group:
5 Community Individual Applicants:
- Mark Parfitt;
 - Melody Smith;
 - Dallas Perry;
 - Joni Sercombe; and
 - Jacqui Hills.

1 representative from the following Organisation:

- **Victoria Park Centre for the Arts.**

6.2 Business Life Working Group:

The applicants listed hereunder be appointed to the Business Life Working Group

3 Community Individual Applicants:

- **Leith Finnie;**
- **Sean Conway; and**
- **Nathan Trengove.**

1 representative from the following Organisation:

- **Local Chambers of Commerce Inc.**

6.3 Community Environmental Working Group

The applicants listed hereunder be appointed to the Community Environmental Working Group:

5 Community Individual Applicants:

- **Annette Holland;**
- **Paul Livsey;**
- **Theresa Putland;**
- **Rosanne Scott; and**
- **Rowena Skinner.**

1 representative from each of the following 2 Organisations:

- **Friends of Kensington Bushland; and**
- **Friends of GO Edwards Park.**

6.4 Community Safety Working Group

The applicants listed hereunder be appointed to the Community Safety Working Group:

5 Community Individual Applicants:

- **Kym Cranswick;**
- **Sam Zammit;**
- **Merilyn Adamson;**
- **Lisa Larsen-Henry; and**
- **Ben Halse.**

1 representative from each of the following 5 Organisations:

- **Curtin University Housing Service;**
- **Department of Housing;**
- **Kensington Police;**
- **Crown Perth Security; and**
- **Ursula Frayne Catholic College.**

6.5 Culture and Local History Working Group

The applicants listed hereunder be appointed to the Culture and Local History Working Group:

4 Community Individual Applicants:

- Jacqui Sherriff;
- Jaqueline Reid;
- Wilfred Hendriks; and
- Thomas Scott.

6.6 Disability Access Working Group

The applicants listed hereunder be appointed to the Disability Access Working Group:

4 Community Individual Applicants:

- Ms Sally Vaughan;
- Ms Merylyn Adamson;
- Ms Ingrid Moore; and
- Ms Jacqueline Reid.

1 representative from each of the following 2 Organisations:

- Disability Services Commission Local Area Coordinator; and
- Brightwater Care Group.

6.7 Edward Millen Site Working Group

The applicants listed hereunder be appointed to the Edward Millen Project Team:

3 Community Individual Applicants:

- G. Ray Peek;
- Peter Pike; and
- Jacqui Sherriff.

6.8 Healthy Life Working Group

The applicants listed hereunder be appointed to the Healthy Life Working Group:

5 Community Individual Applicants:

- Nathan Trengove;
- Ian Love;
- Stuart Lamont;
- Reece Woo; and
- Ingrid Moore.

6.9 Integrated Movement and Transport Working Group

The applicants listed hereunder be appointed to the Integrated Movement and Transport Working Group:

2 Community Individual Applicants:

- Roger Meakes; and
- Alan Elms.

1 representative from each of the following 2 Organisations:

- South East Metropolitan Police Traffic Branch; and
- Western Australian Local Government Association.

- 7. The Carlisle Lathlain Community Centre Project Team and the Joint City of South Perth and Town of Victoria Park Taskforce be abolished;**
- 8. A draft meeting schedule for each Committee, Working Group and Project Team be prepared by the relevant Program Director taking cognisance of the meeting frequency of the Ordinary Council Meetings, Elected Members Briefing Session Committee, and outside representation on Regional Councils and other organisations, for consideration by the respective Committee, Working Group and Project Team.**

10.2 Review of Local Laws - Street Alignment, Rutland Avenue Local Law & Local Government Property Local Law

File Reference:	LEG0020
Appendices:	No

Date:	3 October 2013
Reporting Officer:	R. Fishwick
Responsible Officer:	A. Kyron
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Statewide and local notice be given that the Council intends to review the Street Alignment, Rutland Avenue Local Law and its Local Government Property Local Law.

- Local Laws need to be reviewed within an 8 year period.
- There are two local laws that need to be reviewed.

TABLED ITEMS:

Nil

BACKGROUND:

The schedule of the Town's Local Laws reveals that there are two local laws that will require a review to comply with Section 3.16 of the *Local Government Act 1995*. It is proposed to commence the advertising process of the review of these two local laws.

Section 3.16 of the *Local Government Act 1995* requires that all of the local laws of a local government must be reviewed within an eight year period of their gazettal to determine if they should remain unchanged or be repealed or amended.

DETAILS:

The two Local Laws that are scheduled for review are shown below:

1. Street Alignment, Rutland Avenue Local Law

This Local Law will no longer be required when the finalisation of the land dealings in Rutland Avenue is completed. This being the case it can be repealed in the not too distance future. It is however still required until the final property is purchased. There are no amendments or changes required to the Local Law.

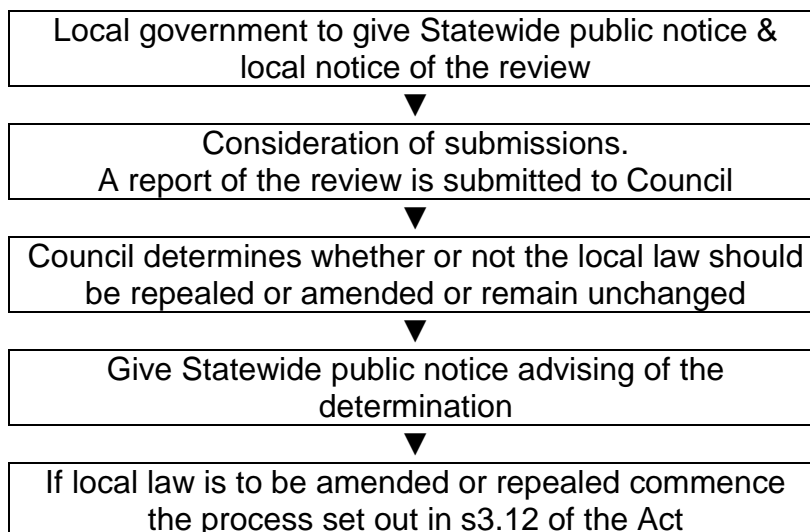
2. Local Government Property Local Law

A working group of staff will be established to consider any operational amendments required.

Legal Compliance:

The review of the Street Alignment, Rutland Avenue Local Law and the Local Government Property Local Law will comply with Section 3.16 of the *Local Government Act, 1995*.

The process under s.3.16 for reviewing a local law is:



Policy Implications:

Nil

Strategic Plan Implications:

Nil

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:

The Town is required pursuant to s.3.16 of the *Local Government Act 1995* to review its Local Laws within an eight (8) year period.

CONCLUSION:

It is therefore required that the Council gives Statewide and local notice of its intention to review the two Local Laws nominated above to comply with the legislation.

RECOMMENDATION/S:

In accordance with Section 3.16 of the *Local Government Act, 1995*, Council gives Statewide and local public notice of its intention to review its;

1. Street Alignment, Rutland Avenue Local Law; and
2. Local Government Property Local Law.

Advising that a copy of the Local Laws may be inspected or obtained at the Town's Administration Centre, Library and Website and submissions about the Local Laws may be made to the Town of Victoria Park within 6 weeks of the date of publication.

11 FUTURE LIFE AND BUILT LIFE PROGRAM REPORTS

11.1 4 (Lot 69) Camberwell Street, East Victoria Park – Demolition and Construction of Grouped Dwelling

File Reference:	CAMB4
Appendices:	No
Landowner:	W & L Buffham
Applicant:	W & L Buffham
Application Date:	7 June 2013
DA/BA or WAPC Ref:	5.2013.257.1
MRS Zoning:	Urban
TPS Zoning:	Residential R30
TPS Precinct:	Precinct P12 'East Victoria Park Precinct'
Use Class:	Grouped Dwelling
Use Permissibility:	'P' use

Date:	29 October 2013
Reporting Officer:	I. Ahmad
Responsible Officer:	L. Parker
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Refusal

- Application for a Grouped Dwelling involving demolition of an 'original' dwelling located within a Weatherboard Streetscape.
- Non-compliant with the Council's Local Planning Policy – Streetscape and Residential Design Codes with regard to boundary setback and visual privacy requirements.
- Consultation with surrounding property owners and occupiers in accordance with Council Policy GEN3 'Community Consultation' for 14 days. No objections were received.

TABLED ITEMS:

- Development application form dated received 7 June 2013;
- Amended plans and elevations dated 18 July 2013;
- Correspondence and supporting documentation from applicant dated 7 June 2013;
- Consultation with adjoining owners & occupiers dated 6 August 2013; and
- Photographs of existing dwelling.

DETAILS:

Council has received a development application for a two storey dwelling which involves the demolition of an existing single storey weatherboard dwelling located on the front lot of the subject property. The rear lot comprises an existing two storey dwelling which will be retained as part of this application.

The existing weatherboard dwelling is recognised as an 'original place' within the Town of Victoria Park Residential Character Study Area and is within a Weatherboard Streetscape. The subject property is one of nine (9) 'original' dwellings located in a continuous row

along Camberwell Street. Similarly, the streetscape on the opposite side of the subject property also features 11 'original' dwellings in a continuous row. To the north-east of the subject lot lies a sump. Therefore, the subject property falls within an intact streetscape of 'original' dwellings.

The existing dwelling which is proposed to be demolished is representative of the era within which it was constructed and is significant given its architectural and design qualities which includes the following features:

- Hipped roof with skillion verandah;
- Original chimney stack;
- Weatherboard clad elevations with timber window frames;
- Galvanised iron roof;
- Open eaves with exposed rafter ends; and
- Timber stumps.

The dwelling has been marginally altered since its original construction by way of an enclosure to the verandah area. Notwithstanding this, the original appearance of the dwelling has not been compromised by the alterations. Verandah enclosures were common in the past and the past additions could be easily removed and the original appearance of the dwelling reinstated.

The replacement development comprises a two-storey dwelling with a single carport being integrated into the building. The design of the building incorporates open eaves with exposed rafter ends, zincalume roof and a combination of face brick and weatherboard cladding to the external finish of the walls.

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 36 of Scheme Text.
- Clause 39 of Scheme Text; and
- Statement of Intent contained in Precinct Plan P12;

Compliance with Development Requirements

The application has been assessed for compliance with the following statutory documents and policies:

- TPS 1 Scheme Text, Policy Manual and Precinct Plan;
- Residential Design Codes (R-Codes);
- Local Planning Policy – Streetscape (LPPS); and
- Local Planning Policy – Boundary Walls.

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

Item	Requirement	Proposed	Compliance
Primary Street Setback	3.0m minimum	4.0m minimum	Compliant
	6.0m average	6.77m average	
Boundary Setbacks	1.5m minimum from south-western property boundary to ground floor Kitchen wall	1.32m minimum	Non-compliant (refer to Comments section below)
Open Space	45% minimum of site area. (132m ²)	57% (169.15m ²)	Compliant
Building Height (measured from the natural ground level)	6.0m maximum wall height and 9.0m maximum for top of pitched roof	5.94m maximum wall height and 8.24m maximum for top of roof ridge	Compliant
Visual Privacy	Upper floor Bedroom 2 window (facing Camberwell Street) to south-western property boundary - 4.5m minimum setback within cone of vision	3.4m minimum setback from south-western property boundary.	Non-compliant (refer to Comments section below)
Solar Access	Shadow cast by the proposed dwelling at midday 21 June onto the adjoining property shall not exceed 35 per cent of the adjoining site area. Based on the south-western adjoining lot size of 615m ² , the maximum allowable area of shadowing cast onto the adjoining lot is 215.25m ² .	125.30m ² (20.34%)	Compliant

Retention of Dwelling	Existing 'original' dwelling in the Residential Character Study Area and a weatherboard house in a Weatherboard Streetscape to be retained unless structurally unsound.	Demolition of dwelling which Council Officers consider to be structurally sound.	Non-compliant
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Submissions:Community Consultation:

The proposal was the subject of consultation for a 14 day period in accordance with Council Policy GEN3 'Community Consultation'. This required notices to be mailed to owners and occupiers of adjoining lots that may be affected by the development. The consultation period commenced on 6 August 2013 and closed on 20 August 2013. Over the comment period, no objection was received.

Sustainability Assessment:External Economic Implications:

No impact.

Cultural Issues:

Loss of streetscape is a loss of the original fabric of the built environment and thus a loss of the community's cultural heritage.

Environmental Issues:

No impact.

COMMENT:

The application proposes the demolition of an 'original' dwelling located in both the Residential Character Study Area and a Weatherboard Streetscape and its replacement with a two-storey dwelling. Council's Town Planning Scheme No. 1 and Local Planning Policy – Streetscape has a presumption against the demolition of an 'original' dwelling, unless there are compelling reasons to justify demolition. This and other relevant issues are considered further below:

Retention of 'original' dwelling'

The external appearance of the dwelling is in relatively good condition despite its age and is representative of the era within which it was constructed. Notwithstanding that the subject dwelling has been altered to a limited extent in the past, the alteration to the verandah has not significantly altered the form and character of the original dwelling.

As part of this application, the applicant has submitted a structural survey dated 6 June 2013 from Structerre Consulting Group. The report indicates the following defects associated with the property:

- Sloping floors;
- Cracked walls;
- Unstable ceilings;
- Sagging roof; and
- Sunken stumps.

The report concludes that the subject dwelling is deemed to be structurally unsound and requires substantial repair work that would be very costly. However, Council's Building Business Unit are of the view that the dwelling is structurally adequate albeit there are matters that the owner should attend to. The defects noted are common in dwellings of this age and form of construction, and can and are often repaired. In particular, attention is drawn to the dwelling at 72 Carnarvon Street which was on a similar sized strata lot, was in a significantly worse condition and was fully renovated and offered for sale. Many of the defects listed have resulted from a poor repair and maintenance regime which is a necessary part of home ownership.

Camberwell Street, particularly the south-western side between Nos. 4 – 20, is dominated by early 20th century single storey timber framed character homes. This particular position of Camberwell Street is an identified Weatherboard Streetscape within the Town of Victoria Park Residential Character Study Area. Most weatherboard houses in the Weatherboard Precinct or Streetscape started as a relatively modest worker's cottage and today, they are highly regarded and much sought after as 'character' houses and represent a valued resource in the Town. Weatherboard houses which are structurally sound have cultural heritage value and should be retained and restored wherever possible. The Council encourages sympathetic extensions and refurbishment as well as restoration, so long as the essential character of the streetscape is not damaged.

The dwelling forms an important part of the streetscape, being one of 9 'original' weatherboard dwellings located in a continuous row along this side of Camberwell Street and one of 20 original dwellings on both sides of Camberwell Street. Having regard to the intact nature of the streetscape, the loss of any of the existing weatherboard dwellings in the front half of these lots will be detrimental to the character and appearance of Camberwell Street, would set a precedent for the demolition of similar dwellings in a Weatherboard Streetscape or the Town's Weatherboard Precinct, the cumulative effect of which would contribute to the erosion of the Weatherboard Streetscape and Residential Character Study Area as a whole.

Council has consistently refused the demolition of structurally sound 'original' dwellings capable of removal for which no justification exists, and which do not comply with the Town Planning Scheme No. 1 and is not supportive of 'original' dwellings being neglected to assist in redevelopment of sites (i.e. 'demolition by neglect').

Summary of Assessment for Demolition

In similar applications for the demolition of original dwellings, the following criteria have been applied to the application to help assess the implications of demolishing the existing dwelling:

Criteria	Officer's Comments
(a) The architecture of the existing building;	The architecture of the dwelling is of a high standard that is typical of the era in which it was constructed.
(b) The degree of intactness of the original building fabric of the dwelling;	The building is externally in good condition and the original fabric is substantially in place. Minor alterations have not reduced the integrity of the original dwelling. The dwelling retains its original timber framed windows.
(c) The condition of the existing dwelling;	Whilst the Structural Survey submitted by the applicant indicates a number of defects, Council's Building Business Unit is of the view that that the dwelling is structurally adequate. The defects noted are common in dwellings of this age and form of construction, and can and are often repaired.
(d) The streetscape context and in particular the importance to the streetscape of retaining the existing dwelling;	The dwelling forms an important part of the streetscape, being one of 9 'original' weatherboard dwellings located in a continuous row along this side of Camberwell Street and one of 20 'original' dwellings on both sides on the street. The loss of an 'original' dwelling within this stretch of properties will have a significant impact within the streetscape and will set an undesirable precedent for the loss of other 'original' dwellings in Camberwell Street. Retention of the dwelling is important to preserving the character of the streetscape.
(e) The location of the existing dwelling on the site;	The 'original' dwelling is located on the front lot with vehicular access being provided to the existing dwelling on the rear lot.
(f) The effect of retention of the existing dwelling upon the development potential of the site;	The site has been developed to its full potential. Retention of the 'original' dwelling at the front lot will not affect any further development on the site.
(g) Whether retention of the existing dwelling could be achieved through the granting of variations to development requirements; and	Retention of the dwelling could readily be achieved and concessions could be supported where necessary to retain the existing dwelling and provide a suitable setting to the property.

(h) Whether the proposed new development contributes positively to the character of the streetscape in which the development is set and is an appropriate replacement for the original dwelling proposed to be demolished.	The proposed development is not considered to be of an appropriate replacement for the original dwelling being demolished due to the design, scale, bulk and built form of the proposed building which does not reflect the existing form or design features of the existing dwelling or scale of existing 'original' dwellings in the street.
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Replacement of the 'original' dwelling

Where demolition is proposed, the subsequent development must comply with the relevant provisions of Town Planning Scheme No. 1, must contribute positively to the streetscape and must represent an appropriate replacement for the character dwelling being demolished.

With regard to the proposed replacement dwelling, the proposed two-storey dwelling does not reflect the existing form or proportions of the existing 'original' dwellings in the street. Whilst two storey extensions to 'original' dwellings are often supported, the two storey element would normally be substantially setback from the front elevation of the dwelling behind the ridgeline of the roof so as to maintain the original appearance of the 'original' dwelling being single storey in the streetscape. In this instance, however, the two storey element is not substantially setback from the footprint of the building and thus, dominating the streetscape.

An example of an approved development application (DA No: 09/0717) involving the demolition, and construction of a two storey weatherboard dwelling with its upper floor being substantially setback from the ground floor elevation is No. 32 Carnarvon Street. For this application, the upper floor was substantially setback, approximately 13 metres from the front elevation of the ground floor so as to maintain a consistent single storey appearance to Carnarvon Street.

Although it is acknowledged that the proposed replacement dwelling includes the use of weatherboard cladding with traditional features such as verandah, open eaves, zincalume roof etc, the subject dwelling does not represent an appropriate replacement for the character dwelling being demolished due to the scale and design of the building which is not considered to be sympathetic or reflective of other 'original' dwellings along Camberwell Street.

Boundary Setback

An assessment of the plans reveals that the reduced setback of the Kitchen wall to the south-western property boundary will not have any adverse impact on the amenity of the south-western adjoining property (No. 6 Camberwell Street) in terms of solar access and building bulk.

This is due to the fact that the subject walls only abut an existing driveway of the south-western adjoining lot. There is a sufficient buffer between the subject walls and the existing dwelling which effectively, minimise any impact of building bulk onto the south-western property.

Based on the submitted overshadowing plan, the non-compliance will not unduly restrict direct sun and ventilation into north-western adjoining property or their appurtenant outdoor living areas as the shadowing would only cast mostly onto the driveway and garage.

Visual Privacy

The proposed development has been designed to alleviate any potential overlooking onto adjoining properties by providing highlight windows and minor openings, in particular on those walls facing towards the south-western adjoining properties with the exception of the upper floor Bedroom 2 window.

The subject window constitutes a variation to the visual privacy requirement given that it overlooks a portion of land of the south-western adjoining property behind its street setback line. Notwithstanding this, an assessment of the plans and subsequent site inspection reveals that the subject window will not overlook any habitable spaces or outdoor living areas on the south-western adjoining property. Instead, it will only overlook a portion of the driveway.

In this regard, it is considered that the proposed visual privacy variation satisfies the relevant Design Criteria of the Residential Design Codes and thus can be supported.

Town Planning Scheme No. 1 - Clause 36

Prior to determining an application the Council is required to consider the matters listed in Clause 36(5). These matters are considered in part as follows:

- ***Any relevant precinct plan***

The Statement of Intent for Precinct Plan P12 – East Victoria Park Precinct stipulates: *“The retention of existing structurally sound housing which generally contributes to the character of the area, and the selective redevelopment of other sites will be encouraged.”* Demolition of an existing original dwelling is not consistent with this and is therefore contrary to Town Planning Scheme No. 1.

- ***The orderly and proper planning of the locality***

- ***The conservation of the amenities of the locality***

The demolition of the original weatherboard dwelling will set an undesirable precedent within the street, the result of which will lead to a deterioration of the existing character and appearance of the area. The subject dwelling is one of nine ‘original’ dwellings in a row along the south-eastern side of Camberwell Street and one of 20 similar original dwellings immediately on both sides of the street. The demolition of the ‘original’ dwelling will therefore set an undesirable precedent for the loss of other ‘original’ dwellings in Camberwell Street.

- ***The design, scale and relationship to existing buildings and surroundings of any proposed building or structure***

The proposed development is not considered to be of an appropriate replacement for the original dwelling being demolished due to the design, scale and built form of the proposed building not reflecting the existing form or characteristics of the existing dwelling or existing ‘original’ dwellings in the street.

CONCLUSION:

Having regard to the intact nature of the streetscape and the condition of the existing weatherboard dwelling, and in the absence of sufficient justification from the applicant for the demolition of the existing dwelling, the applicant has not met the requirements and intent of Clause 8 “Retention of Dwelling” in Council’s Local Planning Policy – Streetscape. The loss of the ‘original’ dwelling on the subject property will adversely affect the character and appearance of the street and the intent the Weatherboard Precinct and identified Weatherboard Streetscapes to maintain these important streetscapes.

The proposed dwelling is not considered to be a suitable replacement for the existing dwelling nor will it preserve and enhance the existing character of the streetscape. In addition, the approval of this application is likely to result in the setting of a precedent for further similar applications that would negate the provisions of the Local Planning Policy – Streetscape. In view of the above it is recommended that the application be Refused.

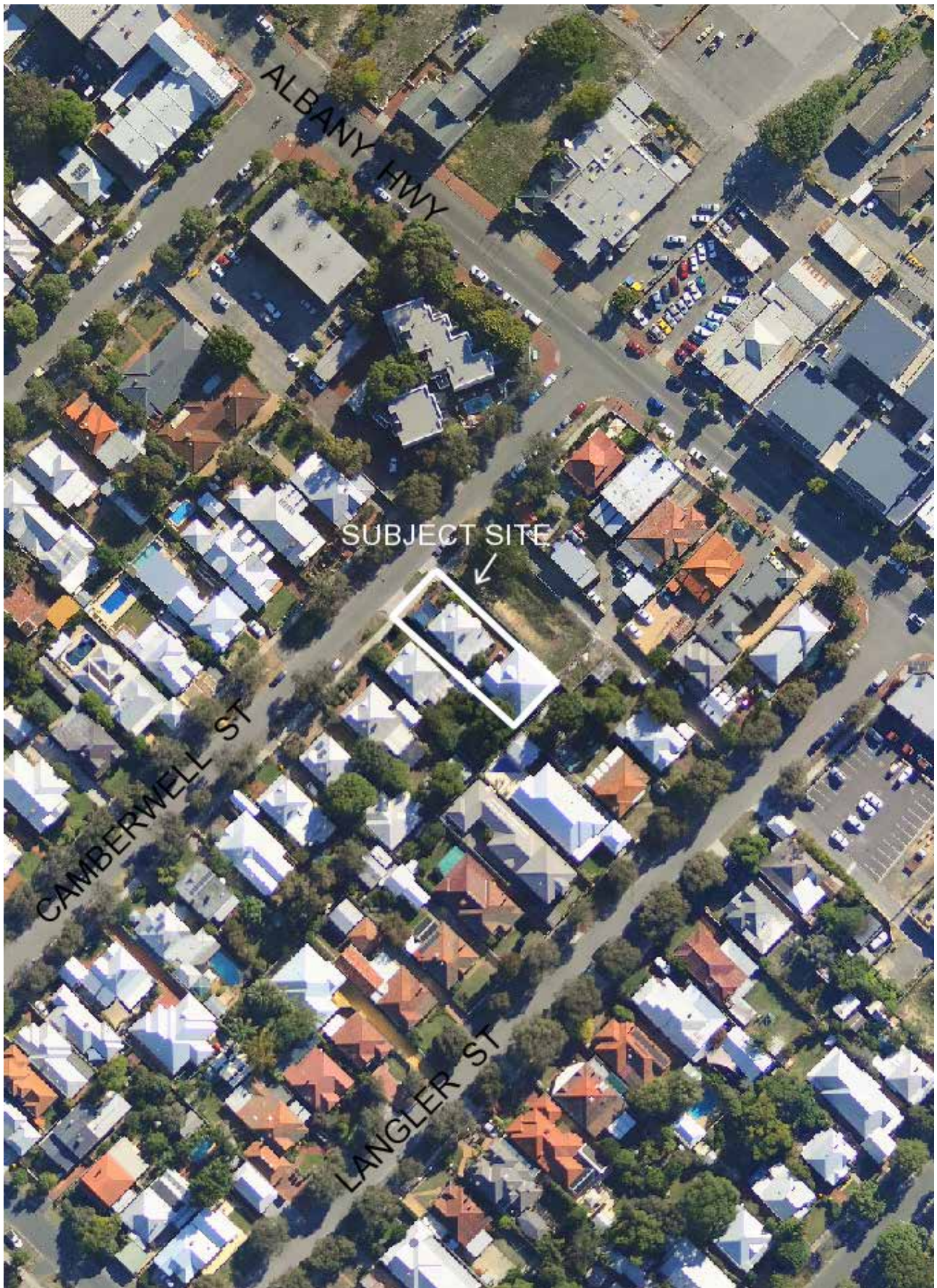
RECOMMENDATION/S:

In accordance with the Town of Victoria Park Town Planning Scheme No. 1 and the Metropolitan Region Scheme, the application submitted by W & L Buffham (DA Ref: 5.2013.257.1) for Demolition and Construction of Grouped Dwelling at 4 (Lot 69) Camberwell Street, East Victoria Park as shown on the amended plans dated 18 July 2013 be Refused for the following reasons:

1. **The demolition of the existing dwelling is non-compliant with the Town of Victoria Park Town Planning Scheme No. 1 Precinct Plan P12 ‘East Victoria Park Precinct’ which seeks to ensure the retention of structurally sound original dwellings in order to maintain existing residential character and streetscapes.**
2. **Non-compliance with Clause 8 “Retention of Dwelling” P1 of the Town of Victoria Park Local Planning Policy – Streetscape, with particular reference to the following Performance Criteria:**

“P1 To ensure the integrity of the built form is protected through the retention of buildings of good quality, architectural character.”
3. **Non-compliance with Clause 8 “Retention of Dwelling” A1, A2 and A3 of the Town of Victoria Park Local Planning Policy – Streetscape.**
4. **Non-compliance with Town Planning Scheme No. 1 Clause 36 – ‘Determination of Application – General Provisions’, in particular with the following:**
 - any relevant precinct plan;
 - the orderly and proper planning of the locality;
 - the conservation of the amenities of the locality; and
 - the design, scale and relationship to existing buildings and surroundings of any proposed building or structure.

5. **The proposal will set an undesirable precedent for the demolition of other character dwellings within Camberwell Street, the Residential Character Study Area and the Weatherboard Precinct and Weatherboard Streetscapes, contrary to the Town Planning Scheme No. 1 and Local Planning Policy – Streetscape. The cumulative effect of this will erode the existing character and appearance of the area.**



11.2 No. 7 (Lot 731) Huntingdon Street, East Victoria Park – Addition of Carport

File Reference:	HUNT7
Appendices:	No
Landowner:	J P Froggatt and M Wallace
Applicant:	J P Froggatt and M Wallace
Application Date:	16 September 2013
DA:	5.2013.465.1
MRS Zoning:	Urban
TPS Zoning:	Residential R20
TPS Precinct:	Precinct P12 'East Victoria Park Precinct'
Use Class:	Single House
Use Permissibility:	"P" use

Date:	29 October 2013
Reporting Officer:	J. Gonzalez
Responsible Officer:	R. Cruickshank
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Refusal

- The application proposes a structure nominated on the plans as 'patio/carport'.
- The proposed structure has been assessed as a carport.
- The carport is proposed to be located in front of an existing double garage.
- The proposed carport does not comply with Clause 38 of the Town Planning Scheme No. 1
- The application does not comply with the Statement of Intent and objectives of the Residential zone of the Precinct Plan 12 – 'East Victoria Park'.
- The proposal does not comply with the requirements of the Council's Local Planning Policy – Streetscape and the Residential Design codes (R-Codes).
- The proposal does not comply with the requirements of the Australian Standards in relation to the minimum dimensions of the carport.

TABLED ITEMS:

- Application form dated received 16 September 2013;
- Plans dated received 16 September 2013;
- Correspondence submitted by the applicant received 16 September 2013;
- Consultation letters dated 11 October 2013;
- Aerial photo of the area; and
- Letter of objection dated received 25 October 2013.

DETAILS:

The application proposes to have a patio/carport, in front of an existing double garage, with a minimum street setback of 0.05 metres and a front average setback of 4.18 metres, in lieu of a required minimum setback of 3.0 metres and a required average setback of 6.0 metres, respectively.

The proposed patio/carport is of the following dimensions: 4.50 metres in length and 5.130 metres in width. The carport roof instead of being integrated within the roof of the single house is proposed to have its own separated roof up to the boundary, just attached to the fascia of the existing garage.

The subject property is located on the corner of Huntingdon Street and Plumber Street opposite 'Mazzini Reserve', between Plummer Street and Etwell Street, East Victoria Park.

The streetscape is characterised by single houses setback from the street boundary with a minimum of 3.0 metres. On the western side of Huntingdon Street, where the proposed patio/carport is located, the old housing stock has been removed and a new stock of five single houses has been built since 2001. Three of the single dwellings have a street setback of approximately 6.0 metres, one single house with an approximately minimum street setback of 3.0 metre and the subject single house has a minimum street setback of 4.5 metres. None of the five dwellings have additions in front of the building line, facing Huntingdon Street.

Across the road there is mostly an old housing stock of eight single houses with a minimum street setback of approximately 5.5 metres with no additions in front of the building line.

The applicant has submitted a letter in support of their application, which is summarised below:

- The application is for a proposed patio/carport (under-covered area).
- The existing garage is used for the two owners' cars.
- The proposal is for a cover area for the owner's (mini) vehicle/trailer.
- The dimensions of the carport do not need to comply with carport requirements as there are already two official complying car bays.
- It seeks a variation in relation to having the support posts on the boundary in lieu of 1.5 metres setback normally required.
- There are numerous examples in the Town of Victoria Park with enclosed garages with nil setback.
- The timber posts are non-intrusive and have no negative impact to the streetscape or neighbours.
- It would be more aesthetically pleasing if it was built as a standard looking carport as opposed to one with a cantilevered roof (if Council insists on 1.5 metres setback to the post).

Legal Compliance

Relevant General Provisions of Town Planning Scheme No. 1

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

- Clause 36 of the Scheme Text - Determination of Application – General Provisions;
- Statement of Intent contained in Precinct Plan P12 'East Victoria Park';

Compliance with Development Requirements

- TPS 1 Scheme Text, Policy Manual and Precinct Plan;
- Policy Manual, Policy 3.1 – Residential Design Guidelines
- Residential Design Codes (R Codes);
- Local Planning Policy – Streetscape.

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

Item	Relevant Provision	Requirement	Proposed	Compliance
Setback of Garages and Carports	Clause 2 of LPPS	Minimum setback of 1.5 metres to columns and 1.0 metre to eaves 6.0 metres average street setback	0.05 metres to columns and nil setback to eaves/roof. 4.18 metre average street setback	Non-compliant – Not supported. Refer to Comments below.
Boundary Setbacks	Clause 5.1.3 of R Codes	1.5 metres	1.45 metres	Non-compliant – Supported. Variation is minor in nature and is considered to have negligible additional impact than a compliant side setback of 1.5 metres.
Open Space	Clause 5.1.4 of R Codes	50.0% equivalent to 236 m ²	42.9% equivalent to 202.7 m ²	Non-Compliant – Not supported. Refer to Comments below.
Parking	Clause 5.3.3 of R Codes	2 bays	2 bays in existing double garage behind proposed carport structure.	Compliant.
Design of Car Parking Spaces	Clause 5.3.4 of R Codes	As per Australian Standard AS2890.1 equivalent to each bay being 5.4 metres long and 2.4 metres wide.	The proposed carport structure is sufficiently wide being 4.93 metres in width. However, a length of only 4.45 exists beneath the structure, between the	Non-compliant – Not Supported. The compliant provision of car parking bays in accordance with the relevant Australian Standard is unable to be met and represents a safety issue and hazard to pedestrians as vehicles are unable to park beneath the structure on site. The

			street boundary and the existing garage.	dwelling is already provided with two compliant car bays within the existing double garage as per the requirements of the R Codes. Refer to Comments section below.
Building Design	Clause 10 of LPPS	Eaves to be provided to match eaves of existing dwelling, and carport to match the style, materials and colour of the existing dwelling.	Whilst colours and materials of carport are compatible with the dwelling, the structure is not provided with eaves and the roof form is not integrated with the main roof, giving the structure an unsympathetic 'tacked on' appearance.	Non-compliant – Not supported. Refer to Comments section below in relation to adverse visual impact on the street and unsympathetic design of the carport addition.

Submissions:Community Consultation:

In accordance with Council's Policy GEN3 'Community Consultation' the proposal was the subject of community consultation for a period of 14 days, with letters being sent to owners and occupiers of affected properties. During the consultation period, one submission was received.

CONSULTATION SUBMISSIONS	
<i>Submission from owner/occupants of No. 9 Huntingdon Street</i>	
Comments Received	Officer's Comments
The proposed carport will be extremely unsightly.	Supported – Refer to Comments section below, regarding adverse impacts upon the existing streetscape.
It will adversely affect the value of my property.	Not supported – Property values are not a relevant planning consideration.

Sustainability Assessment:External Economic Implications:

No impact

Social Issues:

No impact

Cultural Issues:

No impact

Environmental Issues:

No impact

COMMENT:

The application proposes a structure that on the submitted plans has been nominated as 'Patio/Carport', which is located in front of the existing double garage of the subject property. Due to a patio being considered as a structure for entertainment or as an outdoor living area, and therefore not a structure over a driveway or car parking bays, the nominated 'Patio/Carport' has been assessed as a 'Carport'. It is clear from the applicant's submission that the structure is not to be used as patio, given their stated intent to use the structure to park their mini-van/trailer, and as the owners' must drive their vehicles beneath the structure to access the double garage behind. It should be noted that even if the proposed structure was assessed as a patio, it will remain non-compliant with Council's planning requirements, in relation to the side, minimum and average street setback requirements.

The Statement of Intent contained in Precinct Plan P12 - 'East Victoria Park' states that: *"The East Victoria Park Precinct will be enhanced and consolidated as a residential neighbourhood"*. Among the objectives of the Residential Zone, it is stated: *"Predominantly, development shall be in accordance with the standards specified for Residential R20 and R30 under the Residential Planning Codes."*

The application proposes to build a carport on the front street boundary with only 0.05 metres setback contrary to the requirements of Council's Local Planning Policy – Streetscape which seek a minimum street setback of 1.5 metres with and an average street setback of 6.0 metres.

The applicant/owner was contacted several times in this regard via telephone and responded that there are numerous examples of garages built up to the street boundary with nil setback within the Town of Victoria Park and therefore the application should be approved as submitted.

It is acknowledged that several carports have been approved in accordance with the Council's Local Planning – Streetscape Clause 2 – 'Setback of Garages and Carports', when the columns have being setback a minimum of 1.5 metres and eaves are setback a minimum of 1.0 metre from the primary or secondary street, after the standard process of community consultation with the affected owners and occupiers of surrounding properties and assessment of the existing streetscape.

Instead the proposed carport will have its own separated roof and support up to the boundary, looking like a separated structure from the single house and will become a dominant structure along that section of Huntingdon Street. It is therefore considered that the proposed variation will have a detrimental impact on the surrounding properties and the Huntingdon Street streetscape.

In relation to Open Space the existing single house being located within a Residential R20 zoning, requires a minimum open space of 50% equivalent to 236m² and the application with the proposed carport shows a calculated open space of 42.9% equivalent to 202.7m², being non-compliant with Clause 5.1.4 of the R-Codes.

Additionally the proposed structure of 4.5 metres in length by 5.13 metres in width, being a carport, does not comply with the minimum dimensions of the Australian Standards AS 2890.1:2004, as required by the Residential Design Codes, Clause 5.3.4 'Design of Car Parking Spaces', ie. 5.4 metres in length by 2.4 metres in width per bay required, equating to 5.4 metres in length and 4.8 metres wide for two bays.

Town Planning Scheme No. 1 – Clause 36

Under this clause it is considered that the proposed carport:

(i) is not consistent with:

- *The orderly and proper planning of the locality*
The proposed carport on the front boundary would negatively impact the current character of the residential area along the whole of Huntingdon Street, which is characterised by substantial front setbacks and no buildings closer than 3.0 metres to the street boundary and therefore does not contribute to the intact and desired streetscape of Huntingdon Street; the proposed application does not provide the required open space for the existing dwelling as it less than the minimum required.
- *The conservation of the amenities of the locality*
The proposed non-compliant carport will impact on the amenity of the locality as being located on the street boundary may be visually intrusive to the residents in the immediate vicinity, to the pedestrian along that section of Huntingdon Street and to motorists driving along the street; does not allow safety clearances for easements for essential service corridors; in addition the proposed carport although open, its form and design are not integrated within the form of the existing single house and instead it is just attached with its own roof form up to the street boundary, separated from the existing roof and imposing and dominant in the existing streetscape. Furthermore, as the proposed carport is of insufficient width to enable the safe parking of vehicles on site beneath the structure in accordance with Australian Standards, it represents a potential safety risk and hazard to pedestrians. Council has consistently required the relevant Australian Standards to be met in relation to the safe on-site provision of car parking bays.

- *The Statement of Intent contained in Precinct Plan 12 –‘East Victoria Park’*
The proposed carport located on the street boundary is non-compliant with the Statement of Intent of the Precinct which states that that the ‘Precinct should be enhanced’ and also is not in accordance with the standards specified for Residential R20 coding under the R-Codes as stated within the objectives of the Residential Zone of the Precinct Plan 12 ‘East Victoria Park’.

- *The design, scale and relationship to existing buildings and surroundings of any proposed building or structure*
The proposed carport is not sympathetic to the design of the existing dwelling, as it sits proud of the dwelling and features a separate roof, that is not integrated with the main roof of the dwelling. The existing portion of Huntingdon Street does not contain any carports sitting forward of dwellings, and as such the proposed structure will be visually obtrusive and adversely interrupt the pattern and scale of development within the street. Carport additions to existing dwellings are only supported where no other opportunity exists to locate the carport and where the columns are setback the required minimum distance of 1.5 metres from the street and an average street setback of 6.0 metres is able to be maintained. The subject proposal features almost a nil setback, is an unnecessary addition (given the already compliant provision of two car bays within the existing double garage), does not meet the average street setback requirement, and is entirely at odds with the existing pattern of development that consists primarily of dwellings with double garages setback substantially from the street.

(ii) The proposed carport will have an adverse impact on:

- *The likely future development of the locality*
If the proposed non-compliant carport is approved it will set an undesirable precedent for future development along that section of Huntingdon Street, seeking a reduced non-compliant street setback.

It should be noted that another application for planning approval for a proposed loft within the existing roof of the single house on the subject property has been submitted to the Council which appears to be complaint and is likely to be supported for approval, however a complete assessment of that application is yet to be completed at the date of writing this report.

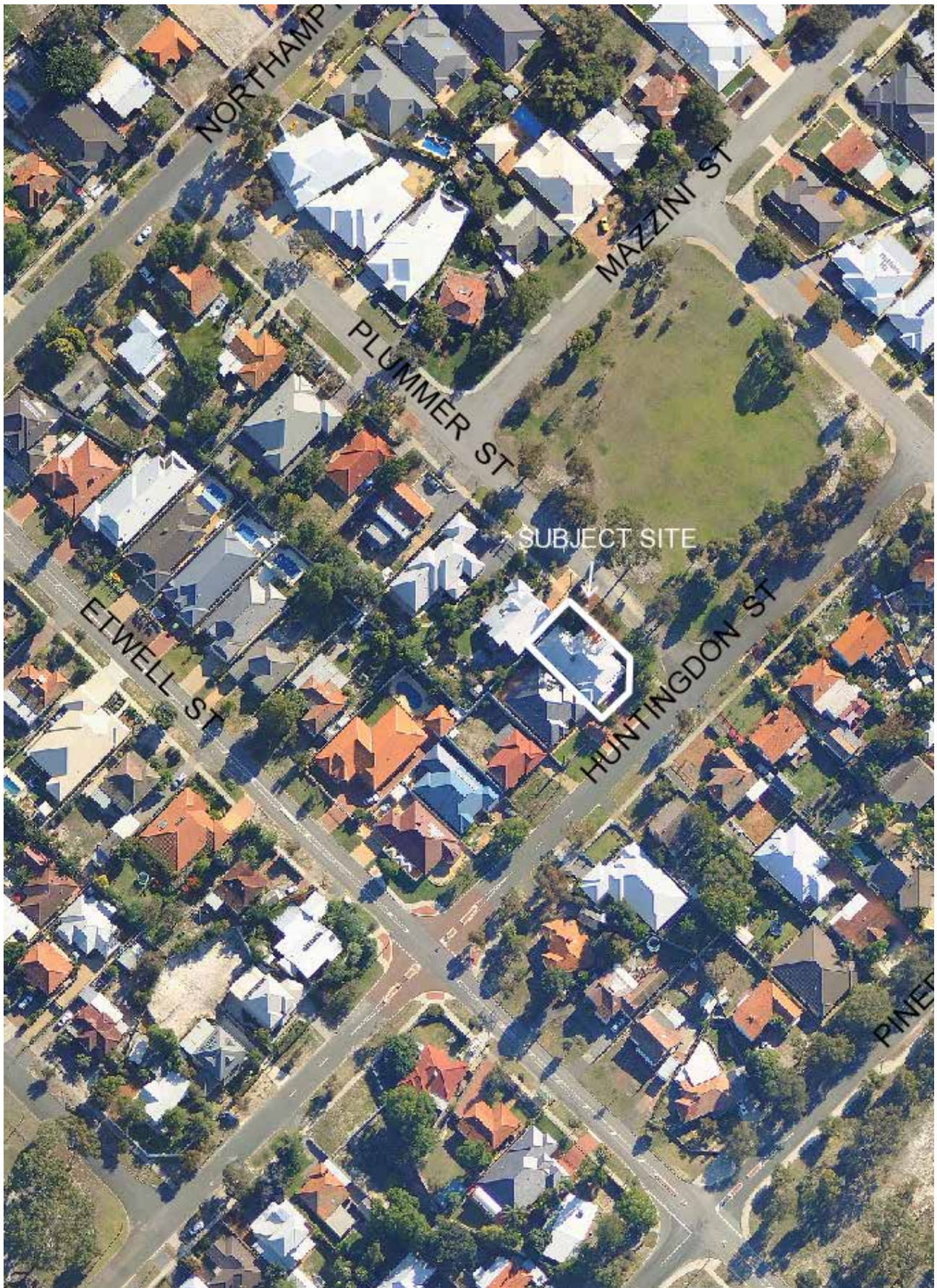
CONCLUSION:

The proposed non-compliant carport does not contribute to the existing established streetscape and does not comply with the requirements of the Council’s Local Planning policy – Streetscape, the Residential Design Codes or relevant Australian Standards. The subject proposal is not consistent with the objectives of the area, would have a detrimental impact on the amenity of the surrounding locality and the streetscape, and would set a very undesirable precedent for similar development to occur if approved by the Council. In view of the above, it is recommended that the Council refuse the application.

RECOMMENDATION:

- 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 J Frogatt and M Wallace (DA Ref: 5.2013.465.1) for Addition of Carport at 7 (Lot 731) Huntingdon Street, East Victoria Park as indicated on the plans dated received 16 September 2013 be Refused for the following reasons:**
 - 1.1 Non-compliance with Clauses 2 and 10 of Council's Local Planning Policy – Streetscape in relation to:**
 - i. The minimum street setback requirement of 1.5 metres and average street setback of 6.0 metres for a carport addition to an existing dwelling; and**
 - ii. The requirement that the carport addition be provided with matching eaves and reflects the style, materials and colours of the the existing dwelling.**
 - 1.2 Non-compliance with Clause 5.1.4 of the Residential Design codes in relation to the minimum 50% open space requirement.**
 - 1.3 Non-compliance with Clause 5.3.4 of the Residential Design Codes in relation to design of car parking spaces, as due to the insufficient depth of the carport structure to accommodate the safe and compliant parking of vehicles in accordance with the relevant Australian Standard.**
 - 1.4 Non-compliance with Town Planning Scheme No. 1 Clause 36(5) – 'Determination of Application – General Provisions', with particular reference to the following subclauses:**
 - (a) the provisions of this Scheme and of any other written law applying within the Scheme area including the Metropolitan Region Scheme;**
 - (b) any relevant planning policy;**
 - (c) any relevant precinct plan;**
 - (d) any Statement of Planning Policy of the Western Australian Planning Commission;**
 - (g) the orderly and proper planning of the locality;**
 - (h) the conservation of the amenities of the locality; and**
 - (i) the design, scale and relationship to existing buildings and surroundings of any proposed building or structure.**
 - 1.5 Non-compliance with the Statement of Intent and objectives for the Residential Zone contained in Precinct Plan P12 'East Victoria Park', which seek for new development to be consistent with the existing style, character and scale of dwellings, be set in landscaped surrounds, and provide for the safe and accessible movement of pedestrians and cyclists.**

- 1.6 The proposal if approved will set an undesirable precedent for similar non-compliant development within the Town of Victoria Park.**
- 2. Those persons who lodged a submission regarding the application be advised of Council's decision.**



11.3 84 (Lot 700) Rutland Avenue, Lathlain – Two Grouped Dwellings & Five Multiple Dwellings

File Reference:	RUTL84
Appendices:	No
Landowner:	The Green Swing Pty Ltd
Applicant:	The Green Swing Pty Ltd
Application Date:	20 August 2013
DA/BA or WAPC Ref:	5.2013.400.1
MRS Zoning:	Urban
TPS Zoning:	Residential R40 / R60
TPS Precinct:	Precinct P7 'Lathlain'
Use Class:	'Grouped Dwellings' & 'Multiple Dwellings'
Use Permissibility:	'P' use

Date:	29 October 2013
Reporting Officer:	R. Dial
Responsible Officer:	L. Parker
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Approval

- Application for two Grouped Dwellings and five Multiple Dwellings on a vacant parcel of land, recently sold off by Council.
- Non-compliant with several provisions of both Council's Local Planning Policy – Streetscape and the Residential Design Codes of WA.
- Consultation was undertaken for a period of 14 days with surrounding property owners and occupiers in accordance with Council Policy GEN3 'Community Consultation'. During the consultation period, one objection was received to the proposed development.

TABLED ITEMS:

- Development Application form dated 20 August 2013;
- Amended plans and elevations dated 20 August 2013 and 23 September 2013;
- Consultation letters to adjoining property owners and occupiers dated 13 September 2013;
- Letter of objection from surrounding property owner dated 23 September 2013;
- Applicant's letters of justification dated 20 August 2013 and 23 September 2013;
- Letters and emails of support received by local residents dated 18 October 2013, 19 October 2013, 22 October 2013 and 23 October 2013.

BACKGROUND:

At its Ordinary Council Meeting on 13 December 2011 Council resolved to dispose of four properties, one of which being the property at Lot 700 (No. 84) Rutland Avenue (corner Bishopsgate Street), Lathlain. The land was purchased by the applicant, The Green Swing Pty Ltd, whom have previously developed a similar, sustainable development of two

Grouped Dwellings and two Multiple Dwellings at No. 96 Rutland Avenue, Lathlain. This was approved by the Council at its Ordinary Council Meeting held on 14 December 2010, due to the extent and level of sustainability measures incorporated into the development, notwithstanding the variations proposed to Council's Town Planning Scheme No. 1 and Local Planning Policy – Streetscape, including:

- Projection of Garages;
- Blank Walls on Boundary; and
- Surveillance of Street.

DETAILS:

An application has been received for the construction of three two storey buildings comprising two Grouped Dwellings and five Multiple Dwellings on a vacant lot, which has frontages to both Bishopsgate Street and Rutland Avenue. The subject lot has a total area of 1010m².

The property is zoned Residential R40/60. In accordance with the provisions of Precinct Plan P7 – 'Lathlain' Precinct, a density of R60 will only be permitted where two or more lots are amalgamated. Therefore, as the site comprises one lot only development is to be in accordance with the R40 provisions of the Residential Design Codes.

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 36 of the Scheme Text;
- Clause 39 of the Scheme Text; and
- Statement of Intent contained in Precinct Plan P7 'Lathlain Precinct'.

Compliance with Development Requirements

- TPS 1 Scheme Text, Policy Manual and Precinct Plan;
- Residential Design Codes (R Codes);
- Local Planning Policy – Streetscape (LPPS); and
- Local Planning Policy – Boundary Walls.

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

Item	Relevant Provision	Requirement	Proposed	Compliance
Plot Ratio	Clause 6.1.1 and Table 4 of the R-Codes	0.6 (390m ²)	0.65 (424.4m ²)	Non-Compliant (refer to Comments section below)
Primary Street Setback (Bishopsgate Street)	Clause 1 of LPPS	3.0 metre minimum setback	4.0 metre minimum setback	Compliant
		6.0 metre average setback	6.76 metre average setback	

Secondary Street Setback (Rutland Avenue)	Clause 1 of LPPS	3.0 metre minimum setback	Block 2 – 1.5 metre minimum Block 3 – 1.6 metre minimum	Non-Compliant (refer to Comments section below)
Setback of Garages	Clause 2 of LPPS	4.5 metre minimum setback	Block 1 – 4.0 metre minimum setback to Bishopsgate Street	Non-Compliant (refer to Comments section below)
Projection of Garage	Clause 2 of LPPS	Maximum 1.0 metre forward of the façade of the dwelling	Block 2 Garage – 3.0 metres forward of dwelling façade	Non-Compliant (refer to Comments section below)
Siting and Orientation	Clause 10 of LPPS	Dwelling frontages parallel and orientated towards the street.	Dwelling frontages generally parallel to street.	Compliant.
		Front doors of dwelling to be identifiable from the street.	Entry points to Blocks 2 and 3 not visible from street.	Non-Compliant (refer to Comments section below)
Boundary Setbacks	Clause 5.1.3 and Tables 2a and 2b of the R-Codes	Setbacks provided in accordance with Clause 5.1.3 and Tables 1, 2A and 2B of the R-Codes	Block 3, Unit G Upper Floor Dining – Living Wall; 1.6 metres required, 1.5 metres proposed.	Non-compliant, supported. Minor variation and will not affect adversely affect the amenity of the adjoining property.
Open Space	Clause 5.1.4 of R-Codes	45%	57.4%	Compliant.

Site Works	Clause 5.3.7 of R-Codes	Excavation or filling between the street alignment and building not exceeding 0.5m Filling behind street setback line and within 1.0m of a common boundary not exceeding 0.5m	Filling of up to 710mm within the Bishopsgate Street alignment. Filling of up to 758mm along the south-eastern boundary with 88A Rutland Avenue.	Non-Compliant, supported. Variations are minor in nature and required due to topography of the land. No adverse impact on adjoining properties.
Building Height	Clause 5.1.6 and Table 3 of R-Codes	Wall height – 6.0 metres maximum. Ridge height – 9.0 metres maximum.	<u>Block 1</u> Top of Wall – 6.6m Top of Ridge – 9.3m <u>Block 3</u> Top of Wall – 6.35m Top of Ridge – 9.35m	Non-Compliant (refer to comments section below)
Building Design	Clause 10 of LPPS	Compliance with design elements such as roof form and shape, pitch, wall height, eaves detailing, window design, materials and colours identified in Clause 10 relating to dwellings within the General Precinct.	The buildings are provided with minimum 30 degree roof pitch, provision of eaves to all upper floor elevations, 'light grey' roof sheeting and provision of variation of building materials to reduce building bulk.	Compliant
Design for Climate	Clause 5.4.2 of R-Codes	Maximum 50% overshadowing of adjoining property. Minimum 50% of the required outdoor living area of the adjoining property to not be in shadow.	3.9% and 7.1% overshadowing on the adjoining properties respectively. The outdoor living area of either adjoining property is not affected by any overshadowing.	Compliant

<p>Visual Privacy</p>	<p>Clause 5.4.1 of R-Codes</p>	<p>Specified setbacks for major openings raised more than 500mm above natural ground level.</p>	<p><u>Block 1 – Unit B</u> Bedroom 1, 4.5 metres required; 3.6 metres proposed.</p> <p><u>Block 3 – Unit G</u> Dining Room, 6.0 metres required; 4.0 metres proposed.</p>	<p>Non-Compliant, supported. Areas of overlooking are to non-habitable spaces and the side setback are between the adjoining dwelling and fence, and therefore will not adversely impact the amenity of the adjoining property and occupants.</p>
<p>Access and Parking</p>	<p><u>Grouped Dwellings</u> Clause 5.3.3 of R-Codes</p> <p><u>Multiple Dwellings</u> Clause 6.3.3 of R-Codes</p>	<p><u>Residential Bays</u> = 6.5 car bays required.</p> <p><u>Visitor Car Parking</u> <i>0.25 bay per multiple dwelling</i></p> <p>= 1.25 bays ≈ 1.0 bay</p> <p>Total Bays = 7.75 (8 bays)</p> <p><u>Bicycle Parking</u> <i>1 bay per 3 multiple dwellings</i></p> <p>= 2.0 bays</p> <p><u>Visitor Bicycle Parking</u> <i>1 bay per 10 multiple dwellings</i></p> <p>= 1.0 bay</p>	<p><u>Residential Bays</u> 7.0 car bays</p> <p><u>Visitors Bays</u> 1.0 visitor car bay</p> <p><u>Bicycle Parking</u> 14.0 bays</p> <p><u>Bicycle Visitor Parking</u> 4.0 bays</p> <p>Total 8 bays provided</p>	<p>Total number of on-site bays compliant – it is noted that whilst 0.25 visitor bay shortfall occurs, it is considered that the surplus residential bay proposed will adequately offset the minor 0.25 visitor bay shortfall on site.</p>

Boundary Walls	LPP – Boundary Walls	3.0 metre average wall height 3.5 metre maximum wall height	3.67 metre average wall height 3.77 metre average wall height	Non-Compliant, supported. Minor variation with no adverse impact on the adjoining property.
Essential Facilities	Clauses 5.4.5 and 6.4.6 of R-Codes	4.0m ² storeroom for each dwelling	<4.0m ² storeroom provided for each dwelling (minimum 2.1m ² , maximum 3.3m ²)	Non-Compliant, supported. The application proposes a common storage and workshop area which provides an average of 5.3m ² of storage area per dwelling.

Submissions:

Community Consultation:

As the proposed development incorporates a number of variations to both Council's Local Planning Policy – Streetscape and the R-Codes, the proposed development was subject to neighbourhood consultation for a period of 14 days in accordance with the provisions of Council Policy GEN3 'Community Consultation'.

The consultation period commenced on 14 September 2013 and concluded on 30 September 2013. Over the comment period, one objection was received as summarised and considered by Council's Urban Planning Business Unit in the below table, and is also included in full as a tabled item to this report.

CONSULTATION SUBMISSIONS	
<i>Submission from owners of No. 10 Bishopsgate Street, Lathlain</i>	
Comments Received	Officer's Comments
<ul style="list-style-type: none"> Strongly object to the plot ratio, garage setback and building height variations. Council rules should be enforced in this case, as they are for all others in the area. 	<ul style="list-style-type: none"> Submitter's comments not supported. Whilst the application proposes a number of variations to the 'Deemed-to-comply/Acceptable Development' provisions of the R-Codes and Council's LPP – Streetscape, Council Officers have further assessed the application and consider that it meets the relevant 'Design Principles/Performance Criteria' of these planning instruments. Refer to Comments section below.

Whilst only one submission was received during the consultation period carried out by Council's Urban Planning Unit, Council Officers have since been provided with four letters of support from Lathlain residents which have been included in full as tabled items to this report. The submissions of support are summarised below:

- The plans are in-keeping with the neighbourhood, yet with smart design choices to minimise impact on the environment in both the short and long term. The development is a good example of the kind of smart, ecologically-sensitive and sustainable design that we should be encouraging in all our communities.
Mr. Zalkikar & Ms. J Tawde, No. 2/12 Forster Avenue, Lathlain
- The overarching concept of energy efficiency through passive design, reduced footprint and appropriate material selection is consistent with the local planning frameworks and the design principles of the R-Codes.
Mr. James McIntosh, No. 13 Roberts Road, Lathlain
- The Green Swing's vision for the development is truly an exciting and innovative design, with shared outdoor areas and solar passive design, meaning warm in winter and cool in summer homes, with smart features such as shared bicycle storage. I can't think of a better way to develop the big old blocks of our inner city.
Ms. Olivia Holmes, No. 39 Miller Street, Victoria Park
- I believe this development is desirable and will have a positive impact on the local area. I have no concerns about the non-compliance issues including plot ratio, building heights and setback of garages.
Ms. Elizabeth Healy & Mr. Robert Baird, No. 92 Rutland Avenue Lathlain

Sustainability Assessment:

External Economic Implications:

Nil

Cultural Issues:

Nil

Environmental Issues:

The subject land which was previously a reserve under Council's ownership, is heavily occupied by a number of existing mature trees. Whilst the application seeks to retain the existing established gum tree as a feature of the central courtyard, most of the remaining vegetation will be required to be removed to make way for the development of the site. As such, the applicant proposes to seek Council's permission to plant several new trees on the remaining reserve in an effort to retain the original character of the previously larger reserve.

The applicant detailed in its covering letter to Council the eco-effective objectives that have been targeted in the design which include:

- Aiming for a minimum energy efficiency rating of 8.5 across the seven units issued by the Nationwide House Energy Rating Scheme (NatHERS).
- eTool gold certified rating for each residence, representing up to a 90% saving in carbon emissions compared to standard development.
- Strong focus on public transport and cycling as opposed to dependence on vehicles.
- Integration of solar panels, rainwater harvesting and the use of recycled building materials where practicable.

COMMENT:

The application proposes a number of variations to the Acceptable Development and Deemed-to-comply provisions of both Council's Local Planning Policy – Streetscape and the R-Codes as outlined above. The applicant has provided justification within its covering letter addressed to the Town, which is included in full as a tabled item to this report. The proposed variations are considered in turn below, where they have not already been address in the Compliance section of this report:

Plot Ratio

In accordance with the provisions of the R-Codes, the maximum allowable plot ratio for Multiple Dwellings on land coded R40 is 0.6, which in the case of the subject site would equate to a maximum plot ratio floor area of 390m². The maximum plot ratio floor area has been based on a total site area for the Multiple Dwellings of 650m², which excludes the area of land occupied exclusively for the use of the proposed two Grouped Dwellings. The application was advertised for public comment based on the proposed plot ratio of 0.65 (424.4m²), being 34.4m² in excess of the maximum. As noted above, an objection has been received from a nearby property owner in relation to this variation.

Council Officers have considered the merits of the plot ratio variation and support the variation for the following reasons:

- The loft floor areas have been included as part the plot ratio floor area calculations, however these areas would otherwise be unutilised roof spaces and are proposed as general utility areas as opposed to habitable spaces.
- Overall, the additional plot ratio floor area does not create additional scale and bulk to the appearance of the dwellings as the loft areas are contained wholly within the roof space of each of the buildings. As such, permitting a variation to the maximum plot ratio floor area in this instance does not result in additional scale or bulk to each of the buildings and is not considered to be detrimental to the amenity of the surrounding area or the streetscape.
- The development provides a large number of generous communal and private living areas to provide an acceptable level of amenity for prospective residents. The proposal includes a large, central communal garden area and a further common garden area situated to the north

of Block 2 facing Bishopsgate Street. The applicant has included a landscaping plan as part of the set of development plans which details extensive areas of landscaping which are considered to provide further visual interest in breaking up the scale and bulk of the proposed buildings.

- Based on the above reasoning, it is considered that the development satisfies the relevant 'Design Principle' of the R-Codes where a plot ratio variation is sought, being "*Development of the building at a bulk and scale indicated in the local planning framework and is consistent with the existing or future desired built form of the locality.*"

Secondary Street Setback

The proposed development seeks a minor variation to Council's Local Planning Policy – Streetscape with regards to the secondary street setback to Rutland Avenue. The application proposes a minimum setback of 1.5 metres and 1.6 metres to portions of Blocks 2 and 3 respectively in lieu of 3.0 metres as required by Council policy.

Blocks 2 and 3 are largely situated behind the 3.0 metre secondary street setback line, however as mentioned above portions of the buildings are setback a minimum of 1.5 metres from Rutland Avenue. The setback variation is not considered to adversely impact the streetscape as the existing dwellings within the streetscape are situated within 0 – 3.0 metres of the property boundary as a result of the ceding of land over time to accommodate the widening of Rutland Avenue, adjacent to the railway line.

It is also noted that the extensive width of the verge and road reserve of Rutland Avenue further increases the perceived setback distance of the development from Rutland Avenue. In view of the above, it is considered the reduced secondary street setback variations for portions of Blocks 2 and 3 will not adversely impact the existing established street setback pattern of Rutland Avenue and may be supported in this instance.

Setback of Garages

The application proposes a minor variation to the garage setback requirements of Council's Local Planning Policy – Streetscape to the garages of Units A and B being setback 4.0 metres from Bishopsgate Street in lieu of the required 4.5 metres.

In this instance, it is noted setting the garage back an additional 0.5 metres to comply with Council's policy requirements would not alter the overall bulk and scale of the building. Further, setting the garage back an additional 0.5 metres would have a detrimental impact on the amenity and function of the storerooms as well as impact the layout and circulation of the ground floor plan for Units A and B.

Given the minor nature of the variation and as the subject lot is located at the end of Bishopsgate Street, it is considered that the proposed variation to the garage setback requirement will not set a negative precedent for future development within the locality or adversely impact the streetscape. As such, the proposed setback variation is considered acceptable in this instance.

Projection of Garage

In accordance with Council's Local Planning Policy – Streetscape, garages should not project more than 1.0 metre forward of the façade of the dwelling. The application proposes a variation to this requirement with the garage of Block 2 being proposed 3.0 metres forward of the building line.

The garage projection is offset by the first floor walkway between Blocks 2 and 3 which is located above the ground floor garage. Further façade articulation is provided through the upper floor balconies and gable roof forms which are considered to largely offset the appearance of the garage located forward of the building line. A similar garage projection variation was previously supported by Council for the sustainable development at No. 96 Rutland Avenue in close proximity to the site.

Based on the above, it is considered that the proposed variation satisfies the Performance Criteria of Council's Streetscape Policy by reducing the dominance and visual appearance of the garage through the location of the upper floor relative to the garage.

Siting and Orientation

Council's Local Planning Policy – Streetscape places a strong emphasis on the location of the front doors being provided at the front of each of the dwellings and being identifiable from the street. The previous application of No. 96 Rutland Avenue, Lathlain was not supported by Council Officers for concerns regarding compliance with WAPC Policy 'Crime Prevention Through Environmental Design (CPTED)'. The applicant however, has provided the following reasoning for the location of each of the entry doors to the dwellings:

- The main entrance to each dwelling is accessed by foot via common open space to allow for incidental interaction between residents.
- Position of the main entries to each of the dwellings allows non-intrusive views of other adjacent dwellings to enhance occupant security and surveillance.
- Appropriately managed overlooking to parts of the communal gardens and landscaping create a feeling of shared entitlement to that space and further enhance security of the development.

As such, whilst the proposal does not satisfy the 'Acceptable Development' provisions of Council's Local Planning Policy – Streetscape, the entries to each dwelling may be identifiable in accordance with the policy by the location of each of the communal footpaths leading to the entry point to each dwelling. As stated by the applicant, the proposal provides ample opportunities for passive surveillance of both the street and internal courtyard areas with windows and balconies facing both the Bishopsgate Street/Rutland Avenue and the pedestrian/vehicular access points. The proposed variation is therefore considered to be acceptable in this instance.

Building Height

The Residential Design Codes permit the development of two storey buildings with a maximum 6.0 metre wall height and a maximum 9.0 metre ridge height. The application seeks a minor variation in this regard with a maximum top of wall height of 6.6 metres and a maximum top of ridge height of 9.3 metres being proposed to Block 1.

Council's Local Planning Policy – Streetscape, requires "*wall height on the front elevation similar to adjacent dwellings and housing predominating in the street but does not preclude two storey development*". The policy goes on to state that two storey development be designed so as to "*reduce the scale and bulk of the building on the streetscape*".

It should be noted the buildings have been designed with a maximum external wall height of 6.0 metres (70c in brick coursing) and a maximum top of pitched roof of 9.0 metres however, the difference in finished floor level to natural ground level result in a minor variation to both the height requirements.

As such, given the site has not previously accommodated residential development, minor site works are required to ensure a consistent relative level across the site to meet the needs of the future development of the site, particularly with regard to the communal garden areas which are relative to each of the buildings. The proposed building height variations are not considered to add to the overall scale and bulk of the dwellings and do not restrict sunlight or result in excessive overshadowing to the adjoining properties as demonstrated on the applicant's site plan.

Overall, the development is considered to satisfy the relevant 'Design Principles' of the R-Codes and is not considered to have an adverse impact on the adjoining properties or streetscape. On this basis, it is considered the variation may be supported.

CONCLUSION:

The proposed development is a unique form of sustainable development situated on a lot with exposure to two street frontages and within close proximity of the Victoria Park train station. As such, the proposal has been largely designed around sustainable development principles which have resulted in a number of non-compliances with both Council policies and the Residential Design Codes.

It is noted that since the submission of the original proposal, the applicant has made design improvements to the elevations in response to the comments made from Council Officers. Whilst the application still proposes a number of variations to Council's Local Planning Policy – Streetscape and the Residential Design Codes, the Elected Members were previously supportive of a similar sustainable development at No. 96 Rutland Avenue of which many of the design principles of the subject proposal have been based upon. The Green Swing Pty Ltd and the Town have since received positive feedback from members of the community relating to the development at No. 96 Rutland Avenue and as such it is anticipated that the proposed sustainable development will be greeted with similar feedback.

The variations detailed within this report are not considered to adversely impact upon the amenity of the surrounding residents and as such 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 The Green Swing Pty Ltd for Two Grouped Dwellings and Five Multiple Dwellings at 84 (Lot 700) Rutland Avenue, Lathlain as indicated on the plans dated received 20 August 2013 and 23 September 2013 be Approved subject to the following conditions:**

- 1.1 In order to confirm compliance with this planning approval and all relevant Council requirements, approval is to be obtained from the following Council Business Units prior to the submission of a certified application for a building permit:**

 - Urban Planning;**
 - Street Life;**
 - Park Life;**

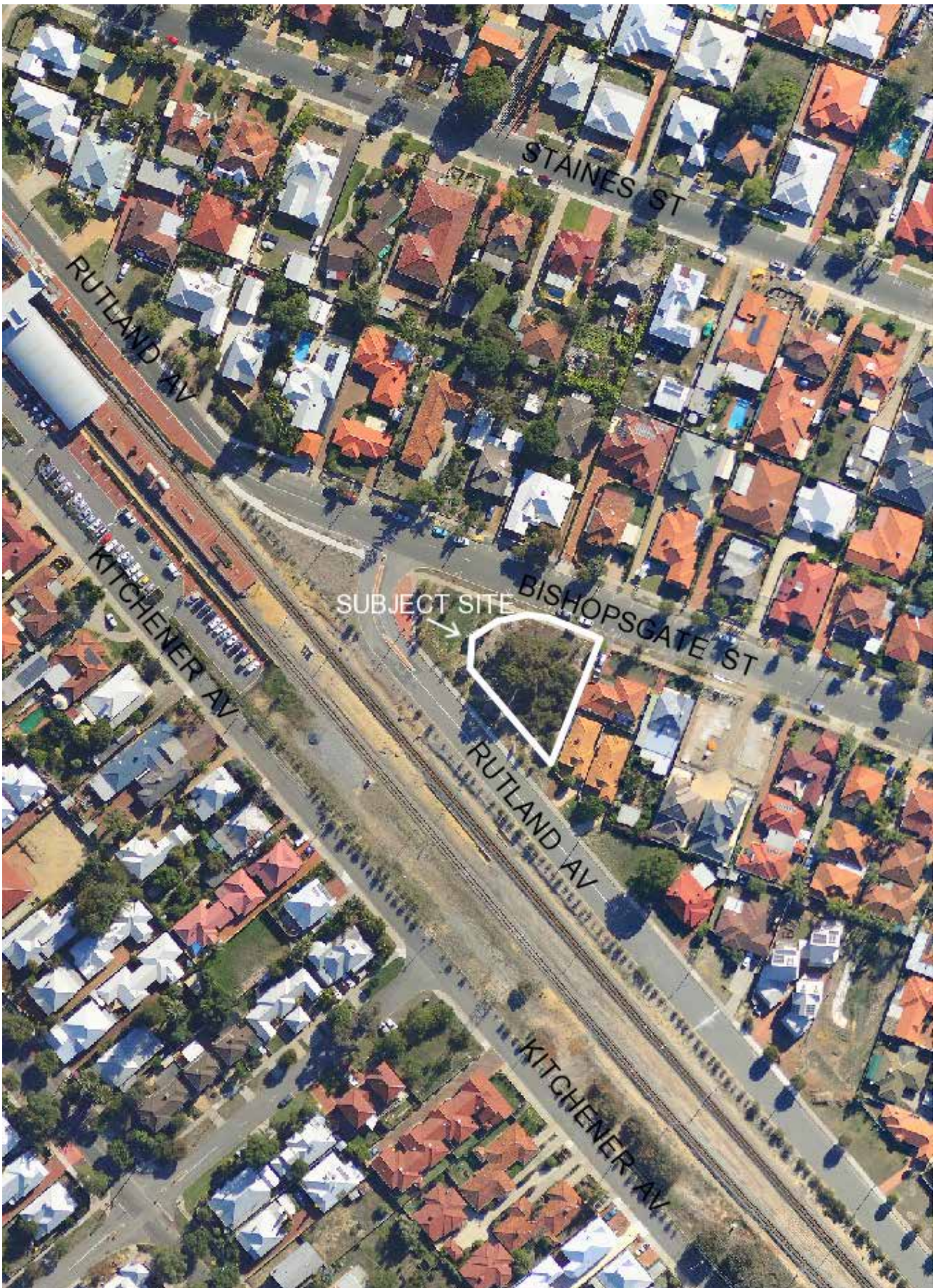
Failure to do so may result in refusal of the application for a building permit (refer related Advice Note)
- 1.2 The lease or occupation of the 'Studio' of Unit G as self-contained living accommodation separate from any other part of Unit G is not permitted without further planning approval first being granted by the Town of Victoria Park. Any use or occupation of Unit G other than as a single Multiple Dwelling is an offence under the Planning and Development Act 2005.**
- 1.3 The loft spaces of all the units are not to be utilised for habitable purposes.**
- 1.4 A landscaping plan detailing size, location and type of planting to be provided to the satisfaction of the Manager Urban Planning prior to submission of an application for building permit.**
- 1.5 Landscaping is to be completed prior to the occupation or strata titling of the building(s), whichever occurs first, and thereafter maintained to the satisfaction of the Manager Urban Planning.**
- 1.6 A minimum of 50% of the front setback area of the front unit is to be softly landscaped. Landscaping is to be installed prior to occupation of the building(s) or strata titling whichever occurs first and subsequently maintained to the satisfaction of the Manager Urban Planning Program.**
- 1.7 All driveways and car parking bays to be constructed of brick paving, liquid limestone, exposed aggregate or any alternative material approved by the Manager Urban Planning.**
- 1.8 External colours, finishes and materials to be used in the construction of the building are to be in accordance with the colour schedule date stamped approved 12 November 2013, attached with the approved plans, unless otherwise approved in writing by the Manager Urban Planning.**
- 1.9 External fixtures, including but not restricted to airconditioning units, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be located such that they are not visible from the primary street, secondary street or right-of-way.**
- 1.10 A zero lot gutter to be provided for the boundary wall adjoining the common boundary with No. 88A Rutland Avenue, Lathlain.**

- 1.11 The surface of the boundary wall on the common boundary with No. 88A Rutland Avenue, Lathlain to be the same finish as the approved external wall finish for the remainder of the dwelling, unless otherwise approved.
- 1.12 External clothes drying facilities shall be provided for each dwelling and shall be screened from view from the street or any other public place.
- 1.13 All bin storage areas shall be screened from view from the street or any other public place.
- 1.14 Existing crossovers that are not used as part of the development or redevelopment shall be removed and the verge, kerbing and footpath (where relevant) shall be reinstated prior to occupation of the new development or strata-titling of the properties, whichever occurs first, to the satisfaction of the Manager Urban Planning.

Advice to Applicant:

- 1.15 The applicant/owner should refer to the Requirements of Other Council Business Units, enclosed with this Planning 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 Planning 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.
- 1.16 A separate planning application is required for any fence forward of the building line. Any fencing forward of the building line is to comply as follows:
 - i. where the overall fence height is greater than 1.2 metres, the fencing is to be open style above a height of 600mm above natural ground level; or
 - ii. not exceed an overall fence height of 1.2 metres above natural ground level.
- 1.17 Fencing on side boundaries forward of the building line is not to exceed a height of 1.2 metres and may be constructed of brick, limestone, pickets, wrought iron, colorbond or fibro cement sheeting, with Council approval.
- 1.18 All fencing to be provided in accordance with the Dividing Fences Act and all boundary fencing behind the front building line to be a minimum of 1.8 metres and a maximum of 2.4 metres in height (or such other height agreed to in writing by the relevant adjoining land owners) at any point along the boundary, measured from the highest retained ground level.
- 1.19 The existing boundary fencing should not be removed, until such time as the required new fencing is to be erected.

- 1.20 Any letterbox, structure, wall or fence located within a 1.5 metre x 1.5 metre visual truncation at the intersection of any driveway and the front property boundary, is not to exceed a height of 750mm with the exception of:**
- i. one brick pier (maximum dimensions 350mm by 350mm); and/or**
 - ii. wrought iron or similar metal tubing style infill fencing.**
- 1.21 The owner or occupier is required to display the street number allocated to the property in a prominent location clearly visible from the street and/or right-of-way that the building faces.**
- 1.22 The planning 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.**
- 1.23 Any modifications to the approved drawings forming part of this planning approval may require the submission of an application for modification to planning approval and reassessment of the proposal.**
- 1.24 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.**
- 2. Those persons who lodged a submission regarding the application be advised of Council's decision.**



11.4 106 (Lot 10) Burswood Road, Burswood – Office Building

File Reference:	BURS106
Appendices:	No
Landowner:	Builton Group Pty Ltd
Applicant:	Builton Group Pty Ltd
Application Date:	6 September 2013
DA/BA or WAPC Ref:	5.2013.439.1
MRS Zoning:	Urban
TPS Zoning:	Office/Residential
TPS Precinct:	Precinct P3 'Causeway Precinct'
Use Class:	Office
Use Permissibility:	'P' use

Date:	29 October 2013
Reporting Officer:	I. Ahmad
Responsible Officer:	L. Parker
Voting Requirement:	Absolute Majority

Executive Summary:

Recommendation – Approval subject to conditions

- Application for a three (3) storey Office building.
- Non-compliant with the provisions of Town of Victoria Park Town Planning Scheme No. 1 in relation to plot ratio and building height.
- Consultation with surrounding property owners and occupiers in accordance with Council Policy GEN3 'Community Consultation' for 14 days. No submissions were received.
- Considered that the form, quality and appearance of the proposed development is consistent with the desired character of the area outlined in Precinct Plan P3 'Causeway Precinct' and will result in a significant and high quality streetscape outcome.

TABLED ITEMS:

- Development application form dated 6 September 2013;
- Applicant's correspondence dated 6 September 2013;
- Perspective drawings and landscaping plans dated received 6 September 2013;
- Amended plans and elevations dated received 11 October 2013;
- Consultation with adjoining owners & occupiers dated 14 October 2013;
- Notes of the Sub Group of the Design Review Committee meeting dated 11 July 2013; and
- Photograph of the subject property.

BACKGROUND:

On 11 December 2007, a development application for a three storey Office building on the subject site was approved by the Council. This approval has since lapsed.

On 11 July 2013, the applicant submitted preliminary concept plans for a three storey Office building on the subject site which were discussed at a Design Review Committee meeting.

On 10 September 2013, an application for a retrospective approval for 'Unlisted Use' (Car Park) was approved by the Council on the subject site. The use of the site as a car park is valid for a period of twelve months only from the date of the approval.

DETAILS:

Council has received a planning application for an Office building on the above-mentioned property which is located at the corner of Burswood Road and Benporath Street. The site currently accommodates a temporary car parking area for staff and clients of Bilton Group Pty Ltd which is operating at 90 Burswood Road, corner of Burswood Road and Teddington Road.

The application proposes the construction of a three storey building which consists of an office frontage at street level facing Burswood Road. The proposed design concept of the building is very similar to the previous Office development that was approved in 2007.

Aside from the Office which has a net floor area of 75m², bin storage, plant rooms and secured car parking areas are located at ground level. A total of 20 on-site car parking bays (including a disabled car bay) have been provided with vehicular access taken from Benporath Street. The development also features a lift and two staircases secured at ground level for the access of occupants to the first, second and roof deck levels of the building.

Each of the first and second floors of the building comprises 350m² of net Office floor area and generous staff amenity area such as a gymnasium/ recreational area, kitchen and balcony. The roof deck level is utilised as an outdoor recreational area which includes features such as shade structures, seating area and soft landscaping to create an attractive and functional open space area.

In addition, the proposed development also incorporates an architectural feature affixed to the western façade of the building (facing Burswood Road) which projects into the road reserve. Given the size and scale of the architectural element, prior consent from Department of Lands is required. The Department of Lands has confirmed (via email dated 16 September 2013) that it has no objection to the proposed structure encroaching over the road reserve.

Preliminary plans of the building were discussed at a meeting of a Sub-Group of the Design Review Committee held on 11 July 2013 in order to obtain feedback from Council Officers and Council's Design Review Committee (DRC) members. Council Officers and DRC members are of the view that the overall design of the building is excellent and that the proposal provides an appropriate level of amenity for prospective occupiers and surrounding properties.

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 36 of the Scheme Text;
- Clause 38 of the Scheme Text;
- Policy 5.1 'Parking & Access Policy' of the Policy Manual;
- Policy 4.14 'Development Standards for Causeway Precinct'
- Statement of Intent contained in Precinct Plan P3 'Causeway Precinct'

Compliance with Development Requirements

- TPS 1 Scheme Text, Policy Manual and Precinct Plan

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

Item	Requirement	Proposed	Compliance
Land Use	Mandatory office/commercial frontage at street level.	Office frontage at street level facing Burswood Road	Compliant
Plot ratio	1 (741m ²) Commercial and retail floor space at ground level on Burswood Road frontage is not included within plot ratio.	1.10 (816m ²) Note: Lobbies and circulation spaces are included as they are not common to two or more tenancies.	Non-Compliant (refer to the Comment section below)
Building Height	Minimum 2 storey (minimum 7.5m) and maximum 3 storey (maximum 11.25m) to Teddington and Burswood Road frontages, reducing to 2 storeys within 8m of the rear or side boundary of a residential zoned lot.	3 storeys (13.85m)	Non-Compliant (refer to the Comment section below)

Access	<ul style="list-style-type: none"> · No vehicle access off Burswood Road unless no alternative available. · All car parking screened from street view. 	<ul style="list-style-type: none"> · Vehicular access via Benporath Street. · All car parking screened from street view. 	Compliant.
Car Parking Office: 1 bay for every 40m ² of net floor area.	Based on net floor area of 775m ² , 19 on-site car bays are required.	20 car bays provided	Compliant.

Submissions:Community Consultation:

As there are several variations proposed to the requirements of the Town of Victoria Park Town Planning Scheme No. 1, the proposal was the subject of consultation for a 14 day period in accordance with Council Policy GEN3 "Community Consultation". This included letters to the owners and occupiers of adjoining properties that may be affected by the development. The consultation period commenced on 15 October 2013 and closed on 28 October 2013. No submission were received during the consultation period.

Sustainability Assessment:External Economic Implications:

No impact.

Cultural Issues:

No impact.

Environmental Issues:

No impact.

COMMENT:

The proposal is broadly consistent with the requirements of the Town Planning Scheme No.1 with the exception of the variations as outlined above. The proposed variations are considered in turn as follows:

Plot Ratio

Under the provisions of the Town Planning Scheme No. 1, a maximum plot ratio of 1.0 (741m²) is permitted. The development proposes a plot ratio of 1.1 (816m²), which equates to 75m² of excess floor area.

It is acknowledged that in recent years, Council's Urban Planning Business Unit and the Design Review Committee have typically been supportive of plot ratio variations of up to 1.1 (or 10%) where an application demonstrates a high quality of design and provides an excellent level of amenity for both prospective occupants and surrounding properties.

For this application, the proposed plot ratio variation is deemed to be acceptable given the design merit of the proposed building. The building façade is articulated by a series of projections, architectural elements and the extensive use of glazing to create visual interest to the building form. The vertical architectural feature, which extends from the first floor to the roof of the building on the Burswood Road building elevation, provides a strong entry statement to the building and weather protection for the public and occupants of the building.

Soft landscaping which includes a vertical 'green wall' landscaping on the Benporath Street building elevation has been introduced to complement the appearance of the building and contributes positively to the streetscape. In addition to the staff amenity areas on the first and second floor such as gymnasium and balconies, a staff outdoor recreation area which is located on the roof deck has also been incorporated as part of the development in the interest of providing a high standard of amenity to prospective occupants. In view of the above, the plot ratio variation is considered acceptable in this instance.

Building Height

As per the Town Planning Scheme No. 1, a building is permitted to have a maximum building height of three storeys or 11.25m measured from the natural ground level. The proposal, however, is for a three storey building at a height of 13.85m above the natural ground level.

The overheight portion of the building is only confined to the architectural element, the lift plant and utility/services room which do not exceed 3.0m in height and represent no more than 25 percent of the roof area. In addition, the lift plant and the utility rooms are effectively screened from view from streets via batten screens.

As mentioned previously in the report, the proponent has undertaken to reduce the perceived impact of building bulk by incorporating building articulation devices. Coupled with the fact that the lift plant and utility/services room are substantially setback from the streets, the overheight building component will not have any adverse impact on the visual amenity of the streetscape and adjoining properties in regards to solar access and building bulk. In this regard, the proposed building height variation can be supported.

Health Requirement

In order to comply with the relevant health requirement, the access/opening to the ground floor disabled toilet is to be re-configured such that the access is not directly facing the staff tea preparation area of the ground floor premises. In this regard, a condition of planning approval will be imposed to this effect.

Town Planning Scheme No. 1 - Clause 38

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 38(3) of the Scheme if approval were to be granted.

Based on the form, quality and appearance of the development, the proposed development will result in a significant, and high quality streetscape outcome which would accord with the orderly and proper planning of the locality, as outlined in Precinct Plan P3 'Causeway Precinct'. The development is of a high standard providing an appropriate and highly articulated frontage to the streets and will serve as a positive example for the future redevelopment of sites within the Precinct.

CONCLUSION:

In view of the above, the proposed building is considered to be of an acceptable quality that would accord with the form, quality and appearance of development envisaged for the subject site, as outlined for the Causeway Precinct. The proposed building has been designed in such a way that it will provide an acceptable level of amenity for prospective occupants whilst creating an appropriate relationship with surrounding buildings and the streetscape. The items of non-compliance will not adversely affect the occupants of the development, the owners/occupiers of adjoining properties or the future development of the locality. In view of the above, it is recommended that the application be Approved by an Absolute Majority subject to conditions.

RECOMMENDATION/S:

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 Bilton Group Pty Ltd (DA Ref: 5.2013.439.1) for Office Building at 106 Burswood Road, Burswood as indicated on the amended plans dated received 11 October 2013 be Approved by an Absolute Majority subject to the following conditions:

1. **In order to confirm compliance with this planning approval and all relevant Council requirements, approval is to be obtained from the following Council Business Units prior to the submission of a certified application for a building permit:**
 - **Urban Planning;**
 - **Street Life;**
 - **Park Life;**
 - **Environmental Health;****Failure to do so may result in refusal of the application for a building permit (refer related Advice Note).**
2. **This approval is valid for a period of twenty four months only. If development is not substantially commenced within this period, a fresh approval must be obtained before commencing or continuing the development.**
3. **Pursuant to Section 144 of the Land Administration Act 1997, easement(s) are to be placed on the Certificate of Title of the subject lot for the encroachment of the architectural element into the Burswood Road road reserve, prior to the occupation of the new development.**

4. **Prior to the submission of an application for a building permit, full details of all external materials, finishes and colours proposed to all elevations of the development shall be submitted to and approved in writing by the Manager Urban Planning in consultation with the Council's Design Review Committee, with the building being finished and thereafter maintained in accordance with the approved details.**
5. **Prior to the submission of an application for a building permit, full details of finishes and treatment of boundary walls to be provided to the satisfaction of the Manager Urban Planning. Any exposed portions of boundary wall which will be visible from adjoining properties or public places shall be articulated to the satisfaction of the Manager Urban Planning.**
6. **The access/opening to the ground floor disabled toilet to be re-configured such that the access is not directly facing the tea preparation area of the ground floor premises. Details of the required modification to be reflected on the plans to be submitted in accordance with Condition No. 1 and/or submitted for an application for a building permit to the satisfaction of the Manager Urban Planning**
7. **Any letterbox, structure, wall or fence located within a 1.5 metre x 1.5 metre visual truncation at the intersection of any driveway and the street property boundary, is not to exceed a height of 750mm with the exception of:**
 - i. **one brick pier (maximum dimensions 350mm by 350mm); and**
 - ii. **wrought iron or similar metal tubing style infill fencing.****Details of the required modification to the walls to be reflected on the plans to be submitted in accordance with Condition No. 1 and/or submitted for an application for a building permit to the satisfaction of the Manager Urban Planning**
8. **All landscaping is to be completed prior to occupancy and thereafter maintained to the satisfaction of the Manager Urban Planning.**
9. **Existing crossovers that are not used as part of the development or redevelopment shall be removed and the verge, kerbing and footpath (where relevant) shall be reinstated prior to occupation of the new development or strata-titling of the property, whichever occurs first, to the satisfaction of the Manager Urban Planning.**
10. **A minimum of 19 car parking bays to be provided on site for the exclusive use of staff and visitors. These bays shall be marked accordingly.**
11. **External fixtures, including but not restricted to airconditioning units, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be must be adequately screened from view from any public place, to the satisfaction of the Town's Manager Urban Planning.**

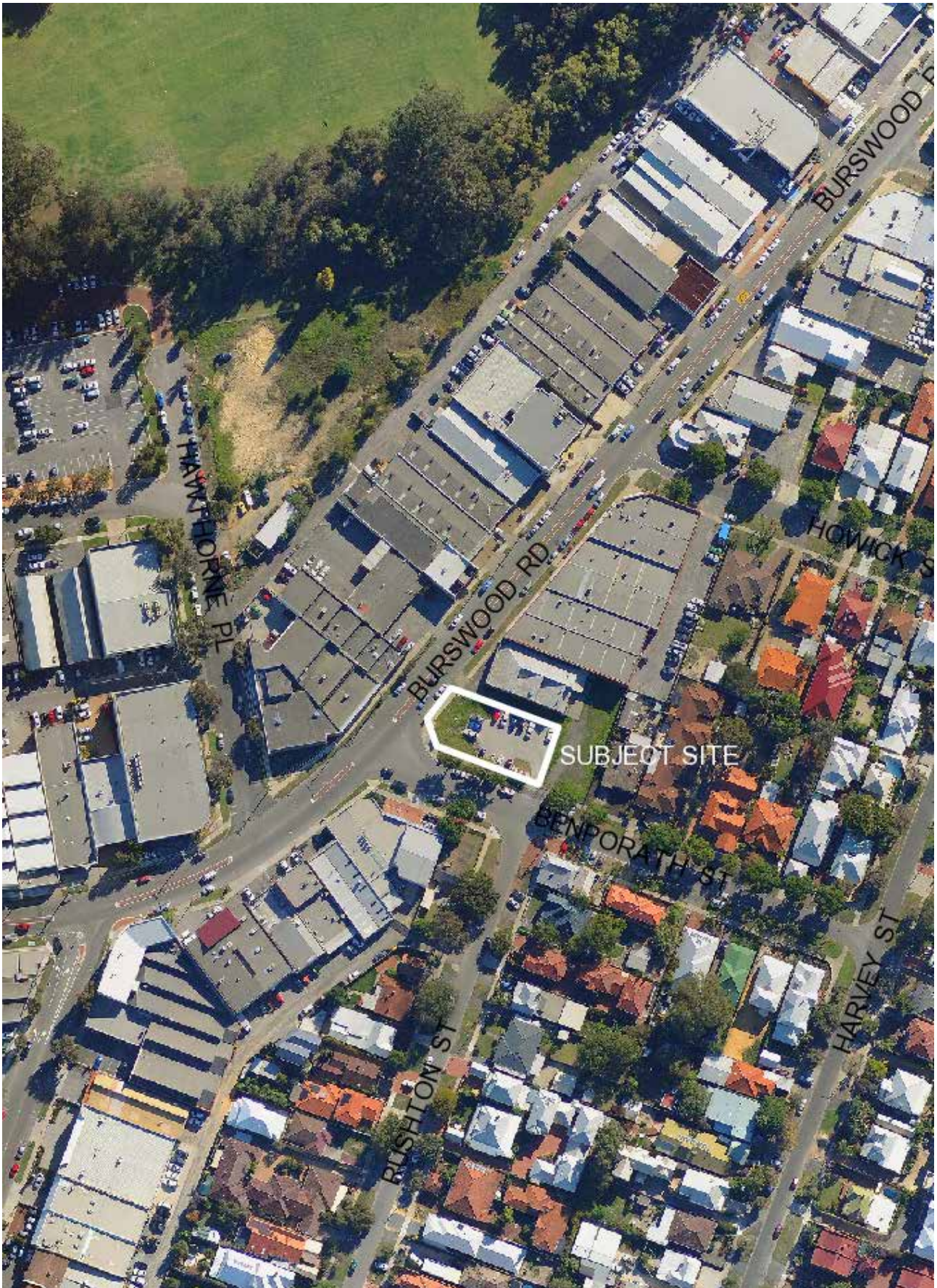
12. **An acid sulfate soils self-assessment form and, if required as a result of the self-assessment, an acid sulfate soils report and an acid sulfate soils management plan shall be submitted to and approved by the Department of Environment Regulation before the development is commenced. Where an acid sulfate soils management plan is required to be submitted, all development shall be carried out in accordance with the approved management plan.**

Advice to Applicant:

13. **The applicant/owner should refer to the Requirements of Other Council Business Units, enclosed with this Planning 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 Planning 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.**
14. **In relation to Condition No 1.3 above, the applicant is to liaise with the Department of Lands in the preparation and lodgement of the easement document.**
15. **This approval is for the use of the building as an Office only. Any alternative use of the premises will require the submission of an application to Council for a change of use.**
16. **The gymnasium facility is approved as an amenity for the occupants of the approved 'Office' of the subject development only and is not permitted to operate or be used as a separate commercial use(s) or be made available to the general public.**
17. **All fencing to be provided in accordance with the Dividing Fences Act and all boundary fencing behind the front building line to be a minimum of 1.8 metres and a maximum of 2.4 metres in height (or such other height agreed to in writing by the relevant adjoining land owners) at any point along the boundary, measured from the highest retained ground level.**
18. **The existing boundary fencing should not be removed, until such time as the required new fencing is to be erected.**
19. **All car parking bays to be lined-marked and designed in accordance with AS2890.1 and AS2890.6.**
20. **The owner or occupier is required to display the street number allocated to the property in a prominent location clearly visible from the street and/or right-of-way that the building faces.**
21. **All building works to be carried out under this planning approval are required to be contained within the boundaries of the subject lot.**

22. **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.**
23. **Any modifications to the approved drawings forming part of this planning approval may require the submission of an application for modification to planning approval and reassessment of the proposal.**
24. **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.**

(Absolute Majority Required)



11.5 3 (Lot 4) Archer Street, Carlisle – Grouped Dwelling to Rear of Existing Dwelling and Additions and Alterations to Existing Dwelling

File Reference:	ARCH3
Appendices:	No
Landowner:	R & G Temby
Applicant:	Summit Projects
Application Date:	26 July 2013
DA/BA or WAPC Ref:	5.2013.344.1
MRS Zoning:	Urban
TPS Zoning:	Residential R30
TPS Precinct:	Precinct P8 'Carlisle'
Use Class:	Grouped Dwellings
Use Permissibility:	'P' use

Date:	29 October 2013
Reporting Officer:	I. Ahmad
Responsible Officer:	L. Parker
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Approval subject to conditions

- Application for a Grouped Dwelling at rear of Existing Dwelling and Additions and Alterations to Existing Dwelling.
- Non-compliant with the Residential Design Codes with regard to boundary setback and fill requirements.
- Consultation with surrounding property owners and occupiers in accordance with Council Policy GEN3 'Community Consultation'. One objection was received.
- It is considered that the boundary setback and fill variations satisfy the relevant Performance Criteria of the Residential Design Codes and therefore can be supported.

TABLED ITEMS:

- Development application form dated received 26 July 2013;
- Amended plans and elevations dated 25 September 2013;
- Consultation with adjoining owners & occupiers dated 10 October 2013;
- Objection from adjoining property owner dated 11 October 2013; and
- Photographs of subject lot.

DETAILS:

Council has received a development application for a single storey dwelling at the rear of an existing weatherboard dwelling. In addition, this application also involves additions and alterations to the existing dwelling.

The subject property has a total area of 613m². It is intended to subdivide the subject land into two new survey strata lots with the front lot having an area of 262.79m² and the rear lot of 272.31m². A common property lot of 77.6m² is proposed to provide vehicular access to the rear lot. This is considered acceptable as per the R30 development standards of the R-Codes.

The proposed dwelling has been designed to make effective use of space to enhance the internal amenity of the future occupants by having portions of the building being built up to the north-western and south-eastern property boundaries.

Proposed works to the existing dwelling includes installation of two car parking bays, store room and truncating the timber porch decking in order to accommodate sufficient manoeuvring/reversing area for vehicles of the proposed front lot to enter Archer Street in a forward gear. Archer Street is identified as a District Distributor Road under the Perth Metropolitan Area Functional Road Hierarchy and therefore, vehicles are required to enter the street in a forward gear as per the Residential Design Codes (R-Codes) provisions.

Legal Compliance:

Relevant General Provisions of Town Planning Scheme No. 1

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

- Clause 36 of the Scheme Text; and
- Statement of Intent contained in Precinct Plan P8 'Carlisle Precinct'.

Compliance with Development Requirements

- TPS 1 Scheme Text, Policy Manual and Precinct Plan;
- Residential Design Codes (R Codes);
- Local Planning Policy – Streetscape (LPPS); and
- Local Planning Policy – Boundary Walls.

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

Item	Requirement	Proposed	Compliance
Boundary Setback (Clause 5.1.3 of R-Codes)	Bedroom 2 & WC wall to north-western boundary – 1.5m minimum	1.2m minimum	Non-Compliant (refer to Comments section below)
Boundary Walls (Council's Local Planning Policy – Boundary Walls)	<ul style="list-style-type: none"> · 3.5m maximum height · 3.0m average height · Maximum permitted length being (a) 2/3 the length of the boundary or (b) 9.0m whichever is the greater – 11.9m maximum 	<p><u>North-western boundary</u></p> <p>Bedroom 1 Ensuite /WIR wall & Bed3/Bath/Laundry wall:</p> <ul style="list-style-type: none"> · 3.26m maximum height · 3.0m average height · Aggregate length of 10.7m 	Compliant

		<u>South-eastern boundary</u> Garage: <ul style="list-style-type: none"> · 2.83m maximum height · 2.76m average height · 8.3m in length 	
Site Works –Fill (Clause 5.3.7 of R-Codes)	Fill within 1.0m of a common boundary shall not exceed 0.50m from the natural ground level.	0.61m maximum on the north-western property boundary.	Non-Compliant (refer to Comments section below)
Open Space (Clause 5.1.4 of R-Codes)	Lot 1: 45% (137m ²) minimum Lot 2: 45% (140m ²) minimum	Lot 1: 59% (178m ²) minimum Lot 2: 47% (146m ²) Minimum	Compliant
Vehicular Access (Clause 5.3.5 of R-Codes)	Driveways designed to allow for vehicles to enter the street in a forward gear where the street to which it connects is designated as a primary distributor or integrator arterial road.	Lot 1: Sufficient manoeuvring/reversing area provided to allow vehicles to reverse and enter the street in forward gear. Lot 2: Reversing bay provided within the lot.	Compliant

Submissions:Community Consultation:

The proposal was the subject of consultation in accordance with Council Policy GEN3 'Community Consultation'. This required notices to be mailed to owners and occupiers of adjoining lots that may be affected by the development. The consultation period was initially commenced on 28 August 2013 and closed on 11 September 2013. However, as additional information was requested by the owner of the adjoining property at 1 Archer Street that required confirmation from the applicant, the consultation period was extended to 10 October 2013.

Over the comment period, one objection was received as summarised and considered by Council's Urban Planning Business Unit in the below table, and is also included in full as a Tabled Item to this report.

CONSULTATION SUBMISSIONS	
<i>Submission from owner/occupants of No.1 Archer Street, Carlisle</i>	
Comments Received	Officer's Comments
<ul style="list-style-type: none"> · The proposed Bedroom 2 wall abuts the rear outdoor living area of the adjoining property. Potential noise generated from Bedroom 2 will affect the adjoining occupants' enjoyment of the rear outdoor living area. · Proposed boundary walls on the north-western property boundary will result in the removal of the existing dividing fence in which the objector has not agreed to. 	<ul style="list-style-type: none"> · Not supported. The proposed variation will only be assessed against the relevant Performance Criteria of the Residential Design Codes. The implication of potential noise from the Bedroom 2 onto the adjoining property is not a relevant planning consideration (and is not considered to be likely outcome in any case). The location of the bedroom adjacent to the neighbour's outdoor living area is not considered to have any significant impact upon their enjoyment of the outdoor living area and is considered acceptable. · Not supported. Application complies with Council's Local Planning Policy – Boundary Walls and is therefore permitted. Removal of dividing fence is a civil matter to be agreed to between the owners of the subject properties and is not a relevant planning consideration.

Sustainability Assessment:External Economic Implications:

No impact.

Cultural Issues:

No impact.

Environmental Issues:

No impact.

COMMENT:

The proposal is broadly consistent with the requirements of Council's Local Planning Policy – Streetscape and the Residential Design Codes with the exception of the variations as outlined above. The proposed variations are considered as follows:

Boundary Setback

An assessment of the plans reveals that the reduced setback of the Bedroom 2 wall to the north-western property boundary will not have any adverse impact on the amenity of the north-western adjoining property in terms of solar access, building bulk and visual privacy.

Given the orientation of the lot, the non-compliance will not unduly restrict direct sun and ventilation into the north-western adjoining property or its appurtenant outdoor living areas.

In relation to building bulk, the proposed boundary walls on the north-western boundary comply with the relevant provision of the Council's Local Planning Policy – Boundary Walls in terms of height and length. The stepping of Bedroom 2 wall from the north-western boundary will effectively break up the bulk and scale of the boundary walls and provide visual relief to the building mass.

It is noted on the elevation plans that the Bedroom 2 wall features a 'highlight' window. In order to improve the amenity of the future occupiers of the proposed building, opportunity exists to incorporate a traditional window in lieu of the 'highlight' window. This will help to enhance natural ventilation and solar access into the bedroom. A traditional window on the subject wall will not result in any overlooking given that the finished floor level of the Bedroom 2 is not raised more than 0.5m above the natural ground level and that a 1.80m high dividing fence will be proposed on the portion of the north-western common property, adjacent to the subject wall. Accordingly, an advice note has been recommended for the applicant to consider incorporating a traditional window on the Bedroom 2 wall.

In view of the above, it is considered that the proposed boundary setback variation satisfies the relevant Performance Criteria of the Residential Design Codes and thus can be supported.

Site Works – Fill

Based on the submitted survey plan, the natural ground levels on the south-eastern boundary appear to be substantially higher than the north-western boundary. In order to create a consistent finished ground level throughout the lot, the proposal features cutting and filling within the subject lot. However, the proposed fill on the north-western property boundary (along the Bedroom 1 boundary wall) exceeds 500mm above the natural ground level. This constitutes a variation to the deemed to comply provisions of the R-Codes.

Notwithstanding this, given that the fill of 0.61m maximum is contained only within a minor portion of the north-western boundary and that the Bedroom 1 boundary wall (including a brick build up) complies with the height requirements stipulated in the Council's Local Planning Policy – Boundary Walls, the variation will not have any adverse impact on the visual impression of the natural level and therefore satisfies the relevant Performance Criteria of the R-Codes. The proposed filling is only 0.11m higher than is otherwise permitted as of right, which is considered to have negligible additional impact to that of a fully compliant fill height of 0.5m.

CONCLUSION:

In regards to the matters raised above, the proposed building has been designed in such a way that it will provide an acceptable level of amenity for prospective occupants whilst creating an appropriate relationship with surrounding buildings and the streetscape. The proposed variations are deemed to be acceptable as they satisfy the relevant Performance Criteria of the R-Codes and are of a minor scale, and are not considered to result in any significant adverse impact on adjoining properties. In view of the above, it is recommended that the application be Approved subject to conditions.

RECOMMENDATION/S:

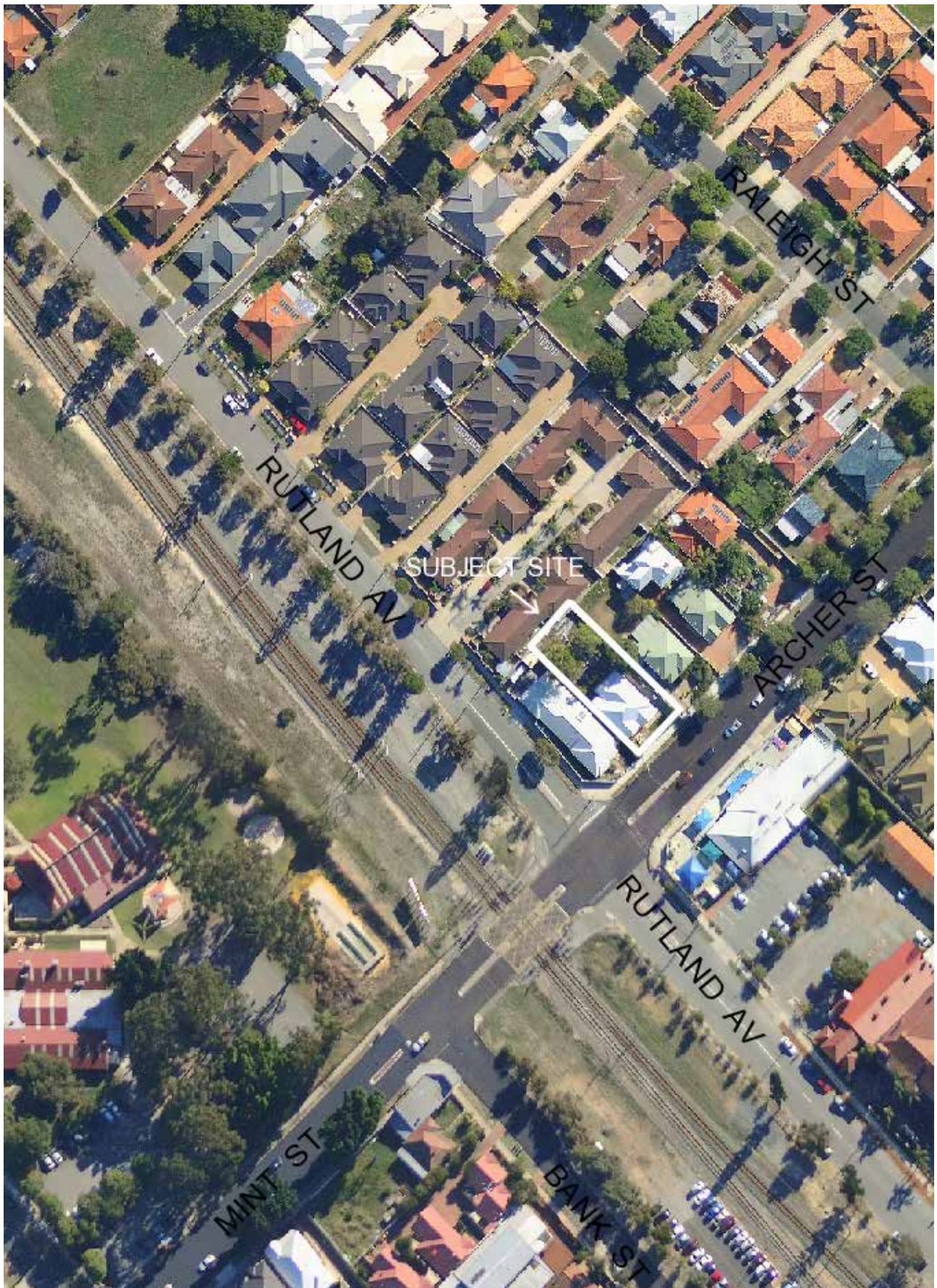
- 1. In accordance with the provisions of the Town of Victoria Park Town Planning Scheme No. 1 and the Metropolitan Region Scheme the application submitted by Summit Projects on behalf of R & G Temby for Grouped Dwelling at rear of Existing Dwelling and Additions and Alterations to Existing Dwelling at 3 (Lot 4) Archer Street, Carlisle as indicated on the amended plans dated received 25 September 2013 be Approved subject to the following conditions:**
 - 1.1 In order to confirm compliance with this planning approval and all relevant Council requirements, approval is to be obtained from the following Council Business Units prior to the submission of a certified application for a building permit:
 - . Urban Planning;**
 - . Street Life;**Failure to do so may result in refusal of the application for a building permit (refer related Advice Note).**
 - 1.2 External colours, finishes and materials to be used in the construction of the building are to be in accordance with the colour schedule date stamped approved 12 November 2013 attached with the approved plans, unless otherwise approved in writing by the Manager Urban Planning.**
 - 1.3 All landscaping is to be completed prior to occupancy and thereafter maintained to the satisfaction of the Manager Urban Planning.**
 - 1.4 With the exception of the proposed car bays and associated driveway, the remainder of the front setback area of the front unit to be softly landscaped. Landscaping is to be completed prior to occupation of the building(s) or strata titling whichever occurs first and subsequently maintained to the satisfaction of the Manager Urban Planning.**
 - 1.5 All driveways and car parking bays to be constructed of brick paving, liquid limestone, exposed aggregate or any alternative material approved by the Manager Urban Planning.**
 - 1.6 The existing vehicle crossover is to be upgraded to the Town's specifications. Any redundant portions of the existing vehicle crossover(s) to be removed and the kerbing, verge, and footpath (where relevant) reinstated with grass or landscaping to the satisfaction of the Manager Urban Planning.**
 - 1.7 The outdoor living area, store and car parking bay(s) for the existing dwelling, as indicated on the approved plans, being provided/constructed prior to the occupation of the proposed new dwelling(s) or strata titling/subdivision of the lot, whichever occurs first.**
 - 1.8 The alteration to the decking of the existing dwelling as indicated on the approved plans, being completed prior to the occupation of the proposed new dwelling(s) or strata titling/subdivision of the lot, whichever occurs first to the satisfaction of the Manager Urban Planning.**

- 1.9 External fixtures, including but not restricted to airconditioning units, satellite dishes and non-standard television aerials, but excluding solar collectors, are to be located such that they are not visible from the primary street, secondary street or right-of-way.
- 1.10 A zero lot gutter to be provided for the boundary walls adjoining the common boundaries with Nos. 1 and 5 Archer Street, Carlisle.
- 1.11 The surface of the boundary walls on the common boundaries with Nos. 1 and 5 Archer Street to be the same finish as the approved external wall finish for the remainder of the dwelling, unless otherwise approved.
- 1.12 External clothes drying facilities shall be provided for each dwelling and shall be screened from view from the street or any other public place.
- 1.13 This approval is valid for a period of twenty four months only. If development is not commenced within this period, a fresh approval must be obtained before commencing or continuing the development.

Advice to Applicant:

- 1.14 The applicant/owner should refer to the Requirements of Other Council Business Units, enclosed with this Planning 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 Planning 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.
- 1.15 The applicant is encouraged to incorporate a traditional window in lieu of a 'highlight' window on the north-western wall of Bedroom 2 of the proposed dwelling, to improve the amenity of the future occupant(s) of the bedroom. Further planning approval will not be required for this change provided it is illustrated on the plans submitted for a building permit for the new dwelling.
- 1.16 All building works to be carried out under this planning approval are required to be contained within the boundaries of the subject lot.
- 1.17 A separate planning application is required for any fence forward of the building line. Any fencing forward of the building line is to comply as follows:
 - i. where the overall fence height is greater than 1.2 metres, the fencing is to be open style above a height of 600mm above natural ground level; or
 - ii. not exceed an overall fence height of 1.2 metres above natural ground level.

- 1.18 Fencing on side boundaries forward of the building line is not to exceed a height of 1.2 metres and may be constructed of brick, limestone, pickets, wrought iron, colorbond or fibro cement sheeting, with Council approval.**
- 1.19 All fencing to be provided in accordance with the Dividing Fences Act and all boundary fencing behind the front building line to be a minimum of 1.8 metres and a maximum of 2.4 metres in height (or such other height agreed to in writing by the relevant adjoining land owners) at any point along the boundary, measured from the highest retained ground level.**
- 1.20 The existing boundary fencing should not be removed, until such time as the required new fencing is to be erected.**
- 1.21 Any letterbox, structure, wall or fence located within a 1.5 metre x 1.5 metre visual truncation at the intersection of any driveway and the street property boundary, is not to exceed a height of 750mm with the exception of:**
- i. one brick pier (maximum dimensions 350mm by 350mm);**
 - ii. wrought iron or similar metal tubing style infill fencing**
- 1.22 This approval does not include approval of any alterations or additions to the existing dwelling (including any façade upgrading works or re-roofing) except as otherwise detailed on the attached approved plans or as authorised by the conditions of this approval. Any additions or alterations to the existing dwelling other than those authorised by this approval will require an application for planning approval to first be submitted to and approved by the Council.**
- 1.23 The owner or occupier is required to display the street number allocated to the property in a prominent location clearly visible from the street and/or right-of-way that the building faces.**
- 1.24 Any modifications to the approved drawings forming part of this planning approval may require the submission of an application for modification to planning approval and reassessment of the proposal.**
- 1.25 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.**
- 2. Those persons who lodged the submission regarding the application be advised of Council's decision.**



11.6 Charles Paterson Park (Reserve 27743, Lot 11559 Great Eastern Highway) – Construction of Temporary Car Park Associated with Approved Redevelopment of 43-47 Burswood Road, Burswood

File Reference:	BURS43-47; RES
Appendices:	No
Landowner:	Crown Land (State of WA)
Applicant:	Doepel Marsh Architects
Application Date:	22 October 2013
DA/BA or WAPC Ref:	5.2013.551.1
MRS Zoning:	Reserved for 'Parks and Recreation'
TPS Zoning:	N/A
TPS Precinct:	Precinct P3 'Causeway Precinct'

Date:	30 October 2013
Reporting Officer:	L. Parker
Responsible Officer:	R. Lavery
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Council consent to the application for planning approval for construction of a temporary car park associated with the redevelopment of 43-47 Burswood Road, Burswood.

- Application for construction of a 20 bay car park within Charles Paterson Park, adjacent to 43-47 Burswood Road, and the existing public car park at the end of Burswood Road.
- The temporary car park is proposed to alleviate staff car parking demand for the existing office tenants at 43-47 Burswood Road, during construction of the approved redevelopment of the site, which involves construction of an 18 storey residential tower, offices and restaurant, and retention of the existing three storey office building on the site.
- The redevelopment of 43-47 Burswood Road was approved by the Metro Central Joint Development Assessment Panel at its meeting held on 29 August 2013.
- The proposed temporary car park is similar to that considered by the Council as part of its October 2010 approval of a prior similar application for the redevelopment of 43-47 Burswood Road, which has now lapsed.
- Construction of the temporary car park is proposed to occur at the same time as the approved expansion of the adjacent public car park within the Burswood Road reserve by the applicant, to a permanent standard, and is to remain available for use by the general public at all times.
- The application (provided Council's consent is granted) will require determination by the Western Australian Planning Commission, as the development occurs on land reserved for 'Parks and Recreation' under the Metropolitan Region Scheme.

TABLED ITEMS:

- Development application form dated received 22 October 2013;
- Plans dated 22 October 2013;
- Applicant's covering letter accompanying the application dated received 22 October 2013;

- Minutes of the Metro Central Joint Development Assessment Panel Meeting held on 29 August 2013;
- Email correspondence from the Department of Planning dated:
- Email correspondence from the Department of Lands dated 21 August 2013;
- Photographs of the subject site; and
- Minutes of Council's Ordinary Meeting held on 19 October 2010.

BACKGROUND:

On 19 October 2010 the Council granted planning approval for the redevelopment of 43-47 Burswood Road, comprising a total of 118 residential units, being 82 multiple dwellings and 32 single bedroom dwellings, as well as five office tenancies and a restaurant. The development had a maximum height of 18 storeys. This development did not proceed and the approval has now lapsed. The application included details of a proposed temporary car park within Charles Paterson Park and the expansion of the Burswood Road public car park adjacent to the site. It was confirmed to the owner of 43-47 Burswood Road that the temporary car park required separate development approval from the Western Australian Planning Commission (WAPC).

On 29 Aug 2013 development approval was granted by the Metro Central Development Assessment Panel for the redevelopment of 43-47 Burswood Road. The approved development involves the retention of the existing two to four storey office building on the western portion of the site and its integration as part of a new four storey podium consisting of a restaurant, offices and car parking, with a 14 storey residential tower above, bringing the total building height to 18 storeys.

The application also includes the upgrade and extension of the Burswood Road public car parking area located at the western end of the road reserve along the southern boundary of the site, and also detailed the construction of a 20 bay temporary car parking area within Charles Paterson Park reserve. The upgraded car park within the road reserve area is intended to provide additional car parking to the visitors and users of the subject development, although they will be publicly accessible and available for the users of the surrounding area and parkland. The upgrade to the existing public car parking within the Burswood Road road reserve has received the support of the Town's Street Life Business Unit and does not require further planning approval to be obtained.

DETAILS:

Council has received a planning application for the construction of a 20 bay temporary car park within Charles Paterson Park, also known as Reserve 27743, Lot 11559 Great Eastern Highway. The subject site is Crown land, reserved for 'Parks and Recreation' under the Metropolitan Region Scheme (MRS), with the Town of Victoria Park being the Management Body vested with the care and management of the reserve. Accordingly, any application for development on the land is required to receive the consent of the Council, prior to determination by the WAPC.

The 20 bay temporary car park is proposed to serve as temporary car parking for the existing tenants of the office building on 43-47 Burswood Road, although the applicant has indicated their intention to seek for the bays to be a permanent installation in future. The proposed car park is located adjacent to the existing public car park within the road reserve, which is also to be expanded at the cost of the owner, as part of the approved

redevelopment of 43-47 Burswood Road. The portion of parkland on which the car park is proposed to be located has effectively been excised from the remainder of Charles Paterson Park by the recent installation of a shared bicycle path, and consists of a triangular shaped grassed area wedged between the shared bicycle path, the existing Burswood Road public car park and the office building at 43-47 Burswood Road, which is to be retained and refurbished as part of the approved redevelopment of that site.

Advice received from the Department of Planning has confirmed that the proposed car park within Charles Paterson Park, requires development approval under the MRS, regardless of whether it is of a temporary or permanent nature. In addition, advice from the Department of Lands, in their capacity as the state government agency responsible for Crown land in WA, has confirmed that it does not object to the construction of the car park, if determined appropriate by the Town, provided it remains publicly accessible and available to all users of the reserve, whether it is temporary or permanent.

COMMENT:

During the assessment of the recently approved redevelopment of 43-47 Burswood Road, advice was sought from Council's Future Life, Street Life and Health and Regulatory Services, with respect to the proposed car park within Charles Paterson Park, having regard to the appropriateness of its potential permanent installation and possible implications with respect to the planned measures and initiatives for the locality contained in the Town's Integrated Movement Network Strategy (IMNS). The advice provided to the Urban Planning Business Unit, confirmed that whilst it was appropriate to allow the temporary installation of the car parking during the construction of the redevelopment of the 43-47 Burswood Road to occur (subject to appropriate conditions and construction requirements), any consideration of the permanent installation of the bays should be the subject of a further planning application upon or near completion of the development, when Council would be in a suitable position to gauge the continued need for the car park, in view of the progress made at that time with respect to the initiatives contained within the IMNS. This was communicated to the applicant, resulting in submission of the subject application, at this stage seeking approval for the installation of the bays on a temporary basis.

The applicant has confirmed that the proposed car park is to be constructed to satisfy all relevant statutory requirements and Australian Standards, as is required for the permanent expansion of the public car parking area adjacent to the site contained within the road reserve. As such, the temporary car park, which is to be accessed from the expanded Burswood Road public car park, will appear for all intent and purposes to form part of the permanent public car park. The applicant has confirmed and acknowledged that the temporary car park will need to remain available for use by the general public at all times, and its construction to a permanent standard will allow for its simple approval as a permanent public car park, should the Council consider such approval to be appropriate following the completion of the approved redevelopment of 43-47 Burswood Road.

It should be noted that the subject report seeks consent from the Council, in its capacity as the Management Body responsible for consenting to any application for approval to commence development on the reserve. It will ultimately be the WAPC that will determine whether or not to approve the application although considerable regard will be given to the recommendation provided by the Town.

CONCLUSION:

Subject to the imposition of appropriate conditions ensuring public access, construction of the car park to the Town's specifications and its removal upon completion of construction of the approved redevelopment of 43-47 Burswood Road, it is considered that the proposed temporary car park will be acceptable and will not adversely impact the public or users of the parkland.

The car park will alleviate the additional demand created by the loss of on-site car parking bays whilst the construction of the approved redevelopment of 43-47 Burswood Road occurs, reducing the demand on existing public car parks and on-street car parking within the surrounding locality by staff and visitors to the site during the construction process.

In view of the above, it is recommended that the Council provide consent for the applicant to submit the planning application for construction of the proposed temporary car park and to delegate the CEO to sign the applicant's MRS Form 1 'Application for Approval to Commence Development' on behalf of the Council, to allow the development application to be forwarded to the WAPC for determination.

RECOMMENDATION/S:

That the Council consent to the application for approval to commence development submitted by Doepel Marsh Architects on 22 October 2013, for Construction of Temporary Car Park Associated with the Redevelopment of 43-47 Burswood Road, Burswood on Charles Paterson Park (Reserve 27743, Lot 11559 Great Eastern Highway) and to delegate the CEO to sign the applicant's MRS Form 1 'Application for Approval to Commence Development' on behalf of the Council, to allow the application to be forwarded to the Western Australian Planning Commission for determination.



11.7 Nomination of Elected Members for Development Assessment Panel

File Reference:	PLA0001
Appendices:	No

Date:	29 October 2013
Reporting Officer:	R. Cruickshank
Responsible Officer:	R. Cruickshank
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – That Council appoint Elected Members to fill the current vacancies on the Metropolitan Central Joint Development Assessment Panel.

- At the Ordinary Council Meeting on 12 February 2013, Council resolved to nominate Councillors Ashton and Bissett as the Town's two members on the Metropolitan Central Joint Development Assessment Panel (DAP), with Councillors Potter and Skinner as the two alternate members. These nominations were approved by the Minister for Planning.
- Councillor Bissett resigned from his position on the DAP on 5 August 2013 resulting in a vacancy, which to date has been covered by attendance of an alternate member at DAP meetings.
- As a result of the recent local government election, a further two vacancies now exist, as the positions of a member and an alternate member on the DAP held by former Councillors Ashton and Skinner, respectively, are now required to be filled.
- Councillor Potter remains the Town's only local government representative on the DAP in her current position as an alternate member.

TABLED ITEMS:

- Minutes of Ordinary Council Meeting dated 13 October 2009 and 12 February 2013;
- Planning Bulletin 106 'New legislative provisions for development assessment panels'; and
- *Planning and Development (Development Assessment Panels) Regulations 2011.*

BACKGROUND:

As part of the State Government's reforms to the planning system in Western Australia, the Government have established Development Assessment Panels (DAPs) to determine all applications for planning approval of a prescribed class and value. Notwithstanding that applications are still lodged with Council, processed by Council staff and including the preparation of reports, the power to determine applications over the prescribed value has been removed from local authorities and instead the DAP is the decision-maker on such applications.

Council resolved at the Ordinary Council Meeting on 12 February 2013 as follows :

“In accordance with regulation 24(1) of the Planning and Development (Development Assessment Panels) Regulations 2011, the Minister for Planning be advised that the Town of Victoria Park nominates Councillors Ashton and Bissett as the two DAP members and Councillors Skinner and Potter as the two alternate members.”

Councillor Bissett resigned from membership of the DAP on 5 August 2013 resulting in a vacant member position on the DAP. To date, this vacancy has been filled by the attendance of Council Potter in her position as an alternate member.

A further two vacancies on the DAP now exist, following the results of the recent local government election. The positions of a member and an alternate member, which were held by former Councillors Ashton and Skinner, respectively, are now required to be filled.

DETAILS:

Development Assessment Panels are panels comprising a mix of technical experts and local government representatives with the power to determine applications for planning approval of a prescribed class and value in place of the relevant decision-making authority (typically local governments). The WAPC suggest that they will improve the planning system by providing more transparency, consistency and reliability in decision-making on complex applications.

Fifteen Development Assessment Panels have been created which cover the entire State. A Local Development Assessment Panel has been created for developments within the City of Perth only, with all other Panels being Joint Development Assessment Panels which serve two or more local government areas. The Town is part of the Metropolitan Central Joint Development Assessment Panel covering the following local government areas:

- Bassendean;
- Bayswater;
- Belmont;
- Canning;
- Melville;
- South Perth;
- Victoria Park;

The Regulations provide that any development application that is not an excluded development (excluded development is typically a single house; less than 10 units; development by a local government; and minor structures) and over a prescribed value is to be determined by a Development Assessment Panel. There are three types of DAP applications:

1. Mandatory

These are applications which must be determined by a DAP and cannot be determined by a local government or the WAPC. The value threshold is \$7 million or more, other than in the case of the City of Perth where the threshold is \$15 million or more.

2. Opt-in

These are applications where the applicant may choose to have the application determined by a DAP, or by the local government or WAPC under the normal process. In order to be considered an “opt-in” application, the application must fit within a value threshold of between \$3 million and \$7 million, or between \$10 million and \$15 million in the City of Perth.

3. Delegated

These are applications where the local government or WAPC choose to delegate to a DAP for determination.

Each DAP comprises three specialist members and two local government members. The specialist members hold relevant qualifications and experience, including the presiding member who has planning qualifications and experience. The specialist members are appointed by the Minister for Planning. The two local government members are nominated by the local government authority and then appointed by the Minister. Two alternate local government members are also appointed to cover in the case of illness or absence. The specialist members sit on the DAP and determine all applications on the agenda within all relevant local government areas, whereas the local government members only sit on the panel for those applications located within their local government area.

Responsibilities of DAP members include:

- Review all documentation relating to relevant applications within the Town of Victoria Park, prior to the meeting.
- Determine DAP applications for development located within the Town of Victoria Park.
- Comply with the DAP Standing Orders.
- Comply with the DAP Code of Conduct.

All DAP members, including the local government members are paid fees, including a sitting fee of \$400 per meeting, reimbursement of travel costs, and a \$400 training fee.

DAPs meet on an as-need basis depending upon the number of applications received.

Further information on the meeting procedures, processes and code of conduct are contained within the Regulations and the WAPC’s Planning Bulletin.

The implementation of the DAPs does not negate the need for the Design Review Committee to be involved in design development and continue to provide advice and recommendations to Council on relevant applications. This is particularly important given that Council will have no decision making powers for such applications.

In terms of the processing of a DAP application by Council, Council has previously determined that the process will be:

- Normal assessment and community consultation process by staff.
- Design Review Committee review and recommendation.
- Officers prepare a report and recommendation directly to the DAP, with the application not being considered at a Council Meeting.

Legal Compliance:

The Planning and Development (Development Assessment Panels) Regulations 2011 deal with the functioning, processing and administration of DAPs.

Policy Implications:

Nil

Strategic Plan Implications:

Nil

Financial Implications:

Internal Budget:

Nil – sitting fees, travel costs and training fees for DAP members will be covered by the DAP application fee from applicants when they lodge their application.

Sustainability Assessment:

External Economic Implications:

None

Social Issues:

None

Cultural Issues:

None

Environmental Issues:

None

COMMENT:

While the vacancy that arose in August 2013 has been covered by an alternate member attending DAP meetings, it is now opportune that this vacancy, as well as the two vacancies arising as result of the recent local government election, are filled.

Additionally, as Councillor Potter currently remains the Town's only local government representative on the DAP, Councillor Potter may wish to consider nominating herself as a member, in which case a vacant position of an alternate member would instead need to be filled if Councillor Potter was appointed as a member of the DAP by the Council.

Therefore, subject to Councillor Potter (a) remaining in her current role as an alternate member or (b) nominating and successfully being appointed as a member of the DAP, the Council is required to either appoint one alternate member and two members, or one member and two alternate members, respectively. Regardless of the outcome, Councillor Potter will remain as a local government representative on the DAP. It is recommended that parts 1.1 and 1.2 of the below recommendation be moved separately to provide Councillor Potter the opportunity to be appointed as a member should she wish to take up one of the vacant member positions on the DAP, prior to Council filling the vacant alternate member position(s).

Representation on the Panel will provide the nominated members and alternate member(s) with the opportunity to be involved in the decision-making process for the more major applications for planning approval within the Town, represent the interests of both Council and the community, and professional development through decision-making and deliberations with the specialist members on the Panel.

RECOMMENDATION/S:

In accordance with regulation 24(1) of the Planning and Development (Development Assessment Panels) Regulations 2011, the Minister for Planning be advised that the Town of Victoria Park:

- 1. Nominates Councillors _____ and _____ to fill the vacant positions as members of the Metropolitan Central Joint Development Assessment Panel; and**
- 2. Nominates Councillor(s) _____ and _____ to fill the vacant position(s) as an alternate member(s) of the Metropolitan Central Joint Development Assessment Panel.**

12 RENEW LIFE PROGRAM REPORTS

12.1 Acceptance of Grant Funding – Perth Bicycle Network Local Government Grants Funding 2013/2014

File Reference:	TES0100
Appendices:	No

Date:	21 October 2013
Reporting Officer:	F Squadrito
Responsible Officer:	A Vuleta
Voting Requirement:	Simple Majority
Executive Summary:	
Recommendation- That Council accepts the Perth Bicycle Network (PBN) grant funding for the 2013/2014 financial year.	
<ul style="list-style-type: none"> · The Town submitted funding applications to Department of Transport in March 2013. · Recommended to accept funding from Department of Transport. 	

TABLED ITEMS:

- Letter received by the Town on 26 April 2013 from the Department of Transport notifying of Perth Bike Network (PBN) Local Government Grant success for two projects submitted by the Town.

BACKGROUND:

The PBN Local Government Grants Program is a State Government initiative administered through the Department of Transport (DOT) that provides funding assistance, typically on a dollar for dollar basis, to Local Government Authorities (LGA) for approved cycling projects.

Each LGA is asked to consider its works program for the subsequent year and determine whether there are cycling projects within that works program that could be eligible for grant assistance through the PBN grant scheme.

Projects that the DOT identified as potential grant recipients include the following:

- Outstanding projects identified in PBN local bicycle routes (missing shared links, paths along recreational routes, upgrading existing paths);
- On/off road bicycle lanes (particularly busier ones);
- End of trip facilities e.g. bike parking at public places;
- Bike plans; and
- Signage.

DETAILS:

In response to the Town's formal application for PBN funding submitted in March 2013, the Department of Transport has offered the Town of Victoria Park a total of \$125,824 of funding for the projects listed below:

New Paths

1. Bishopsgate Street Bicycle Lane from Rutland Avenue to Roberts Road (\$62,074)

This project provides a link between a "Designated PBN Route" (SE22) and a "Local Bicycle Friendly Street" under the Town of Victoria Park Local Bicycle Network.

Funding for this project has been provided to the Town to undertake detailed design and construction of on-street bicycle lanes. The proposed new 1.5m wide, red asphalt paths will provide a link between two "Local Bicycle Friendly Streets" in the Town Of Victoria Park Local Bicycle Network and improves the cycling conditions along this part of the network.

2. Kent Street on-road Bicycle lane from Berwick Street to Albany Highway (\$63,750)

Kent Street forms part of a key cycling route (SE16) the primary objective of this upgrade is to provide formal on-street bicycle lanes in both directions along Kent Street between Albany Highway and Berwick Street. This will complement existing cycle facilities in line with objectives set out in the Town's Integrated Movement Network Strategy.

Funding for this project has been provided to the Town to undertake detailed design and construction of on street bicycle lanes. The proposed new 1.5m wide, red asphalt paths will provide connectivity from South Perth to Victoria Park and vice-versa. The minor extension is anticipated to deliver the final stage of the original path design.

To accommodate the desired path alignment minor widening of the existing roadway will be required on the southern side of Kent Street from Albany Highway to the Victoria Park Bowling Club entrance to retain existing carparking facilities.

This project provides a link between a "Principal Shared Path" (SE22) and a "Local Bicycle Friendly Street" under the Town of Victoria Park Local Bicycle Network.

Legal Compliance:

All works undertaken will comply with Austroads Guidelines and relevant Australian Standard relating to bicycle infrastructure.

Policy Implications:

Delegation 560 (Grants) of the Town's Delegations Register states that the administration can; make and accept submissions for grants from Lotteries Commission, State and Commonwealth Governments, with a condition that acceptance of successful submissions over \$22,000 (incl. GST) to be subjected to Council approval.

Strategic Plan Implications:

The Town's Integrated Movement Network Strategy (IMNS) promotes improved cycling infrastructure in order to encourage greater uptake of cycling to complement Community Wellbeing and safe, attractive streetscapes which are key result areas of the Strategic Community Plan.

Financial Implications:Internal Budget:

The Town will need to fund at least 50% of the nominated project costs to receive the grant funding from endorsed DOT projects. The funding arrangement would be:

Project	Funding source		Total
	ToVP	DOT	
Bishopsgate Street on road Bicycle Lanes	\$62,074	\$62,074	\$125,000
Kent Street on road Bicycle Lanes	\$63,750	\$63,750	\$127,000
	\$125,824	\$125,824	\$252,000

As part the Town's 2013/2014 adopted Budget, both projects were listed and endorsed by Council.

Total Asset Management:

The works completed as a result of the two projects will be maintained by the Town.

Sustainability Assessment:External Economic Implications:

Improved cycling infrastructure is likely to yield results in terms of positive outcomes for cyclists and a corresponding increased use of bikes for transport. It is hoped this will have a positive effect on the businesses and services within the Town as more people view the Town of Victoria Park as a Local Government Authority committed to infrastructure supporting alternative modes of transport.

Social Issues:

An increase in cycling within the Town will improve the health and wellbeing of community members and assist in developing more people-friendly neighbourhoods. With fewer cars and more people on the streets, a greater sense of community is developed. People on bikes tend to engage with other cyclists and pedestrians in a different way to those in cars. Cycling also provides a cost efficient and sustainable form of transport.

Cultural Issues:

The close proximity of the Town to Perth City and good connectivity to public transport mean that a mode shift is possible from single car occupants to cyclists for many trips. Improved cycling infrastructure is critical to this mode shift. Travel behaviour change to increase cycling within the Town relies on good cycling infrastructure.

Environmental Issues:

Continuing to provide safe and efficient cycling facilities will encourage and facilitate more use of bicycles, rather than vehicles, for commuting, transport or recreational journeys. Reducing vehicle dependency will help reduce vehicle emissions and vehicle noise.

COMMENT:

All works associated with the grants are to be completed by Friday, 11 May 2014. In the event that the project completion date exceeds the deadline, DOT shall be notified 30 days prior.

Initially, as part of the detailed design process a concept of the ultimate layout will be provided by the appointed officer. The Town recommends consultation is undertaken once the concept has been finalised. The Town will also need to engage representatives from the Public Transport Authority and other key stakeholders including Main Roads Western Australia to ensure the project obtains all relevant statutory approvals. Construction of the on road cycle lanes is anticipated to commence in first quarter of 2014.

External funding opportunities such as this are critical in facilitating in the delivery of works aligned with the recommendations of the Town's Integrated Movement and Network Strategy (IMNS).

CONCLUSION:

The Town is pleased with the outcome of its effort in securing this funding through the PBN funding approval process. It is strongly recommended that Council endorse the receipt of this funding. Implementation of works as identified in the IMNS will progress with ongoing financial support provided by external agencies.

RECOMMENDATION/S:

That Council endorses the two 2013/14 projects as highlighted in this report and the acceptance of the grant funding totalling \$125,824 from the Perth Bicycle Network Grant program through the Department of Transport.

12.2 Tender TVP/13/04 – Tree Management and Watering – *Confidential Item*

This Report is issued under a separate cover.

12.3 Tender TVP/13/05 - Supply and Delivery of Sprinklers, UPVC Pressure Pipe and Ancillary Equipment – *Confidential Item*

This Report is issued under a separate cover.

**12.4 Proposed Disposal of Property by Sale – 650 Albany Highway,
Victoria Park – *Confidential Item***

This Report is issued under a separate cover.

13 COMMUNITY LIFE PROGRAM REPORTS

Nil reports.

14 BUSINESS LIFE PROGRAM REPORTS

14.1 Schedule of Accounts for 30 September 2013

File Reference:	FIN0015
Appendices:	No
Date:	28 October 2013
Reporting Officer:	N. Cain
Responsible Officer:	G. Patrick
Voting Requirement:	Simple Majority
Executive Summary:	
Recommendation - The Schedule of Accounts for 30 September 2013 be confirmed.	
<ul style="list-style-type: none"> · The Schedule of Accounts is presented pursuant to Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>. · The report identifies payments made from the Municipal Fund. 	

TABLED ITEMS:

Nil

BACKGROUND:

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

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

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

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

DETAILS:

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

Fund	Reference	Amounts
Municipal Account		
Recoup Advance Account		
Automatic Cheques Drawn	604695-604848	223,625.10
Creditors – EFT Payments		2,131,640.46
Payroll		868,281.89
Bank Fees		11,535.42
Corporate MasterCard		6,459.63
		3,241,542.50
Trust Account		
Automatic Cheques Drawn		

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

Strategic Plan Implications:

Nil

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 payments, as contained within the Appendices, be confirmed.

RECOMMENDATION/S:

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

1. The Accounts Paid for 30 September 2013 as attached to and forming part of this report;
2. Direct lodgement of payroll payments to the personal bank accounts of employees;
3. Deposits and withdrawals of investments to and from accounts in the name of the Local Government.



Payment Summary

Creditors, Non Creditors, EFTs and Payroll

28-Oct-13
10:52:25 am

All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Municipal Fund Bank Account				
Payments				
Creditors Cheques				
00604698	4-Sep-13	Gaming and Wagering Commission	Bingo Costs	307.11
00604699	4-Sep-13	Rain Irrigation & Right Landscapes	Irrigation Supply and Repair	285.48
00604700	4-Sep-13	City of Melville	Recoup of LSL	4,477.81
00604701	4-Sep-13	Synergy	Electricity Usage Charges	26,442.52
00604725	11-Sep-13	Harvey Norman Armadale	Equipment Supply and Repair	834.00
00604726	11-Sep-13	Hire King	Hire Charges	135.00
00604727	11-Sep-13	IINet Limited	Software and IT Solutions	61.44
00604728	11-Sep-13	Sensis Pty Ltd	Advertising Services	301.95
00604729	11-Sep-13	Synergy	Electricity Usage Charges	2,321.10
00604730	11-Sep-13	Telstra Corporation Ltd	Telephone Usage Charges	7,704.51
00604731	11-Sep-13	Water Corporation	Water Usage Charges	8,936.87
00604745	18-Sep-13	Department of Commerce	Levy Payments	35,869.29
00604746	18-Sep-13	Element 14 Pty Ltd	Software and IT Solutions	208.60
00604747	18-Sep-13	Westnet Pty Ltd	Internet Hosting Services	306.33
00604748	18-Sep-13	Construction Training Fund	Levy Payments	19,368.20
00604749	18-Sep-13	Synergy	Electricity Usage Charges	59,215.10
00604750	18-Sep-13	Telstra Corporation Ltd	Telephone Usage Charges	5,801.66
00604751	18-Sep-13	Water Corporation	Water Usage Charges	598.88
00604840	24-Sep-13	CSA Employer Services	Superannuation	1,551.06
00604841	24-Sep-13	Local Government Racing and Cemetri	Superannuation	116.40
00604842	24-Sep-13	Town of Victoria Park	Superannuation	3,775.80
00604843	25-Sep-13	Australian Institute Of Building	Conference and Workshop Enrolment	1,435.00
00604844	25-Sep-13	Electrodry Zone Eight	Contract Cleaning	923.00
00604845	25-Sep-13	Fines Enforcement Registry	Licencing and Subscriptions	7,052.00
00604846	25-Sep-13	IINet Limited	Software and IT Solutions	61.44
00604847	25-Sep-13	Alinta	Gas Usage Charges	218.35
00604848	25-Sep-13	Synergy	Electricity Usage Charges	31.65
Total Creditors Cheques				188,340.55
Creditors EFT Payments				
381.1053	4-Sep-13	Opus International Consultants (PCA	Consultancy Services	1,094.50
381.110	4-Sep-13	Hydroquip Pumps	Irrigation Supply and Repair	15,689.30
381.111	4-Sep-13	Iclei-A/Nz	Training Services	55.00
381.1200	4-Sep-13	Brenton Michael Pember	Consultancy Services	3,300.00
381.1211	4-Sep-13	Brownes Foods Operations	Staff Amenities	107.36
381.1253	4-Sep-13	CPD Group Pty Ltd	Facility Maintenance Services	409.20
381.1282	4-Sep-13	Allpoints Bathroom Services	Facility Maintenance Services	1,577.00
381.1287	4-Sep-13	Outsource Business Support Solution	Consultancy Services	4,416.50
381.129	4-Sep-13	Snap Burswood	Printing Services	176.32
381.137	4-Sep-13	State Library of WA	Library Equipment and Stock	105.60
381.1387	4-Sep-13	Ms R A Lavery	Reimbursement of Expenses	71.98
381.1411	4-Sep-13	EnvisionWare Pty Ltd	Software and IT Solutions	2,500.97
381.1448	4-Sep-13	AMC Commercial Cleaning (WA) Pty Lt	Cleaning Services and Equipment	3,704.11
381.161	4-Sep-13	TMS Services	Fire Alarm and Security Services	82.50
381.1617	4-Sep-13	Victoria Park Carlisle Bowling Club	Rental Charge	300.00
381.1624	4-Sep-13	Dowsing Concrete	Construction Equipment	2,815.12
381.1700	4-Sep-13	Epicure Caterers	Catering and Refreshments	792.00
381.171	4-Sep-13	Trisley Hydraulics Services	Plant Supply and Servicing	2,009.23
381.173	4-Sep-13	Tudor House	Printing Services	225.00
381.1796	4-Sep-13	Hallmark Editions Pty Ltd	Conference and Workshop Enrolment	1,760.00
381.1816	4-Sep-13	Secure Cash	Financial Services	2,007.50
381.1869	4-Sep-13	The BBQ Man	Cleaning Services and Equipment	748.00
381.1884	4-Sep-13	Ms J Blanchard	Event Performance and Activity	250.00
381.1976	4-Sep-13	Quayclean Australia Pty Ltd	Cleaning Services and Equipment	1,243.00
381.20	4-Sep-13	Allmark & Associates Pty Ltd	Uniforms and Protective Equipment	104.50
381.2009	4-Sep-13	Vorgee Pty Ltd	Printing Services	775.51
381.2145	4-Sep-13	Kott Gunning	Legal Services	2,037.64
381.2166	4-Sep-13	The Little Print Shop	Printing Services	1,685.00
381.217	4-Sep-13	Interconnect It Solutions	Equipment Supply and Repair	1,874.00
381.2202	4-Sep-13	Pelusey Photography	Photography and Imaging Services	660.00
381.2261	4-Sep-13	Amba Building	Facility Maintenance Services	2,662.00
381.2278	4-Sep-13	Garmony Property Consultants	Consultancy Services	1,675.00

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Payment Summary

Creditors, Non Creditors, EFTs and Payroll

28-Oct-13
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All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
381.2291	4-Sep-13	Ms C J Bailey	Reimbursement of Expenses	20.02
381.2293	4-Sep-13	Carringtons Traffic Services	Traffic Control Services	11,085.80
381.2321	4-Sep-13	Southern Star Resources	Facility Maintenance Services	1,478.07
381.2329	4-Sep-13	Marsha Garrison	Printing Services	1,050.00
381.2332	4-Sep-13	Charles Service Company	Facility Maintenance Services	8,577.45
381.2338	4-Sep-13	Supremacy Services Pty Ltd	Facility Maintenance Services	2,755.00
381.2354	4-Sep-13	Bilby Publishing & Consulting Pty L	Library Equipment and Stock	234.35
381.2359	4-Sep-13	Mr T Perkins	Consultancy Services	2,625.00
381.2368	4-Sep-13	Ms S A Hughes	Event Performance and Activity	600.00
381.262	4-Sep-13	Local Government Managers Australia	Membership and Subscription	465.00
381.280	4-Sep-13	Beaver Tree Services	Landscaping Materials and Services	54,983.50
381.284	4-Sep-13	J Blackwoods & Sons Pty Ltd	Uniforms and Protective Equipment	47.41
381.287	4-Sep-13	BOC Limited	Equipment Supply and Repair	424.38
381.290	4-Sep-13	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	196.15
381.305	4-Sep-13	Charter Plumbing & Gas	Facility Maintenance Services	298.10
381.344	4-Sep-13	Acure Technology Pty Ltd	Internet Hosting Services	313.50
381.346	4-Sep-13	Della's Group Pty Ltd	Printing Services	3,150.18
381.350	4-Sep-13	Recall Information Management Pty L	Record Management	1,018.69
381.351	4-Sep-13	Fuji Xerox Australia Pty Ltd	Equipment Hire	4,810.92
381.359	4-Sep-13	Programmed Integrated Workforce	Agency and Contract Staff	2,400.23
381.379	4-Sep-13	Carlisle IGA	Resale Inventory	610.18
381.383	4-Sep-13	Schweppes Australia Pty Ltd	Resale Inventory	570.90
381.402	4-Sep-13	Food For Me	Catering and Refreshments	711.50
381.408	4-Sep-13	The Distributors Perth	Resale Inventory	681.05
381.409	4-Sep-13	Bidvest (WA) Pty Ltd	Resale Inventory	1,060.53
381.411	4-Sep-13	Dunbar Services (WA) Pty Ltd	Cleaning Services and Equipment	19.80
381.426	4-Sep-13	Daytone Printing Pty Ltd	Printing Services	225.50
381.445	4-Sep-13	Duncan Autos Pty Ltd	Plant Supply and Servicing	1,706.40
381.448	4-Sep-13	Perth Pressure Jet Services Trust	Cleaning Services and Equipment	1,049.40
381.451	4-Sep-13	Embroidery WA	Uniforms and Protective Equipment	683.05
381.474	4-Sep-13	Nextgen Networks Pty Ltd	Internet Hosting Services	495.00
381.484	4-Sep-13	Ergolink	Equipment Supply and Repair	479.35
381.491	4-Sep-13	Hays Personal Services	Agency and Contract Staff	2,031.27
381.527	4-Sep-13	Cabcharge Australia Ltd	Transport Services	154.27
381.529	4-Sep-13	UN Plumbing	Facility Maintenance Services	2,321.00
381.621	4-Sep-13	Fleet Fitness	Equipment Supply and Repair	630.30
381.650	4-Sep-13	Cardiactive Pty Ltd	Medical Equipment and Services	277.20
381.737	4-Sep-13	Vernon's Bakehouse	Catering and Refreshments	85.80
381.746	4-Sep-13	Quick Corporate Australia	Stationary Supplies	966.37
381.834	4-Sep-13	History Council of Western Australi	Library Equipment and Stock	75.00
381.843	4-Sep-13	ASB Marketing Pty Ltd	Printing Services	2,673.00
381.851	4-Sep-13	Harvey Norman - Cannington	Equipment Supply and Repair	392.95
381.856	4-Sep-13	Main Roads Western Australia	Road Construction Materials and Services	3,990.92
381.857	4-Sep-13	Capital Recycling	Waste Management Services	5,610.00
381.859	4-Sep-13	Dulux Australia	Equipment Supply and Repair	803.90
382.106	12-Sep-13	Zipform Pty Ltd	Printing Services	1,092.30
382.1120	12-Sep-13	Coca-Cola Amatil WA	Resale Inventory	280.31
382.1145	12-Sep-13	E & M J Roshier Pty Ltd	Machinery Servicing and Parts	1,745.70
382.1175	12-Sep-13	Amalgamated Asphalt Services	Road Construction Materials and Services	2,728.00
382.1198	12-Sep-13	Complete Hire & Sales Pty Ltd	Equipment Hire	121.80
382.1200	12-Sep-13	Brenton Michael Pember	Consultancy Services	2,818.75
382.1253	12-Sep-13	CPD Group Pty Ltd	Facility Maintenance Services	2,794.00
382.126	12-Sep-13	Skipper Truck Parts	Machinery Servicing and Parts	166.46
382.127	12-Sep-13	Slater Gartrell Sports	Equipment Supply and Repair	196.90
382.1282	12-Sep-13	Allpoints Bathroom Services	Facility Maintenance Services	2,725.25
382.1287	12-Sep-13	Outsource Business Support Solution	Consultancy Services	4,972.00
382.1293	12-Sep-13	Alanco Australia Pty Ltd	Plant Supply and Servicing	173.41
382.1339	12-Sep-13	Jims Fencing (Langford)	Landscaping Materials and Services	4,152.50
382.1376	12-Sep-13	JBA Survey	Consultancy Services	7,766.00
382.139	12-Sep-13	Stonetradors Pty Ltd	Landscaping Materials and Services	310.00
382.145	12-Sep-13	Taborda Contracting Pty Ltd	Traffic Control Services	3,745.29
382.1495	12-Sep-13	Eaton & Passarelli Pty Ltd	Consultancy Services	4,884.00
382.1502	12-Sep-13	Industrial Rubber Supplies	Equipment Supply and Repair	20.33
382.1503	12-Sep-13	CCM Cleaning Services	Cleaning Services and Equipment	220.00
382.156	12-Sep-13	The Pressure King	Cleaning Services and Equipment	1,452.00
382.1571	12-Sep-13	Perth Stripes and Signs	Sign Installation and Supply	242.00

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Payment Summary

Creditors, Non Creditors, EFTs and Payroll

28-Oct-13
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All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
382.1578	12-Sep-13	Bingo Australia	Bingo Costs	614.46
382.158	12-Sep-13	The Lucky Charm Newsagency	Library Equipment and Stock	238.35
382.160	12-Sep-13	Timothy Harvey Graphic Design	Design and Drafting Services	330.00
382.161	12-Sep-13	TMS Services	Fire Alarm and Security Services	86.90
382.1624	12-Sep-13	Dowsing Concrete	Construction Equipment	37,397.98
382.1676	12-Sep-13	Interite Corporate Interiors	Facility Maintenance Services	3,212.00
382.1745	12-Sep-13	Lovegrove Turf Services	Landscaping Materials and Services	4,070.00
382.1796	12-Sep-13	Hallmark Editions Pty Ltd	Conference and Workshop Enrolment	330.00
382.18	12-Sep-13	All Signs	Sign Installation and Supply	49.50
382.1820	12-Sep-13	Secure Cash	Financial Services	500.62
382.1839	12-Sep-13	Mr R Fishwick	Reimbursement of Expenses	304.25
382.1842	12-Sep-13	Traffic Logistics Australia	Consultancy Services	2,600.00
382.1900	12-Sep-13	Techwest Solutions Pty Ltd	Electrical Services and Maintenance	1,279.86
382.1908	12-Sep-13	Squashworld Mirrabooka	Equipment Supply and Repair	268.44
382.1930	12-Sep-13	Mr A P Johnston	Reimbursement of Expenses	510.00
382.1946	12-Sep-13	Perth Safety Products	Uniforms and Protective Equipment	3,084.18
382.1953	12-Sep-13	Spider Waste Collection Services Pt	Waste Management Services	2,673.00
382.1976	12-Sep-13	Quayclean Australia Pty Ltd	Cleaning Services and Equipment	1,568.16
382.1986	12-Sep-13	Matthew Landers Florist	Equipment Supply and Repair	75.00
382.2009	12-Sep-13	Vorgee Pty Ltd	Printing Services	165.00
382.2011	12-Sep-13	Lasermail Pty Ltd	Postage Services	1,421.26
382.2053	12-Sep-13	Tony Aveling & Associates Pty Ltd	Training Services	715.00
382.210	12-Sep-13	Indoor Gardens Pty Ltd	Landscaping Materials and Services	1,009.87
382.2143	12-Sep-13	Department of Planning - Developmen	Planning and Application Services	13,114.00
382.2166	12-Sep-13	The Little Print Shop	Printing Services	120.00
382.2169	12-Sep-13	Mr D J Aitken	Reimbursement of Expenses	225.00
382.217	12-Sep-13	Interconnect It Solutions	Equipment Supply and Repair	688.00
382.2197	12-Sep-13	Find Wise Location Services	Road Construction Materials and Services	1,742.40
382.2219	12-Sep-13	Ferndale Ceilings	Facility Maintenance Services	880.00
382.222	12-Sep-13	Jackson McDonald Lawyers	Legal Services	27,382.28
382.2234	12-Sep-13	Maverick Maintenance Makeovers	Facility Maintenance Services	5,544.00
382.2261	12-Sep-13	Amba Building	Facility Maintenance Services	15,593.05
382.2273	12-Sep-13	Horabin Company	Consultancy Services	9,900.00
382.2275	12-Sep-13	MDC Places Group	Consultancy Services	3,000.00
382.2303	12-Sep-13	Fresh Venture Group Pty Ltd	Light Refreshments	162.00
382.2354	12-Sep-13	Bilby Publishing & Consulting Pty L	Library Equipment and Stock	43.50
382.2356	12-Sep-13	Moulding Distributors	Facility Maintenance Services	3,993.26
382.2358	12-Sep-13	Marindust Sales	Equipment Supply and Repair	1,958.00
382.2365	12-Sep-13	L'Enoteca	Catering and Refreshments	686.00
382.237	12-Sep-13	Kennards Hire	Equipment Hire	142.00
382.2372	12-Sep-13	Empire Estate Agent	Rent	17,395.16
382.242	12-Sep-13	KRS Contracting	Waste Management Services	36,838.69
382.246	12-Sep-13	Landmark Operations Limited	Environmental Services	457.77
382.270	12-Sep-13	At Milk Supplies	Staff Amenities	119.52
382.273	12-Sep-13	Australia Post	Postage Services	5,347.03
382.280	12-Sep-13	Beaver Tree Services	Landscaping Materials and Services	6,462.50
382.29	12-Sep-13	WA Local Government Association (WA	Local Government Services	572.00
382.290	12-Sep-13	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	191.76
382.292	12-Sep-13	Burke Air	Facility Maintenance Services	422.61
382.305	12-Sep-13	Charter Plumbing & Gas	Facility Maintenance Services	251.90
382.309	12-Sep-13	Chubb Fire & Security Pty Ltd	Fire Alarm and Security Services	165.00
382.31	12-Sep-13	Warnes Assemblies	Equipment Supply and Repair	2,919.40
382.319	12-Sep-13	McLeods & Co	Legal Services	3,042.13
382.330	12-Sep-13	Jason Signmakers	Sign Installation and Supply	612.15
382.333	12-Sep-13	Boral Construction Materials Group	Equipment Supply and Repair	400.70
382.342	12-Sep-13	Quik Kleen Drycleaners	Cleaning Services and Equipment	568.40
382.346	12-Sep-13	Della's Group Pty Ltd	Printing Services	6,652.80
382.351	12-Sep-13	Fuji Xerox Australia Pty Ltd	Equipment Hire	216.67
382.371	12-Sep-13	Frazzcon Enterprises	Sign Installation and Supply	4,567.12
382.376	12-Sep-13	Staples Australia Pty Limited	Stationary Supplies	365.29
382.378	12-Sep-13	East Victoria Park Delivery Round	Communication Services	412.93
382.379	12-Sep-13	Carlisle IGA	Resale Inventory	1,061.64
382.383	12-Sep-13	Schweppes Australia Pty Ltd	Resale Inventory	60.00
382.386	12-Sep-13	Northlake Electrical Pty Ltd	Electrical Services and Maintenance	30,629.30
382.409	12-Sep-13	Bidvest (WA) Pty Ltd	Resale Inventory	1,541.71
382.417	12-Sep-13	Frucor Beverages (Australia) Pty Lt	Resale Inventory	467.74

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Payment Summary

Creditors, Non Creditors, EFTs and Payroll

28-Oct-13
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All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Pavee</u>	<u>Description</u>	<u>Amount</u>
382.426	12-Sep-13	Daytone Printing Pty Ltd	Printing Services	1,612.25
382.434	12-Sep-13	Allied Recruitment	Agency and Contract Staff	9,445.94
382.442	12-Sep-13	MacDonald Johnston	Plant Supply and Servicing	954.70
382.445	12-Sep-13	Duncan Autos Pty Ltd	Plant Supply and Servicing	371.60
382.447	12-Sep-13	Powell Industrial Pty Ltd	Machinery Servicing and Parts	150.66
382.453	12-Sep-13	Gronbek Security	Fire Alarm and Security Services	192.32
382.456	12-Sep-13	GLG GreenLife Group Pty Ltd	Landscaping Materials and Services	2,287.00
382.458	12-Sep-13	Print Smart On Line Pty Ltd	Printing Services	119.00
382.470	12-Sep-13	Greenway Enterprises	Equipment Supply and Repair	77.62
382.480	12-Sep-13	Matcraft (Aust) Pty Ltd	Machinery Servicing and Parts	77.00
382.483	12-Sep-13	Cleanaway	Cleaning Services and Equipment	319,929.53
382.491	12-Sep-13	Hays Personal Services	Agency and Contract Staff	8,182.09
382.497	12-Sep-13	Discus Digital Print	Photography and Imaging Services	225.28
382.511	12-Sep-13	City Subaru	Plant Supply and Servicing	120.95
382.561	12-Sep-13	Artist's Chronicle	Advertising Services	670.00
382.586	12-Sep-13	Red 11 Pty Ltd	Software and IT Solutions	2,479.58
382.600	12-Sep-13	Message4U Pty Ltd	Communication Services	336.51
382.617	12-Sep-13	LO GO Appointments	Agency and Contract Staff	1,761.38
382.628	12-Sep-13	Uniqoo (WA) Pty Ltd	Membership and Subscription	1,160.01
382.647	12-Sep-13	Perth Football Club Inc	Contributions	750.00
382.745	12-Sep-13	Local Chambers of Commerce & Indust	Local Government Services	5,100.00
382.746	12-Sep-13	Quick Corporate Australia	Stationary Supplies	838.68
382.756	12-Sep-13	Dorma Automatics Pty Ltd	Machinery Servicing and Parts	4,770.70
382.785	12-Sep-13	CA Technology Pty Ltd	Licencing and Subscriptions	16,001.24
382.827	12-Sep-13	Sprayline Spraying Equipment	Landscaping Materials and Services	399.11
382.828	12-Sep-13	Western Australia Treasury Corporat	Loan Repayment	62,651.90
382.851	12-Sep-13	Harvey Norman - Cannington	Equipment Supply and Repair	648.00
383.1793	12-Sep-13	Perth Energy Pty Ltd	Electricity Usage Charges	39,392.12
384.1880	12-Sep-13	CPCS Australia	Training Services	1,017.50
385.1009	19-Sep-13	Deering Autronics	Plant Supply and Servicing	177.30
385.101	19-Sep-13	Wurth Australia Pty Ltd	Machinery Servicing and Parts	229.07
385.1040	19-Sep-13	Irrigation Australia Ltd	Reticulation Supply and Repair	1,005.00
385.1071	19-Sep-13	Veraison Enterprises Pty Ltd	Consultancy Services	5,368.00
385.109	19-Sep-13	Huntingdale Cabinets	Furniture Supply and Repair	528.00
385.1092	19-Sep-13	Miss S A Duffield	Reimbursement of Expenses	330.00
385.1175	19-Sep-13	Amalgamated Asphalt Services	Road Construction Materials and Services	144,172.10
385.1200	19-Sep-13	Brenton Michael Pember	Consultancy Services	2,612.50
385.1215	19-Sep-13	4 Logic	Software and IT Solutions	1,122.00
385.1217	19-Sep-13	UHY Haines Norton	Consultancy Services	220.00
385.1253	19-Sep-13	CPD Group Pty Ltd	Facility Maintenance Services	3,313.75
385.1287	19-Sep-13	Outsource Business Support Solution	Consultancy Services	4,068.63
385.1293	19-Sep-13	Alanco Australia Pty Ltd	Plant Supply and Servicing	69.97
385.137	19-Sep-13	State Library of WA	Library Equipment and Stock	26.40
385.141	19-Sep-13	Sunny Sign Company Pty Ltd	Sign Installation and Supply	7,245.22
385.1447	19-Sep-13	Blue Force Pty Ltd	Fire Alarm and Security Services	103.10
385.145	19-Sep-13	Taborda Contracting Pty Ltd	Traffic Control Services	364.85
385.1503	19-Sep-13	CCM Cleaning Services	Cleaning Services and Equipment	12,492.56
385.1512	19-Sep-13	Ms M S Zanello	Reimbursement of Expenses	1,166.36
385.1599	19-Sep-13	Tiger Fitness (WA) Pty Ltd	Equipment Supply and Repair	529.10
385.1617	19-Sep-13	Victoria Park Carlisle Bowling Club	Event Performance and Activity	913.30
385.1624	19-Sep-13	Dowsing Concrete	Construction Equipment	50,853.00
385.1700	19-Sep-13	Epicure Caterers	Catering and Refreshments	2,877.60
385.171	19-Sep-13	Trisley Hydraulics Services	Plant Supply and Servicing	226.60
385.1820	19-Sep-13	Secure Cash	Financial Services	396.95
385.1849	19-Sep-13	Protector Fire Services	Fire Alarm and Security Services	770.00
385.1859	19-Sep-13	Committee for Economic Development	Conference and Workshop Enrolment	300.00
385.1875	19-Sep-13	Ms J Merewood	Reimbursement of Expenses	53.30
385.189	19-Sep-13	Mindarie Regional Council	Waste Management Services	53,900.20
385.1904	19-Sep-13	Mackay Urbanesign	Consultancy Services	1,512.50
385.192	19-Sep-13	Beacon Equipment	Machinery Servicing and Parts	751.00
385.1947	19-Sep-13	BCA Consultants Pty Ltd	Consultancy Services	12,798.50
385.1969	19-Sep-13	Art Focus	Event Performance and Activity	53.00
385.1976	19-Sep-13	Quayclean Australia Pty Ltd	Cleaning Services and Equipment	958.32
385.207	19-Sep-13	Oven Sparkle Pty Ltd	Cleaning Services and Equipment	1,210.00
385.2166	19-Sep-13	The Little Print Shop	Printing Services	35.00
385.2176	19-Sep-13	SMAllen	Training Services	308.00

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Payment Summary

Creditors, Non Creditors, EFTs and Payroll

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All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
385.2189	19-Sep-13	Britannic Electrical Services Pty L	Electrical Services and Maintenance	759.00
385.2229	19-Sep-13	Lindy Connectors	Software and IT Solutions	7.75
385.224	19-Sep-13	Jaram Fleet Equipment	Equipment Supply and Repair	275.65
385.2261	19-Sep-13	Amba Building	Facility Maintenance Services	3,665.64
385.2276	19-Sep-13	Leadr	Conference and Workshop Enrolment	9,075.00
385.229	19-Sep-13	John Hughes	Plant Supply and Servicing	734.77
385.2294	19-Sep-13	Isentia Pty Ltd	Communication Services	1,155.87
385.2329	19-Sep-13	Marsha Garrison	Printing Services	140.00
385.2363	19-Sep-13	CTI Security Services Pty Ltd	Facility Maintenance Services	415.01
385.2364	19-Sep-13	Media Sound	Software and IT Solutions	184.80
385.2367	19-Sep-13	SEM Distribution	Advertising Services	354.80
385.2374	19-Sep-13	Preston's Exclusive Butchery	Catering and Refreshments	2,250.00
385.252	19-Sep-13	Les Mills Asia Pacific	Licencing and Subscriptions	1,145.52
385.27	19-Sep-13	All Earth Group Pty Ltd	Waste Management Services	7,052.43
385.281	19-Sep-13	Benara Nurseries	Landscaping Materials and Services	485.65
385.284	19-Sep-13	J Blackwoods & Sons Pty Ltd	Uniforms and Protective Equipment	212.19
385.287	19-Sep-13	BOC Limited	Equipment Supply and Repair	739.50
385.29	19-Sep-13	WA Local Government Association (WA	Local Government Services	1,100.00
385.290	19-Sep-13	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	213.61
385.292	19-Sep-13	Burke Air	Facility Maintenance Services	3,238.13
385.300	19-Sep-13	Carlisle Events Hire Pty Ltd	Equipment Hire	350.90
385.309	19-Sep-13	Chubb Fire & Security Pty Ltd	Fire Alarm and Security Services	6,366.49
385.311	19-Sep-13	City of Belmont	Contributions	3,630.00
385.315	19-Sep-13	Hot Cotton - Kewdale	Uniforms and Protective Equipment	570.35
385.319	19-Sep-13	McLeods & Co	Legal Services	5,783.13
385.333	19-Sep-13	Boral Construction Materials Group	Equipment Supply and Repair	400.86
385.346	19-Sep-13	Della's Group Pty Ltd	Printing Services	1,083.50
385.351	19-Sep-13	Fuji Xerox Australia Pty Ltd	Equipment Hire	404.53
385.354	19-Sep-13	Sigma Chemicals	Equipment Supply and Repair	2,237.50
385.373	19-Sep-13	Placer Management Group	Agency and Contract Staff	1,988.80
385.376	19-Sep-13	Staples Australia Pty Limited	Stationary Supplies	417.89
385.377	19-Sep-13	Examiner Newspapers (WA)	Advertising Services	1,130.00
385.379	19-Sep-13	Carlisle IGA	Resale Inventory	482.29
385.383	19-Sep-13	Schwepes Australia Pty Ltd	Resale Inventory	668.50
385.384	19-Sep-13	Bonissimo	Resale Inventory	615.40
385.402	19-Sep-13	Food For Me	Catering and Refreshments	676.00
385.408	19-Sep-13	The Distributors Perth	Resale Inventory	673.90
385.409	19-Sep-13	Bidvest (WA) Pty Ltd	Resale Inventory	282.02
385.410	19-Sep-13	Perth Frozen Foods Pty Ltd	Resale Inventory	247.30
385.422	19-Sep-13	GHD Pty Ltd	Consultancy Services	10,907.88
385.434	19-Sep-13	Allied Recruitment	Agency and Contract Staff	5,647.87
385.451	19-Sep-13	Embroidery WA	Uniforms and Protective Equipment	371.09
385.453	19-Sep-13	Gronbek Security	Fire Alarm and Security Services	1,741.07
385.46	19-Sep-13	Westbooks	Library Equipment and Stock	689.17
385.474	19-Sep-13	Nextgen Networks Pty Ltd	Internet Hosting Services	495.00
385.482	19-Sep-13	PLE Computers	Software and IT Solutions	873.00
385.491	19-Sep-13	Hays Personal Services	Agency and Contract Staff	7,143.13
385.497	19-Sep-13	Discuss Digital Print	Photography and Imaging Services	74.25
385.501	19-Sep-13	Landgate	Local Government Services	507.91
385.511	19-Sep-13	City Subaru	Plant Supply and Servicing	786.25
385.512	19-Sep-13	Callaghan Security Services	Fire Alarm and Security Services	283.71
385.617	19-Sep-13	LO GO Appointments	Agency and Contract Staff	3,511.02
385.645	19-Sep-13	Department of Parks & Wildlife	Environmental Services	350.00
385.650	19-Sep-13	Cardiactive Pty Ltd	Medical Equipment and Services	1,227.60
385.661	19-Sep-13	PMP Print Pty Ltd	Printing Services	598.54
385.685	19-Sep-13	Dymocks Bookshop	Library Equipment and Stock	731.75
385.686	19-Sep-13	Daniels Sharpsmart Australia Pty Lt	Medical Equipment and Services	449.48
385.723	19-Sep-13	Data # 3 Limited	Software and IT Solutions	5,644.43
385.745	19-Sep-13	Local Chambers of Commerce & Indust	Local Government Services	38.00
385.746	19-Sep-13	Quick Corporate Australia	Stationary Supplies	3,706.77
385.758	19-Sep-13	Shopper Anonymous	Consultancy Services	398.20
385.769	19-Sep-13	Kidspot	Advertising Services	1,328.82
385.804	19-Sep-13	Cool Clear Water Group Ltd	Staff Amenities	297.00
385.820	19-Sep-13	Perth Novelty Company	Event Performance and Activity	275.00
385.851	19-Sep-13	Harvey Norman - Cannington	Equipment Supply and Repair	398.00
385.857	19-Sep-13	Capital Recycling	Waste Management Services	5,874.00

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All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
385.914	19-Sep-13	Initial Hygiene	Sanitation Services	81.53
385.919	19-Sep-13	David Gray & Co Pty Ltd	Waste Management Services	99,517.00
385.925	19-Sep-13	Educational Art Supplies	Library Equipment and Stock	177.60
385.964	19-Sep-13	Macri Partners	Audit Services	660.00
385.987	19-Sep-13	Reface Industries Pty Ltd	Equipment Supply and Repair	1,870.00
385.99	19-Sep-13	Work Clobber	Uniforms and Protective Equipment	524.50
386.103	19-Sep-13	Pacific Brands Workwear	Uniforms and Protective Equipment	437.97
387.1730	25-Sep-13	Cain Family Superannuation Fund	Superannuation	1,760.88
387.1756	25-Sep-13	Prime Super	Superannuation	779.49
387.1902	25-Sep-13	Shah Superannuation Fund	Superannuation	44.57
387.50	25-Sep-13	Australian Service Union	Superannuation	48.88
387.58	25-Sep-13	WA Local Government Superannuation	Superannuation	139,667.18
387.59	25-Sep-13	Town of Victoria Park - Lotto Club	Contributions	280.00
387.63	25-Sep-13	Town of Victoria Park - Staff Socia	Contributions	749.00
387.98000	25-Sep-13	Australian Taxation Office	Taxation	122,595.00
388.1009	25-Sep-13	Deering Autronics	Plant Supply and Servicing	224.27
388.101	25-Sep-13	Wurth Australia Pty Ltd	Machinery Servicing and Parts	484.60
388.110	25-Sep-13	Hydroquip Pumps	Irrigation Supply and Repair	8,967.75
388.1150	25-Sep-13	Donald Veal Consultants Pty Ltd	Consultancy Services	3,476.00
388.1211	25-Sep-13	Brownes Foods Operations	Staff Amenities	47.04
388.123	25-Sep-13	Simmons Electrical	Electrical Services and Maintenance	2,404.69
388.1253	25-Sep-13	CPD Group Pty Ltd	Facility Maintenance Services	9,573.20
388.1282	25-Sep-13	Allpoints Bathroom Services	Facility Maintenance Services	866.80
388.1328	25-Sep-13	Abco Products Pty Ltd	Cleaning Services and Equipment	196.01
388.137	25-Sep-13	State Library of WA	Library Equipment and Stock	165.00
388.1372	25-Sep-13	Direct Coffee Supplies	Resale Inventory	150.00
388.145	25-Sep-13	Taborda Contracting Pty Ltd	Traffic Control Services	1,058.75
388.1460	25-Sep-13	Mr N Car	Reimbursement of Expenses	209.97
388.1466	25-Sep-13	CGU Self Insurance Service	Insurance	1,100.00
388.1520	25-Sep-13	Gillan-Urban Projects	Consultancy Services	720.00
388.1604	25-Sep-13	Castledex	Stationary Supplies	1,518.81
388.1624	25-Sep-13	Dowsing Concrete	Construction Equipment	64,337.68
388.1718	25-Sep-13	Mr N O Cain	Reimbursement of Expenses	107.00
388.1816	25-Sep-13	Secure Cash	Financial Services	1,775.00
388.1820	25-Sep-13	Secure Cash	Financial Services	897.13
388.1836	25-Sep-13	Allion Legal	Legal Services	22,113.69
388.1849	25-Sep-13	Protector Fire Services	Fire Alarm and Security Services	110.00
388.1877	25-Sep-13	Mr M S Reed	Reimbursement of Expenses	75.40
388.1878	25-Sep-13	Ms S Cadd	Reimbursement of Expenses	604.71
388.189	25-Sep-13	Mindarie Regional Council	Waste Management Services	79,901.16
388.1901	25-Sep-13	National Food Service Equipment Pty	Equipment Supply and Repair	581.82
388.192	25-Sep-13	Beacon Equipment	Machinery Servicing and Parts	190.00
388.1953	25-Sep-13	Spider Waste Collection Services Pt	Waste Management Services	1,791.00
388.2029	25-Sep-13	Safety Signs Services Pty Ltd	Sign Installation and Supply	123.75
388.2036	25-Sep-13	Professional Glass & Maintenance	Facility Maintenance Services	852.00
388.2061	25-Sep-13	Aura Lighting	Electrical Services and Maintenance	9,406.10
388.209	25-Sep-13	Imarda Australia Pty Ltd	Communication Services	770.00
388.2108	25-Sep-13	Event Furniture Sales	Equipment Supply and Repair	935.00
388.216	25-Sep-13	Insight CCS	Communication Services	805.84
388.2160	25-Sep-13	Neil Urry	Staff Amenities	600.00
388.2196	25-Sep-13	Flexirent Capital Pty Ltd	Software and IT Solutions	214.33
388.2226	25-Sep-13	Mr R McMaster	Event Performance and Activity	204.00
388.2231	25-Sep-13	Bridgestone Tyres	Tyres	317.36
388.2244	25-Sep-13	Mr M Jajko	Health Services	46.75
388.2254	25-Sep-13	URBSOL Modelling Solutions	Consultancy Services	330.00
388.2261	25-Sep-13	Amba Building	Facility Maintenance Services	2,772.00
388.2277	25-Sep-13	Australian Red Cross	Training Services	210.00
388.2286	25-Sep-13	Octocom	Vehicle Operating Expenses	717.20
388.2287	25-Sep-13	Morrison Low	Legal Services	6,667.32
388.230	25-Sep-13	Johns Building Supplies Pty Ltd	Equipment Supply and Repair	146.02
388.2366	25-Sep-13	The Rogers Group	Conference and Workshop Enrolment	1,562.00
388.2384	25-Sep-13	Elite Massage	Health Services	858.00
388.241	25-Sep-13	Kool-Line Electrical & Refrigeratio	Machinery Servicing and Parts	4,465.88
388.248	25-Sep-13	Lasertronics	Equipment Supply and Repair	58.30
388.252	25-Sep-13	Les Mills Asia Pacific	Licencing and Subscriptions	952.53
388.279	25-Sep-13	Caltex Australia Petroleum Pty Ltd	Fuel and Oils	22,304.37

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Payment Summary

Creditors, Non Creditors, EFTs and Payroll

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All Payments Made From 1-Sep-13 To 30-Sep-13

Payment	Date	Payee	Description	Amount
388.282	25-Sep-13	Besam Australia Pty Ltd	Facility Maintenance Services	753.50
388.286	25-Sep-13	Bob Jane T-Mart Victoria Park	Plant Supply and Servicing	348.00
388.287	25-Sep-13	BOC Limited	Equipment Supply and Repair	552.92
388.289	25-Sep-13	Broken Hill Hotel	Catering and Refreshments	182.00
388.29	25-Sep-13	WA Local Government Association (WA	Local Government Services	3,878.38
388.290	25-Sep-13	Bunnings Building Supplies Pty Ltd	Equipment Supply and Repair	279.00
388.309	25-Sep-13	Chubb Fire & Security Pty Ltd	Fire Alarm and Security Services	1,574.47
388.312	25-Sep-13	The Royal Life Saving Society Weste	Medical Equipment and Services	240.00
388.315	25-Sep-13	Hot Cotton - Kewdale	Uniforms and Protective Equipment	462.00
388.317	25-Sep-13	Marlbroh Bingo Enterprises	Bingo Costs	7,640.40
388.327	25-Sep-13	Community Newspapers Group Ltd	Advertising Services	9,774.95
388.333	25-Sep-13	Boral Construction Materials Group	Equipment Supply and Repair	80.14
388.345	25-Sep-13	Captivate Global	Communication Services	934.43
388.351	25-Sep-13	Fuji Xerox Australia Pty Ltd	Equipment Hire	8,040.82
388.354	25-Sep-13	Sigma Chemicals	Equipment Supply and Repair	18.01
388.359	25-Sep-13	Programmed Integrated Workforce	Agency and Contract Staff	3,135.59
388.369	25-Sep-13	City of Perth	Record Management	371.50
388.371	25-Sep-13	Frazzcon Enterprises	Sign Installation and Supply	7,132.94
388.376	25-Sep-13	Staples Australia Pty Limited	Stationary Supplies	515.03
388.379	25-Sep-13	Carlisle IGA	Resale Inventory	101.96
388.382	25-Sep-13	Max Green Carcraft	Machinery Servicing and Parts	957.82
388.383	25-Sep-13	Schweppes Australia Pty Ltd	Resale Inventory	889.70
388.384	25-Sep-13	Bonissimo	Resale Inventory	405.40
388.385	25-Sep-13	Repco	Machinery Servicing and Parts	7.37
388.402	25-Sep-13	Food For Me	Catering and Refreshments	352.50
388.405	25-Sep-13	Centropak Australia	Equipment Supply and Repair	132.65
388.408	25-Sep-13	The Distributors Perth	Resale Inventory	208.85
388.409	25-Sep-13	Bidvest (WA) Pty Ltd	Resale Inventory	1,751.10
388.410	25-Sep-13	Perth Frozen Foods Pty Ltd	Resale Inventory	874.15
388.411	25-Sep-13	Dunbar Services (WA) Pty Ltd	Cleaning Services and Equipment	13.20
388.428	25-Sep-13	The Leisure Institute of Western	Membership and Subscription	110.00
388.442	25-Sep-13	MacDonald Johnston	Plant Supply and Servicing	2,112.19
388.448	25-Sep-13	Perth Pressure Jet Services Trust	Cleaning Services and Equipment	491.70
388.453	25-Sep-13	Gronbek Security	Fire Alarm and Security Services	348.00
388.457	25-Sep-13	Lochness Pty Ltd	Landscaping Materials and Services	16,754.59
388.466	25-Sep-13	Civica Pty Ltd	Software and IT Solutions	3,762.00
388.473	25-Sep-13	State Law Publisher	Advertising Services	286.24
388.485	25-Sep-13	Kelyn Training Services	Training Services	2,236.00
388.491	25-Sep-13	Hays Personal Services	Agency and Contract Staff	5,124.05
388.501	25-Sep-13	Landgate	Local Government Services	230.10
388.528	25-Sep-13	Value Tissue	Cleaning Services and Equipment	1,439.90
388.555	25-Sep-13	Park Motor Body Builders	Machinery Servicing and Parts	385.00
388.556	25-Sep-13	P & M Automotive Equipment	Machinery Servicing and Parts	650.10
388.617	25-Sep-13	LO GO Appointments	Agency and Contract Staff	1,409.10
388.629	25-Sep-13	Clever Patch Pty Ltd	Library Equipment and Stock	391.60
388.648	25-Sep-13	Hosemasters International Pty Ltd	Irrigation Supply and Repair	217.28
388.650	25-Sep-13	Cardiactive Pty Ltd	Medical Equipment and Services	165.00
388.661	25-Sep-13	PMP Print Pty Ltd	Printing Services	598.54
388.706	25-Sep-13	Forestgate Designs Pty Ltd	Photography and Imaging Services	1,360.00
388.708	25-Sep-13	Department of Transport	Licencing and Subscriptions	1,973.60
388.714	25-Sep-13	T & C Transport Service	Postage Services	36.63
388.746	25-Sep-13	Quick Corporate Australia	Stationary Supplies	45.97
388.756	25-Sep-13	Dorma Automatics Pty Ltd	Machinery Servicing and Parts	253.00
388.775	25-Sep-13	Brett Rabey	Pest Control Services	3,388.00
388.820	25-Sep-13	Perth Novelty Company	Event Performance and Activity	137.00
388.835	25-Sep-13	Public Libraries Western Australia	Library Equipment and Stock	153.75
388.851	25-Sep-13	Harvey Norman - Cannington	Equipment Supply and Repair	687.95
388.914	25-Sep-13	Initial Hygiene	Sanitation Services	2,194.07
388.919	25-Sep-13	David Gray & Co Pty Ltd	Waste Management Services	94.60
388.99	25-Sep-13	Work Clobber	Uniforms and Protective Equipment	709.95
Total Creditors EFT Payments				2,131,640.46
Non Creditors Cheques				
00604695	3-Sep-13	Ms N Miraki	Refund of Bond	300.00
00604696	3-Sep-13	Domino's Pizza	Catering and Refreshments	480.00
00604702	9-Sep-13	Mr M J Lucken	Overpayment Refund	270.26
00604703	9-Sep-13	L J Hooker Victoria Park	Overpayment Refund	417.00

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All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
00604704	9-Sep-13	L J Hooker Victoria Park	Overpayment Refund	400.00
00604705	9-Sep-13	Porter Commercial	Overpayment Refund	2,640.53
00604706	9-Sep-13	Mrs R G Leader	Overpayment Refund	628.36
00604707	9-Sep-13	Ms G M Lantermier 102 Enfield Stree	Refund	2,870.00
00604708	9-Sep-13	Mr A J Watkins 20 Gallipoli Street	Refund	2,929.68
00604709	9-Sep-13	Ms A L Duncan 24 Gallipoli Street	Refund	19.89
00604710	9-Sep-13	Ms J H Shaw 32 Rayment Street	Refund	2,870.00
00604711	9-Sep-13	Ray White Cannington	Overpayment Refund	267.65
00604712	9-Sep-13	G D Sheppard	Overpayment Refund	435.01
00604713	9-Sep-13	Dionysius S Hendricks	Security Incentive Scheme	110.00
00604714	9-Sep-13	Cathy-Lu Woodcock	Security Incentive Scheme	50.00
00604715	9-Sep-13	Canning Cougars Tee-Ball Club	Donation	157.00
00604716	9-Sep-13	Magdalena Lambie	Refund	71.80
00604717	9-Sep-13	Charlotte Hayes	Refund	12.10
00604718	9-Sep-13	Subiaco Lacrosse Club (Inc)	Donation	180.00
00604719	9-Sep-13	Victoria Park Riaders JFC	Kidsport Donation	800.00
00604720	9-Sep-13	Perth Basketball Assn (Inc)	Donation	660.00
00604721	9-Sep-13	Curtin Trinity Pirates Hockey Club	Donation	90.00
00604722	9-Sep-13	Contemporary Gymnastics Academy	Donation	200.00
00604723	9-Sep-13	Kidney Health Australia	Refund	60.00
00604724	9-Sep-13	Antz Inya Pants	Refund	254.00
00604732	11-Sep-13	LAJJ NOMINEES	Refund of Bond	1,330.00
00604733	11-Sep-13	Kidney Health Australia	Refund of Bond	300.00
00604735	11-Sep-13	Victoria Park Primary School	Refund of Bond	300.00
00604736	11-Sep-13	Millen Primary School	Refund of Bond	300.00
00604737	11-Sep-13	Lynwood United Football Club	Donation	200.00
00604738	11-Sep-13	The Klemap Trust	Refund	437.00
00604739	11-Sep-13	Mark Kerr	Refund	85.20
00604740	11-Sep-13	City of Subiaco	Refund	8.80
00604741	11-Sep-13	Bentley-Armadale Medicare Local Ltd	Refund	153.00
00604742	11-Sep-13	Como Physiotherapy Clinic	Refund	187.00
00604743	11-Sep-13	Australian Electoral Commission	Bond Refund	876.00
00604752	18-Sep-13	Mr F Ranieri	Refund of Bond	9,880.00
00604753	18-Sep-13	SKS ARMAGH PTY LTD	Overpayment Refund	38.95
00604754	18-Sep-13	SKS Canning Pty Ltd	Overpayment Refund	59.91
00604755	18-Sep-13	Ursula Frayne Catholic College	Refund of Bond	300.00
00604756	18-Sep-13	Ms J M Puls	Overpayment Refund	1,161.89
00604757	18-Sep-13	SKS ARMAGH PTY LTD	Overpayment Refund	25.18
00604758	18-Sep-13	Mr G S Edmands	Refund of Bond	50.00
00604759	18-Sep-13	Natalie Nicholls	Refund	112.00
00604760	18-Sep-13	Mr R E Farley & Mrs A J Farley C/-	Refund	24.63
00604761	18-Sep-13	Ms K M Houwen & Mr W M Houwen 34 G	Refund	59.68
00604762	18-Sep-13	Mr A Bordoni & Ms A M Bordoni 64 Go	Refund	19.89
00604764	18-Sep-13	Ms J M Hopes 31/46-48 Rutland Avenu	Refund	24.63
00604765	18-Sep-13	Mr P J Wesson & Mrs A L Wesson 42/4	Refund	4.74
00604766	18-Sep-13	Mr J G McSweeney PO Box 1706	Refund	54.48
00604767	18-Sep-13	Mr A W Wood & Ms J Wood 41 Egham Ro	Refund	19.89
00604768	18-Sep-13	Blake Athony Whitham	Refund	73.50
00604769	18-Sep-13	Paula Burrows	Refund	57.00
00604770	18-Sep-13	Caroline Downes	Security Incentive Scheme	200.00
00604771	18-Sep-13	Jason Rowland	Refund	272.80
00604772	18-Sep-13	Leo Beazley	Security Incentive Scheme	70.00
00604773	18-Sep-13	Julia Bradley	Refund	807.00
00604774	18-Sep-13	Mr Rajeev Jaswal	Refund	15.40
00604775	18-Sep-13	Mrs Sonia Fels	Refund	7.70
00604776	18-Sep-13	Louise Fu Cheng Ting	Planning Application	295.00
00604777	18-Sep-13	Glenn Turnbull	Security Incentive Scheme	200.00
00604778	18-Sep-13	Mr K Duncan	Refund of Bond	100.00
Total Non Creditors Cheques				35,284.55
Payroll				
PY01-06	8-Sep-13	Municipal Fund Bank Account	Payroll	437,470.21
PY01-07	22-Sep-13	Municipal Fund Bank Account	Payroll	429,518.31
PY99-06	8-Sep-13	Municipal Fund Bank Account	Payroll	1,293.37
Total Payroll				868,281.89



Payment Summary
Creditors, Non Creditors, EFTs and Payroll

28-Oct-13
 10:52:25 am

All Payments Made From 1-Sep-13 To 30-Sep-13

<u>Payment</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
			Total Payments From Municipal Fund Bank Account	3,223,547.45
				3,223,547.45

Cheques Cancelled between 1-Sep-13 and 30-Sep-13 that were raised in a prior period

<u>Cheque</u>	<u>Payee</u>	<u>Raised</u>	<u>Value</u>	<u>Cancelled</u>
Municipal Fund Bank Account				
	William Cordery	5-Jun-13	-231.00	13-Sep-13
00604576	Natalie Nicholls	31-Jul-13	-112.00	17-Sep-13
			-343.00	
			-343.00	

14.2 Financial Statements for the Month ending 30 September 2013

File Reference:	FIN0015
Appendices:	No

Date:	28 October 2013
Reporting Officer:	N. Cain
Responsible Officer:	G. Pattrick
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation - The Financial Statements for the month ending 30 September 2013 be accepted.

- The Financial Activity Statement Report is presented for the Month of 30 September 2013. 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.

DETAILS:

Presented is the Financial Activity Statement Report – 30 September 2013.

The financial information as shown in this report (September 2013) does not include a number of end-of-financial year adjustments that are still yet to occur which forms part of the opening position, as well as the final approval by the Auditor. The figures stated should therefore not be taken as the Town's final financial position for the period ended 30 September 2013.

For the purposes of reporting material variances from the Statement of Financial Activity (as contained in the Report), the following indicators, as resolved by Council, have been applied –

Revenue

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

Expense

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

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

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

Legal Compliance:

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

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*

- (3) *The information in a statement of financial activity may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

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

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

** Absolute majority required.*

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

Policy Implications:

Nil

Strategic Plan Implications:

Nil

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

COMMENT:

It is recommended that the Financial Activity Statement Report – 30 September 2013 be accepted.

RECOMMENDATION/S:

That Council, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, accepts the Financial Activity Statement Report – 30 September 2013.



Financial Activity Statement Report

For the month ended 30 September 2013



Contents

Statement of Financial Activity Variances

Proposed Budget Amendments

Accounting Notes

Business Unit Definitions

Statement of Financial Activity

Net Current Funding Position

Cash and Cash Investments

Receivables (Rates and Sundry Debtors

Grants and Contributions

Reserve Funds

Capital Items

Budget Amendments - Summary

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 June subsequently change.

Material Variances Explained

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

Revenue

- **Street Operations**
 - The period variation is up on the period budget by \$195,692.
 - The variation is due to greater than anticipated amount of revenue generated from the bin service charges. The council recently undertook an audit of the Bins register and the service charges were based on the revised bin quantities per the audit.
 - The impact on the year end position will be a positive \$195,692.

Operating Expense

- **Corporate Funds**

- The period variation is up on the period budget by \$50,533.
- The variation results from accrued interest expenses accounted for in the 2012-2013 financial year.
- The accruals are an accounting requirement and will gradually be costed to for this current financial year. There is no likely \$ impact on the year end position as a result.

Capital Expense

There are no reportable material variances.

Non-Operating Revenue

There are no reportable material variances.

Non-Operating Expense

There are no reportable material variances.

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) 2013 - 2014 Actual Balances

Balances shown in this document as 2013 - 2014 Actual are subject to final adjustments.

(d) Rounding Off Figures

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

(e) Rates, Grants, Donations and Other Contributions

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

(f) Superannuation

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

(g) Goods and Services Tax

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

(h) Cash and Cash Equivalents

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

(i) Trade and Other Receivables

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

(j) InventoriesGeneral

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

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

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

(k) Fixed Assets

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

Initial Recognition

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

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

Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes, where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on the basis of such cost to reflect the already consumed or expired future economic benefits of the asset. 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 revalued amount of the asset.

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

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 September 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 items of equipment under \$2,000 is not capitalised. Rather, it is recorded on an asset inventory 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 June 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 2013. 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 June not satisfy vesting requirements. Those cash flows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

(p) Borrowing Costs

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

(q) Provisions

Provisions are recognised when:

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

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

(r) Current and Non-Current Classification

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

(s) Comparative Figures

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

(t) Budget Comparative Figures

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

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.

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 and the delivery of waste services.



Statement of Financial Activity
For the period 1 July 2013 to 30 September 2013

Particulars	Material Variance		30 September 2013		
	\$	%	Revised Budget \$	Year-to-Date Budget \$	Year-to-Date Actual \$
Revenue					
Chief Executive Office			3,700	927	989
Chief Executive Office			1,200	300	749
Communications			500	126	157
Governance			1,000	249	0
Human Resources			500	126	84
Project Management			500	126	0
Business Life			38,409,900	32,179,588	32,140,563
BLP Administration			1,000	249	248
Budgeting			25,900	0	0
Business Development			0	0	0
Corporate Funds			33,221,700	31,290,020	31,265,147
Customer Relations			0	0	0
Finance			467,500	231,859	242,060
ICT Services			1,500	378	469
Regulatory Services			4,692,300	657,082	632,638
Community Life			6,007,300	1,233,067	1,212,073
CLP Administration			500	126	344
Active Life			0	0	0
Aqualife			3,185,300	730,267	706,890
Digital Hub			71,500	0	0
Lifelong Learning			49,200	9,378	9,415
Neighbourhood Enrichment			242,500	28,947	20,716
Sporting Life			2,458,300	464,349	474,708
Future Life / Built Life			677,900	259,416	304,615
FLBLP Administration			500	126	241
Building			253,900	88,453	109,153
Strategic Planning			500	126	0
Strategic Projects			0	0	0
Urban Planning			423,000	170,711	195,221
Renew Life			3,168,200	816,782	1,053,261
RLP Administration			1,001,500	375	460
Asset Management			132,800	93,189	118,051
Fleet Management			8,500	2,124	3,014
Parks			10,800	2,700	6,952
Street Improvement			500	126	10,825
Street Operations	195,692	▲ 27%	2,014,100	718,268	913,960
Total Revenue			48,267,000	34,489,780	34,711,502



Statement of Financial Activity
For the period 1 July 2013 to 30 September 2013

Particulars		Material Variance	30 September 2013		
			Revised Budget	Year-to-Date Budget	Year-to-Date Actual
	\$	%	\$	\$	\$
Operating Expense					
Chief Executive Office			(2,892,700)	(780,869)	(795,566)
Chief Executive Office			(795,600)	(199,080)	(185,898)
Communications			(573,700)	(143,631)	(149,812)
Governance			(515,600)	(131,557)	(148,527)
Human Resources			(666,400)	(221,533)	(241,787)
Project Management			(340,400)	(85,068)	(69,541)
Business Life			(13,435,400)	(1,418,500)	(1,324,966)
BLP Administration			(947,700)	(304,192)	(319,226)
Budgeting			(4,591,700)	(21,939)	0
Business Development			(301,400)	(36,090)	(51,024)
Corporate Funds	50,533	▼	(864,000)	(6,000)	44,533
Customer Relations			(511,600)	(127,857)	(147,337)
Finance			(1,296,300)	(203,946)	(181,026)
ICT Services			(1,231,300)	(258,716)	(234,982)
Regulatory Services			(3,691,400)	(459,760)	(435,905)
Community Life			(8,740,300)	(1,897,021)	(1,820,616)
CLP Administration			(711,700)	(150,369)	(146,226)
Active Life			(107,800)	(26,943)	(18,706)
Aqualife			(2,779,700)	(694,653)	(688,781)
Digital Hub			(160,600)	(40,134)	(27,312)
Lifelong Learning			(1,121,400)	(268,632)	(256,254)
Neighbourhood Enrichment			(1,414,300)	(200,322)	(176,622)
Sporting Life			(2,444,800)	(515,968)	(506,716)
Future Life / Built Life			(3,040,900)	(540,989)	(449,928)
FLBLP Administration			(677,400)	(119,287)	(96,126)
Building			(548,000)	(131,950)	(109,686)
Strategic Planning			(724,600)	(66,136)	(47,827)
Strategic Projects			(14,200)	(3,549)	(408)
Urban Planning			(1,076,700)	(220,067)	(195,881)
Renew Life			(16,530,200)	(3,103,220)	(3,080,845)
RLP Administration			(787,700)	(196,851)	(208,412)
Asset Management			(2,965,500)	(545,268)	(566,787)
Fleet Management			0	0	(15,967)
Parks			(3,829,500)	(594,117)	(570,790)
Street Improvement			(965,600)	(241,302)	(217,416)
Street Operations			(7,981,900)	(1,525,682)	(1,501,473)
Total Operating Expense			(44,639,500)	(7,740,599)	(7,471,921)



Statement of Financial Activity
For the period 1 July 2013 to 30 September 2013

Particulars	Material Variance	30 September 2013		
		Revised Budget	Year-to-Date Budget	Year-to-Date Actual
	\$ %	\$	\$	\$
Capital Expense				
Chief Executive Office		0	0	(0)
Chief Executive Office		0	0	0
Communications		0	0	(0)
Governance		0	0	0
Human Resources		0	0	0
Project Management		0	0	0
Business Life		(3,921,000)	(45,000)	(83,382)
BLP Administration		0	0	(10,886)
Budgeting		0	0	0
Business Development		0	0	0
Corporate Funds		0	0	0
Customer Relations		0	0	0
Finance		0	0	0
ICT Services		(553,000)	(45,000)	(69,338)
Regulatory Services		(3,368,000)	0	(3,158)
Community Life		(247,000)	0	(2,309)
CLP Administration		0	0	0
Active Life		0	0	0
Aqualife		(63,000)	0	(909)
Digital Hub		0	0	0
Lifelong Learning		(36,000)	0	0
Neighbourhood Enrichment		(5,000)	0	(1,400)
Sporting Life		(143,000)	0	0
Renew Life		(12,563,900)	(1,404,905)	(1,397,086)
Asset Management		(2,439,400)	(117,980)	(96,216)
Fleet Management		(1,076,500)	(60,000)	(82,601)
Parks		(2,774,000)	(184,775)	(159,906)
Street Operations		(6,274,000)	(1,042,150)	(1,058,363)
Total Capital Expense		(16,731,900)	(1,449,905)	(1,482,777)



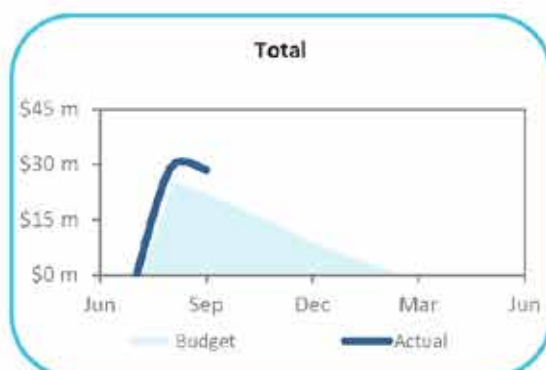
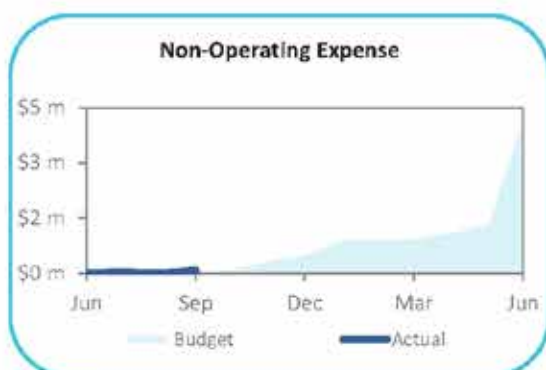
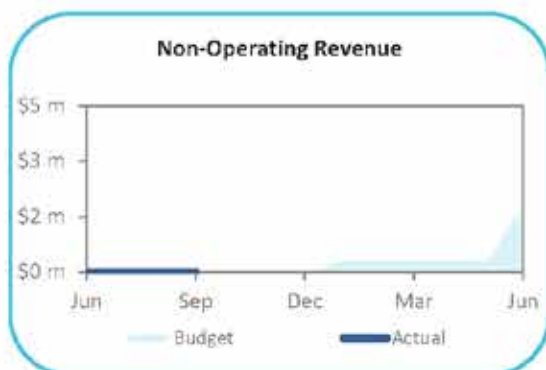
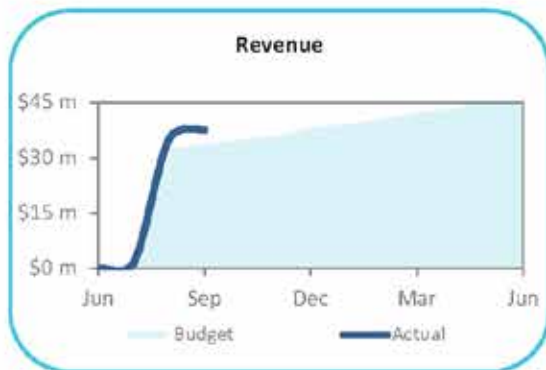
Statement of Financial Activity
For the period 1 July 2013 to 30 September 2013

Particulars	Material Variance	30 September 2013		
		Revised Budget	Year-to-Date Budget	Year-to-Date Actual
	\$ %	\$	\$	\$
Non-Operating Revenue				
Business Life		1,700,000	0	0
Corporate Funds		1,700,000	0	0
Renew Life		299,000	0	13,055
Fleet Management		299,000	0	13,055
Total Non-Operating Revenue		1,999,000	0	13,055
Non-Operating Expense				
Business Life		(4,461,300)	(26,420)	(40,437)
Corporate Funds		(4,461,300)	(26,420)	(40,437)
Total Non-Operating Expense		(4,461,300)	(26,420)	(40,437)
Non-Cash Items Adjustments				
Profit and Loss		29,100	23,200	0
Depreciation		4,926,700	1,231,191	0
Total Non-Cash Items Adjustments		4,955,800	1,254,391	0
Suspense Items Yet To Be Applied		0	0	299,992
Opening Surplus / (Deficit)		10,610,900	10,610,900	10,610,900
Closing Surplus / (Deficit)		0	37,138,147	36,640,313



Statement of Financial Activity
For the period 1 July 2013 to 30 September 2013

Graphical Representation





Net Current Funding Position
For the period 1 July 2013 to 30 September 2013

Particulars	Brought Forward 1 July \$	2013-2014 Revised Budget \$	Year To Date Actual \$
Current Assets			
Cash - Unrestricted	3,219,200	1,982,800	25,394,391
Cash - Reserves / Restricted	10,120,900	7,638,000	4,750,000
Receivables and Accruals	10,600,000	3,500,000	18,428,405
Inventories	17,200	17,200	17,196
	23,957,300	13,138,000	48,589,992
Less Current Liabilities			
Payables and Provisions	(3,225,500)	(5,500,000)	(7,199,678)
	(3,225,500)	(5,500,000)	(7,199,678)
Net Current Asset Position	20,731,800	7,638,000	41,390,314
Less			
Cash - Reserves / Restricted	(10,120,900)	(7,638,000)	(4,750,000)
Estimated Surplus / (Deficiency) Carried Forward	10,610,900	0	36,640,314



Cash and Cash Investments
For the month ended 30 September 2013

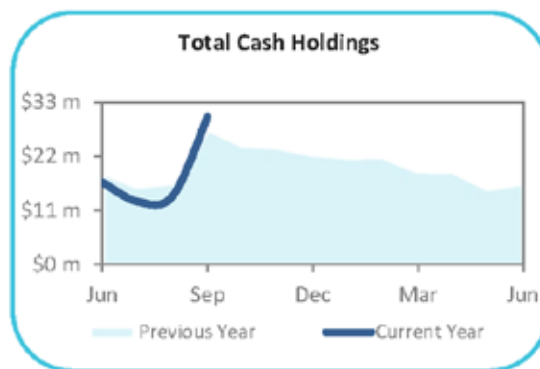
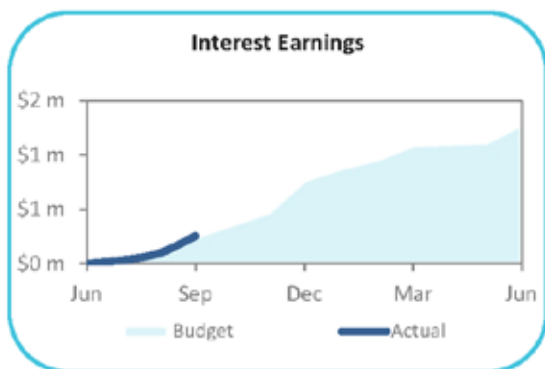
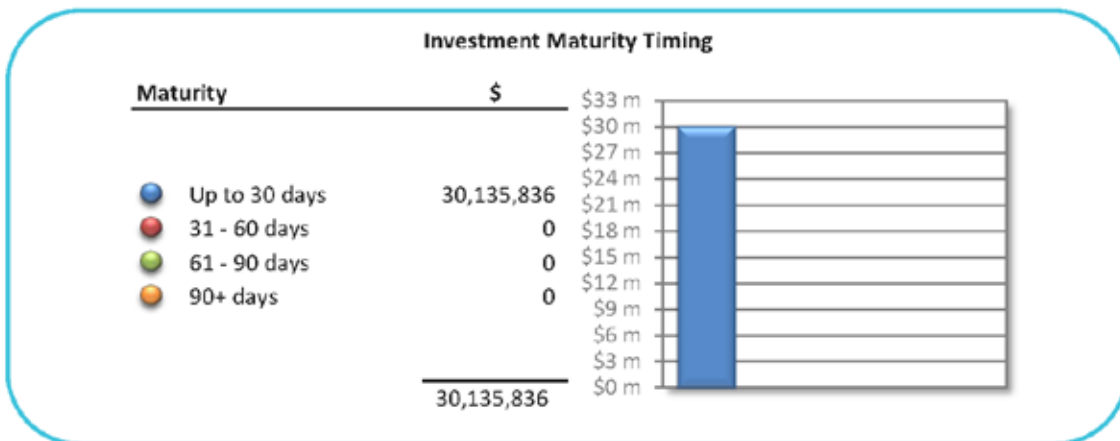
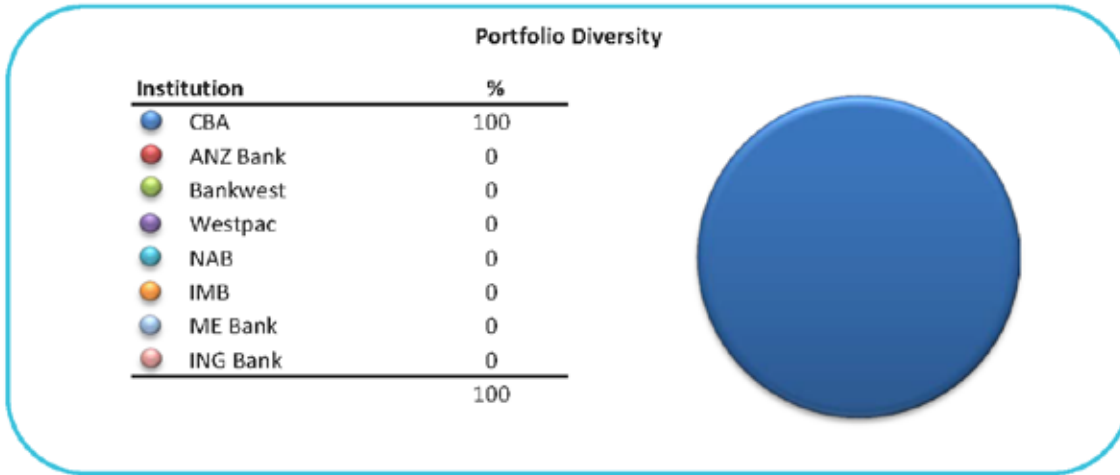
Cash and Investments Analysis

	Amount Invested \$	Interest Rate %	Term (Days)	Maturity Date	Projected Earnings \$	Percentage of Portfolio
Cash - Unrestricted						
CBA A1	25,385,836				0	84%
At Call	25,385,836				0	
Total Cash - Unrestricted	25,385,836				0	84%
Cash - Restricted						
CBA A1	4,750,000				0	16%
At Call	4,750,000					
Total Cash - Restricted	4,750,000				0	16%
Total Cash - Invested	30,135,836				0	100%
Cash on Hand	8,555					
Total Cash	30,144,391					



Cash and Cash Investments
For the month ended 30 September 2013

Cash and Investments Analysis

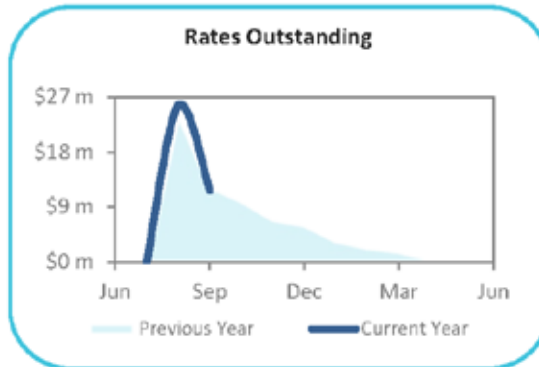




Receivables (Rates and Sundry Debtors)
For the month ended 30 September 2013

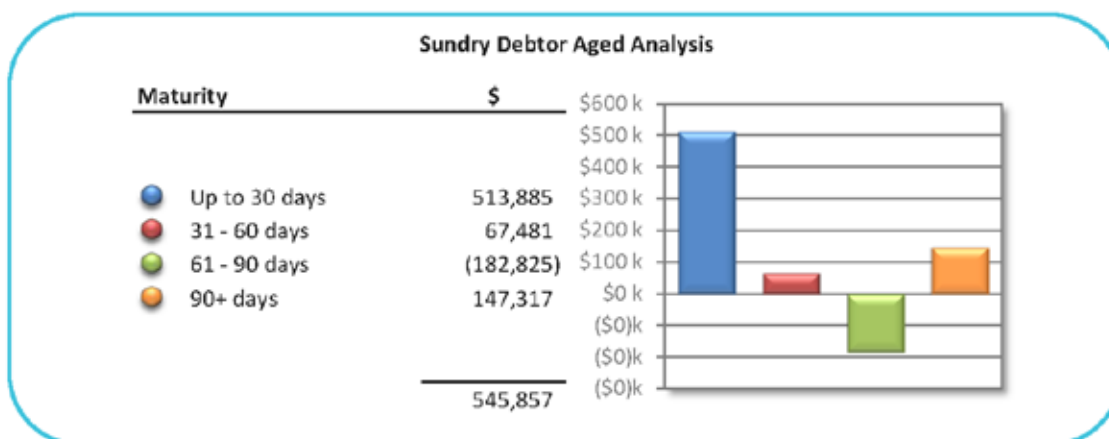
Rates Outstanding (Not Including Deferrals or Associated Fees and Charges)

	Total
Balance from Previous Year	344,924
Rates Levied - Initial	30,980,899
Rates Levied - Interims	30,709
Total Rates Collectable	31,356,532
Current Rates Collected To Date	19,620,764
Current Rates Outstanding	11,735,769
% Rates Outstanding	37.4%



Sundry Debtors

Type	Total	30 Days	60 Days	90 Days	90+ Days
Grants and Subsidies	39,186	24,518	0	14,669	0
Property Rent	(4,962)	5,950	3,691	8,498	(23,101)
Aqualife Fees	26,469	9,269	(450)	1,311	16,339
Leisurelife Fees	28,052	20,360	0	571	7,121
Community Life Fees	4,358	2,303	553	1,310	192
Health Fees	23,470	2,478	20,058	0	934
Other Fees and Charges	45,376	46,038	(1,584)	476	447
Long Service Leave From Councils	16,600	15,717	0	883	0
GST Receivable	367,308	387,251	45,212	(210,542)	145,387
Total Sundry Debtors	545,857	513,885	67,481	(182,825)	147,317





Grants and Contributions
For the month ended 30 September 2013

Grants and Contributions

Details		Original	Revised	Receipt Status	
		Budget	Budget	Invoiced	Remaining
		\$	\$		
Access Inclusion / Seniors	Community Grants	1,000	1,000	0	1,000
Adult Programs	State Government	1,000	1,000	0	1,000
Corporate Funds	Federal Assistance	700,000	700,000	133,371	566,630
	Local Roads	350,000	350,000	0	350,000
Creative Arts	Sponsorship	5,000	5,000	10,000	0
Cultural Engagement	State Government	4,000	4,000	0	4,000
Digital Hub	Federal Government	71,500	71,500	0	71,500
Engineering	Main Roads Direct	54,000	54,000	0	54,000
	Main Roads WA Other	100,000	100,000	0	100,000
	Regional Road Group	986,700	986,700	0	986,700
eServices	State Government	1,000	1,000	0	1,000
Events and Volunteers	Lotterywest	20,000	20,000	0	20,000
	Burswood Park	45,000	45,000	0	45,000
	Contributions Received	20,000	20,000	0	20,000
	Sponsorship	8,000	8,000	6,000	2,000
	State Government	3,000	3,000	0	3,000
Information and Donations	State Government	20,000	20,000	0	20,000
Lifelong Learning	Book Council Grant	600	600	600	0
	State Government	500	500	0	500
Local History	State Government	10,000	10,000	0	10,000
Rangers	City of Perth	8,000	8,000	0	8,000
Recreational Swimming	Sport and Recreation	3,000	3,000	0	3,000
Safer Neighbourhoods	Office of Crime Prevention	5,000	5,000	0	5,000
RLP Administration	Lathlain Precinct Grants	1,000,000	1,000,000	0	1,000,000
Young People Services	Book Council Grants	500	500	0	500
	State Government	1,000	1,000	0	1,000
Total Cash Deposits		3,418,800	3,418,800	149,971	3,273,830



Reserve Funds Descriptions

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

Building Renewal

To provide funds to assist with acquisition, construction, upgrading or replacement of buildings in the Town.

Community Art

To provide funds to assist with the purchase and placement of art for the Council and Community.

Drainage Renewal

To provide funds to assist with the provision, upgrade, replacement or general improvement of drainage.

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.

Harold Hawthorne - Carlisle Memorial

To assist in the replacement of major appliances / equipment and any structural repairs to these facilities.

Lt Col Christian Garden Competition

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

Mayor Emergency Relief

To be used to provide financial assistance to areas within Western Australia subjected to natural disaster.

Other Infrastructure Renewal

To assist in the provision, upgrade, replacement or improvement of infrastructure within road reserves.

Parks Renewal

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

Pathways Renewal

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

Peninsula Infrastructure

To assist in the replacement of infrastructure and maintenance to public areas in the Burswood Peninsula area.

Plant and Machinery Renewal

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



Reserve Funds Descriptions

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 Assets

Underground Power

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

Waste Management

To assist in the funding of waste management and waste minimisation initiatives.



Reserve Funds
For the month ended 30 September 2013

Reserve Funds Transactions

	Annual Opening Balance \$	Transfer to Reserve \$	Transfer from Reserve \$	30 September 2013 Balance Actual \$	Balance Budget \$	Annual Revised Budget \$
Pathways Renewal	500	0	0	500	500	13,000
Building Renewal	90,200	0	0	90,200	90,200	167,900
Community Art	648,000	0	0	648,000	648,000	817,400
Drainage Renewal	13,500	0	0	13,500	13,500	13,900
Edward Millen Site	1,172,200	0	0	1,172,200	1,172,200	1,157,300
Future Fund	556,700	0	0	556,700	556,700	1,673,400
Furniture and Equip Renewal	91,900	0	0	91,900	91,900	541,400
Harold Hawthorn - Carlisle	12,500	0	0	12,500	12,500	22,800
Lt Col Christian Garden	30,400	0	0	30,400	30,400	36,300
Mayor Emergency Relief	1,900	0	0	1,900	1,900	6,900
Other Infrastructure Renewal	178,800	0	0	178,800	178,800	184,100
Parks Renewal	140,700	0	0	140,700	140,700	144,900
Peninsula Infrastructure	140,800	0	0	140,800	140,800	215,000
Plant and Machinery	281,000	0	0	281,000	281,000	303,400
Renewable Energy	0	0	0	0	65,000	65,000
Roads Renewal	226,400	0	0	226,400	283,100	283,100
Underground Power	1,023,600	0	0	1,023,600	1,023,600	1,215,100
Waste Management	511,800	0	0	511,800	511,800	777,100
	5,120,900	0	0	5,120,900	5,242,600	7,638,000



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 -

- Behind
- On-Track
- In-Front

Budget Status

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

- Over budget
- On budget
- Under budget

Completion Stage

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

- Not commenced
- Commenced
- Half-way completed
- Nearing completion
- Completed



Capital Items
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Buildings				2,409,400	96,216
Asset Management				2,409,400	96,216
Aqualife					
Renew - Chlorine Tank Enclosure	□	□	□□□□	28,000	0
Renew - Indoor Pool Tiling	□	□	■ ■ ■ □	14,000	14,500
Upgrade - Solar Thermal Water System	□	□	■ □ □ □	47,000	4,293
Carlisle Reserve Clubrooms					
Upgrade - Toilet Security	□	□	□ □ □ □	5,000	0
Council Administration					
Renew - Air Conditioning System	□	□	□ □ □ □	410,000	0
Upgrade - Customer Service Counter	□	□	□ □ □ □	159,000	2,920
Council Depot					
Upgrade - Electrical Sub-Board	□	□	■ ■ □ □	20,000	8,149
East Victoria Park RSL					
Renew - Air Conditioning	□	□	□ □ □ □	85,000	0
Edward Millen					
Renew - Rotunda	□	□	□ □ □ □	185,000	0
Fletcher Park Clubrooms					
Upgrade - Toilet Security	□	□	□ □ □ □	5,000	0
Fraser Park Clubrooms					
Upgrade - Toilet Security	□	□	□ □ □ □	5,000	0
Garland Street Toilets					
Renew - Toilets	□	□	□ □ □ □	85,000	0
Harold Rossiter Clubrooms					
Upgrade - Toilet Security	□	□	□ □ □ □	5,000	0
Harold Hawthorne Senior Centre					
Renew - Air Conditioning	□	□	□ □ □ □	55,000	0
Renew - Toilets	□	□	□ □ □ □	20,000	0
Higgins Park Clubrooms					
Upgrade - Toilet Security	□	□	□ □ □ □	5,000	0



Capital Items
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Higgins Park Tennis Clubrooms					
Upgrade - Toilet Security	□	□	□□□□	5,000	0
JA Lee Reserve Changerooms					
Upgrade - Toilet Security	□	□	□□□□	5,000	0
Kensington PCYC					
Renew - Ceiling	□	□	□□□□	17,400	0
Renew - Roof	□	□	□□□□	30,000	0
Lathlain Precinct Revitalisation					
New - Community Facility*	□	□	■□□□	730,000	804
Leisurelife					
New - Fire Panel	□	□	□□□□	126,000	0
Renew - Creche Air Conditioning	□	□	□□□□	60,000	0
Renew - Drama Room Amenities	□	□	■□□□	20,000	31,600
Lifelong LearningCentre					
Renew - Air Conditioning System	□	□	□□□□	140,000	0
Renew - Carpet	□	□	■□□□	34,000	33,950
Renew - Furniture	□	□	□□□□	10,000	0
McCallum Park Toilets					
Renew - Roof Reconstruction	□	□	□□□□	14,000	0
Parnham Reserve Changerooms					
Upgrade - Toilet Security	□	□	□□□□	5,000	0
Raphael Park Clubrooms					
Upgrade - Toilet Security	□	□	□□□□	5,000	0
Read Park Toilets					
Renew - Toilets	□	□	□□□□	75,000	0



Capital Items Progress
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Plant / Machinery				1,181,500	173,071
Aqualife				20,000	0
Aqualife					
Renew - Plant Room Pump	☐	☐	☐☐☐☐	20,000	0
Fleet Management				1,061,500	82,601
Light Fleet					
New - BLP Administration - New	☐	☐	☐☐☐☐	33,000	0
New - Parking - To Be Advised (x7)	☐	☐	■☐☐☐	140,000	82,601
Renew - Building - 112-VPk	☐	☐	☐☐☐☐	22,000	0
Renew - Building - 113-VPk	☐	☐	☐☐☐☐	22,000	0
Renew - Building - 123-VPk	☐	☐	☐☐☐☐	22,000	0
Renew - CEO Administration - 107-VPk	☐	☐	☐☐☐☐	32,000	0
Renew - Engineering - 118-VPk	☐	☐	☐☐☐☐	27,000	0
Renew - Engineering - 185-VPk	☐	☐	☐☐☐☐	32,000	0
Renew - Finance - 181-VPk	☐	☐	☐☐☐☐	30,000	0
Renew - IT Services - 114-VPk	☐	☐	☐☐☐☐	22,000	0
Renew - Rangers - 183-VPk	☐	☐	☐☐☐☐	30,000	0
Renew - RLP Administration - 111-VPk	☐	☐	☐☐☐☐	33,000	0
Renew - Urban Planning - 168-VPk	☐	☐	☐☐☐☐	22,000	0
Renew - Urban Planning - 171-VPk	☐	☐	☐☐☐☐	22,000	0
Renew - Urban Planning - 186-VPk	☐	☐	☐☐☐☐	22,000	0
Major Plant					
Renew - Engineering - 124-VPk - Truck	☐	☐	☐☐☐☐	88,000	0
Renew - Engineering - 138-VPk - Truck	☐	☐	☐☐☐☐	105,000	0
Renew - Engineering - 149-VPk - Trailer	☐	☐	☐☐☐☐	28,000	0
Renew - Engineering - 162-VPk - Sweep	☐	☐	☐☐☐☐	329,500	0
Parks				15,000	0
Minor Plant					
Renew - Minor Plant			☐☐☐☐	15,000	0
Street Operations				85,000	90,470
Minor Plant					
Renew - Minor Plant	☐	☐	☐☐☐☐	15,000	0
Renew - Bins	☐	☐	■☐☐☐	70,000	90,470



Capital Items Progress
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Furniture / Equipment				4,178,000	85,691
Aqualife				43,000	909
Aqualife					
Renew - Lane Ropes	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	10,000	0
Renew - Main Circulating Pumps	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	18,000	0
Renew - Pool Cleaner	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	10,000	0
Renew - Water Testing Photometer	<input type="checkbox"/>	<input type="checkbox"/>	■□□□	5,000	909
Asset Management				30,000	0
Administration Centre					
Renew - Furniture	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	10,000	0
Aqualife					
Renew - Furniture	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	5,000	0
Depot					
Renew - Furniture	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	5,000	0
Leisurelife					
Renew - Furniture	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	5,000	0
Lifelong Learning Centre					
Renew - Furniture	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	5,000	0
ICT Services				553,000	69,338
Information Technology					
New - Computer Hardware	<input type="checkbox"/>	<input type="checkbox"/>	■ ■ □ □	205,000	50,894
New - Software Solutions	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	185,000	18,444
Renew - Computer Hardware	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	67,000	0
Renew - Networking Devices	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	4,000	0
Renew - Printing Devices	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	47,000	0
Renew - Software Solutions	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	25,000	0
Renew - Storage Devices	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	20,000	0



Capital Items Progress
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Regulatory Services				3,368,000	14,044
Information Technology					
New - Computer Hardware	□	□	■□□□	30,000	14,044
Parking Initiative					
New - Parking Initiative - TBA	□	□	□□□□	3,338,000	0
Lifelong Learning Centre				36,000	0
Equipment					
Renew - Visitor Chairs	□	□	□□□□	6,000	0
Upgrade - Shelving Bay Wheels	□	□	□□□□	30,000	0
Neighbourhood Enrichment				5,000	1,400
Public Art and Display					
New - Artwork	□	□	■□□□	5,000	1,400
Sporting Life				143,000	0
Equipment					
Renew - Gym Equipment	□	□	□□□□	143,000	0



Capital Items Progress
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Roads				2,604,200	350,257
Street Operations				2,604,200	350,257
Road Improvements					
Renew - Columbo and Hordern	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	62,500	46,965
Renew - Milford and Swansea *	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	126,000	53,362
Renew - Mint and Carnarvon	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	19,700	30,791
Upgrade - Etwell Streetscape	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	45,000	0
Upgrade - Hillview and Berwick	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	550,000	9,916
Major Road Asphalt Overlay Works					
Renew - Albany Hwy - Kent to Mint	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	250,000	126,640
Renew - Bishopsgate	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	610,000	74,862
Renew - Cohn - Star to Orrong	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	143,000	1,822
Renew - Gloucester	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	90,000	0
Renew - Jarrah - Caden to Pallitt - North	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	27,000	0
Renew - Jarrah - Caden to Pallitt - South	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	38,000	0
Renew - Jarrah - Pinedale to Hillview	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	65,000	0
Renew - Kent - Berwick to Devenish	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	56,000	0
Renew - Kent - Etwell to Turner	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	131,000	3,750
Renew - Kent - Jarrah to Turner	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	41,000	2,150
Renew - Mercury	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	250,000	0
Renew - Sussex - North	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	20,000	0
Bus Shelters					
New - Shepperton - North of Swansea	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	20,000	0
New - Shepperton - South of Dane	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	20,000	0
Street Signs and Lighting					
New - Various Locations	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	20,000	0
Renew - Various Locations	<input type="checkbox"/>	<input type="checkbox"/>	■■■■□	20,000	0



Capital Items Progress
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Drainage				467,100	275,603
Street Operations				467,100	275,603
Drainage Infrastructure					
New - Berwick and Whittlesford	<input type="checkbox"/>	<input type="checkbox"/>	■□□□	73,500	0
New - Tuam	<input type="checkbox"/>	<input type="checkbox"/>	■□□□	23,600	2,834
Renew - Drainage Pits - Locations To Be Advised	<input type="checkbox"/>	<input type="checkbox"/>	■□□□	180,000	272,769
Renew - Drainage Sumps - Locations To Be Advised	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	45,000	0
Renew - River Wall	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	45,000	0
Upgrade - Albany Hwy	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	100,000	0
Pathways				1,300,000	293,322
Street Operations				1,300,000	293,322
Pathways					
New - Bishopsgate - Cycle Lanes *	<input type="checkbox"/>	<input type="checkbox"/>	■□□□	125,000	0
New - Hordern - Armagh and Oswald	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	10,000	0
New - Kent - Cycle Lanes *	<input type="checkbox"/>	<input type="checkbox"/>	■□□□	127,000	0
New - Oswald - Washington and Horder	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	18,000	0
New - Parking Initiative - Locations To Be Advised	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	500,000	0
Renew - Locations To Be Advised	<input type="checkbox"/>	<input type="checkbox"/>	■□□□	220,000	293,322
Lathlain Precinct Revitalisation					
New - Oval Facility Link Pathways *	<input type="checkbox"/>	<input type="checkbox"/>	□□□□	300,000	0



Capital Items Progress
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Other Assets				1,817,700	48,711
Street Operations				1,817,700	48,711
Carparks and Right-Of-Ways					
New - Addie - ACROD Bay	<input type="checkbox"/>	<input type="checkbox"/>	■ ■ ■ □	12,000	0
New - Albany Hwy - ACROD Bay	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	12,000	0
New - Parking Initiative - TBA	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	511,000	0
New - Planet and Archer - ACROD Bay	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	12,000	0
New - Westminster Sump - Parking	<input type="checkbox"/>	<input type="checkbox"/>	■ ■ □ □	239,700	0
Street Lighting					
New - Parking Initiative - TBA	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	511,000	32,068
Renew - Christmas Lights and Decoratic	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	80,000	2,950
Lathlain Precinct Revitalisation					
New - Car Parking *	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	440,000	13,693
Parks				2,503,000	124,655
Parks				2,684,000	159,906
Lathlain Precinct Revitalisation					
New - Dog Exercise Area *	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	310,000	0
New - Entry Statement *	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	30,000	1,500
New - Playground *	<input type="checkbox"/>	<input type="checkbox"/>	■ ■ □ □	190,000	0
New - Reserve Improvements	<input type="checkbox"/>	<input type="checkbox"/>	■ □ □ □	216,000	87,905
Renew - Verges *	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	750,000	0
Play Equipment and Shade Sails					
Renew - Houghton Reserve - Backboard	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	2,000	0
Renew - Houghton Reserve - Equipmen	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	38,000	0
Park Fencing and Lighting					
Renew - Asquith Reserve - Lighting	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	5,000	0
Renew - Higgins Park - Bollards	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	35,000	0
Renew - Taylor Reserve - Bollards	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	18,000	0
Upgrade - Alday Street Reserve - Bollard	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	2,000	0
Upgrade - Parnham Park - Flood Lightin	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	166,000	0
Upgrade - Raphael Park - Flood Lighting	<input type="checkbox"/>	<input type="checkbox"/>	□ □ □ □	314,000	0



Capital Items Progress
For the month ended 30 September 2013

Capital Items

Particulars	Item Timing	Budget Status	Completion Stage	Revised Budget \$	Year-to-Date Actual \$
Capital Items					
New - George Street Rsv - Revegetation	☐	☐	☐☐☐☐	125,000	0
Renew - Duncan Rsv- Park Benches	☐	☐	☐☐☐☐	6,000	0
Renew - Fletcher Park - Various Improv	☐	☐	☐☐☐☐	14,000	0
Renew - Higgins Park - Bins and signag	☐	☐	☐☐☐☐	5,000	0
Renew - Kate St Rsv - Benches and sign	☐	☐	☐☐☐☐	5,000	0
Renew - Manners Rsv - Drink and signa	☐	☐	☐☐☐☐	6,000	0
Renew - Rayment Rsv - Various Improv	☐	☐	☐☐☐☐	10,000	0
Upgrade - GO Edwards Park	☐	☐	☐☐☐☐	10,000	0
Upgrade - Hampshire Rsv - Limestone E			☐☐☐☐	3,000	0
Upgrade - McCallum Park - Limestone E	☐	☐	☐☐☐☐	5,000	0
Upgrade - State Street Reserve	☐	☐	☐☐☐☐	50,000	0
Turf Surfaces					
Renew - Carlisle Reserve	☐	☐	☐☐☐☐	7,000	0
Reticulation Systems					
Renew - Carlisle Reserve	☐	☐	■☐☐☐	80,000	11,790
Upgrade - John Macmillan Park	☐	☐	☐☐☐☐	19,000	0
Upgrade - McCallum Park	☐	☐	☐☐☐☐	96,000	0
Street Trees and Landscaping					
New - Albany Hwy - Entry Statement	☐	☐	■☐☐☐	18,000	1,237
New - Shepperton - Entry Statement	☐	☐	■☐☐☐	94,000	57,474
New - Various Locations	☐	☐	☐☐☐☐	20,000	0
Renew - Various Locations	☐	☐	☐☐☐☐	20,000	0
Upgrade - Various Locations	☐	☐	☐☐☐☐	15,000	0

14.3 Economic Strategy And Tourism Plan 2013-2020

File Reference:	ADM0179
Appendices:	Yes
Date:	24 October 2013
Reporting Officer:	J. Person
Responsible Officer:	N. Cain
Voting Requirement:	Simple Majority
Executive Summary:	
Recommendation – That Council adopt the Town of Victoria Park’s Economic Strategy and Tourism Plan 2013-2020	
The purpose of the Plan is to:	
<ul style="list-style-type: none"> · Provide vision and direction for the sustainable economic development of the Town by focussing on partnerships; · Provide local business operators with training opportunities as they transition to the digital economy; · Create an environment that attracts investment in keeping with the town’s community values; · Showcase the vibrant lifestyle of the town through effective place-making. 	

TABLED ITEMS:

- Copy of the Economic Strategy and Tourism Plan 2013-2020.

BACKGROUND:

The Economic Strategy and Tourism Plan 2013-2020 (which has been circulated under separate cover to Elected Members) was developed as a strategic document in support of Town’s growth as one of Australia’s most dynamic urban communities. It outlines economic opportunities to further expand the vibrant lifestyle of the Town, using strategic initiatives with the aim of ensuring that resources are effectively allocated and sourced into the future.

DETAILS:

The Town’s Business Life Working Group was principally involved in the development of the Economic Strategy and Tourism Plan. During March and April 2013, consultants Simon Millcock and Herve Calmry were involved in the research, planning and economic analysis, together with extensive external and internal consultation that was undertaken in the compilation of this Plan.

The draft Plan was subsequently circulated to all participants involved in the consultation which included feedback from the Town’s Business Life Working Group. Internally, the Executive Management Team and the Senior Management Team have also reviewed the Plan and appropriate changes have been incorporated to achieve organisational alignment.

The Plan identifies intrinsic links between economic development, community, environment, art and culture. These are supported with key strategies that are dependent upon cross functional activity internally across all Life Programs and externally with local, state and national stakeholders.

The Plan is a living document and flexible enough to ensure alignment of the identified actions with state and federal government policies and strategies. It will continue to be reviewed by the Business Life Working Group who will assist with the monitoring and implementation of the Plan's strategic responses and recommended actions.

Legal Compliance:

Nil

Policy Implications:

Nil

Strategic Plan Implications:

The recommendation is consistent with the Strategic Community Plan and the Corporate Business Plan. With a quadruple bottom line approach to planning and decision making the economic outcome from this Plan is to provide the community with a vibrant, strong and sustainable local economy, together with increasing business and employment opportunities.

Financial Implications:Internal Budget:

The proposed internal activity program for 2013-14 will be delivered within the current budget.

Total Asset Management:

Nil

Sustainability Assessment:External Economic Implications:

Council's engagement with local business, TourismWA, Curtin University, state and federal government, interstate and local businesses will be instrumental in the successful delivery of the Plan.

Social Issues:

The Plan will complement the Community Life Program and contribute to more robust and sustainable community outputs.

Cultural Issues:

The Plan will complement the Community Life Program and contribute to more robust and sustainable community outputs.

Environmental Issues:

The Plan will complement the Renew Life Program and contribute to more robust and sustainable community outputs.

COMMENT:

The Economic Development and Tourism Plan 2013-2020 will work collaboratively to value-add to the Town's program of festivals and events, encourage research and development, increase public safety through place activation and facilitate activities that support business, investment and positive economic stimuli through retention and attraction.

CONCLUSION:

The Economic Development and Tourism Plan 2013-2020 is a key strategic document aligning with the Town's Vision, Mission, Values and Planning Framework. It is consistent with the Strategic Community Plan and will provide the basis from which the Town of Victoria Park can further expand its vibrant lifestyle through sustainable, supportive and enabling practices.

RECOMMENDATION/S:

That Council adopt the Town of Victoria Park Economic Strategy and Tourism Plan 2013-2020 as circulated to Elected Members and laid on the table.

14.4 Parking Local Law Review

File Reference:	LEG0026
Appendices:	Yes

Date:	21 June 2013
Reporting Officer:	J. Person
Responsible Officer:	N. Cain
Voting Requirement:	1. Absolute Majority (pre-requisite for 2.) 2. Simple Majority

Executive Summary:

Recommendation – The Council makes the *Parking and Parking Facilities Amendment (General) Local Law 2013*

- The Council resolved at its meeting held on 13 August 2013 to undertake public consultation on the proposed *Parking and Parking Facilities Amendment (General) Local Law 2013*.
- The allowed time for public comment was advertised as closing on 8 October 2013.

TABLED ITEMS:

Nil

BACKGROUND:

At the ordinary meeting of Council on 13 August 2013, Council approved the *Parking and Parking Facilities Amendment (General) Local Law 2013*.

DETAILS:

The proposed Local Law was subsequently advertised for public comment in the in The West Australian on the 19 of August 2013 and in the Southern Gazette on 20 August 2013. The public submission period was open until 8 October 2013. No public submissions were received during this period.

A copy of the proposed Local Law was forwarded to the Minister for Local Government on 15 August 2013.

Should Council be satisfied with the Local Law as contained within the Appendices, an absolute majority resolution will effectively make the Local Law, subject to the approval of the Parliamentary Joint Standing Committee on Delegated Legislation.

Legal Compliance:

The process for adopting an amendment Local Law is the same as adopting a new Local Law and is outlined in *Section 3.12 of the Local Government Act 1995*.

Step	Action	Status
1.	On 13 August 2013, at the ordinary meeting of Council, the <i>Parking and Parking Facilities Amendment (General) Local Law 2013</i> was approved.	Completed

2.	The Local Law was advertised in accordance with 3.12 (3)(a) and the closing date for submissions was 8 October 2013.	Completed
3.	A copy of the proposed Local Law was forwarded to the Minister on 15 August 2013, with no amendments required.	Completed
4.	The Town did not receive any submissions from the public during this period.	Completed
5.	Council resolve, by way of an absolute majority, to make the local law as contained within the Appendices to this report.	In progress
6.	Publish the Local Law in the Gazette.	To be completed
7.	Copy of Gazetted Local Law forwarded to the Minister. Note: A Local Law comes into effect 14 days after publication in the Gazette.	To be completed
8.	Public Notice given of Local Law.	To be completed
9.	Local Law and associated documentation to be forwarded to the Joint Standing Committee on Delegated Legislation.	To be completed

Pursuant to the abovementioned Section, the purpose and effect of the proposed *Parking and Parking Facilities Amendment (General) Local Law 2013* which must be contained within the Council Agenda and Minutes, is as follows:

Purpose:

“The purpose of the proposed Parking and Parking Facilities Amendment (General) Local Law 2013 is to make amendments to the provisions of the Town of Victoria Park Parking and Parking Facilities Local Law 2008 relating to the limitation and management of parking within the Town.”

Effect

“The effect of the proposed Parking and Parking Facilities Amendment (General) Local Law 2013 is that parking within the Town of Victoria Park shall be governed by the amended Parking and Parking Facilities Local Law 2008 unless otherwise provided by the Act, regulations or other written law.”

Policy Implications:

Nil

Strategic Plan Implications:

This recommendation is consistent with the Town’s Strategic Community Plan and Corporate Business Plan.

Financial Implications:

Internal Budget:

Nil

Total Asset Management:

Nil

Sustainability Assessment:External Economic Implications:

The proposed amendments to the Local Law support the general aims of parking management and the Integrated Movement Network Strategy, through the support of local business with:

- enabling Authorised Officers to effectively enforce parking restrictions; and
- controlling or prohibiting specific parking behaviours.

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT:

The adoption of the amendment Local Law is timely in light of the current implementation of the Town's Parking Management Plan and development of the Integrated Movement Network Strategy.

In addition to strengthening the Local Law generally, the changes proposed will enable the Town to address the following:

- car carriers parking in specific areas;
- user pays parking;
- the change in technology with user pays parking;
- parking permits and their application; and
- the increase in penalties for 'parking on or adjacent to a median strip' and 'stopping on a verge' to achieve consistency with 'no stopping' and 'no parking' offences.

It is important to note that final approval of any amendment to a Local Law is given by the Parliamentary Joint Standing Committee on Delegated Legislation.

CONCLUSION:

It is recommended that Council make the *Parking and Parking Facilities Amendment (General) Local Law 2013*, as the current *Parking and Parking Facilities Local Law 2008* does not provide the framework for enforcement of current issues being experienced within the Town, nor the changes to parking that will occur with the implementation of user pays parking.

RECOMMENDATION/S:**That Council:**

1. **By an Absolute Majority in accordance with *Section 3.12* of the *Local Government Act 1995*, makes the *Parking and Parking Facilities Amendment (General) Local Law 2013* as contained within the Appendices.**

(Absolute Majority Required)

2. **Authorise the Mayor and the Chief Executive Officer to:**

- 2.1 **execute the abovementioned Local Law and forward it to the Minister for Local Government; and**
- 2.2 **provide local public notice of the Local Law, in accordance with *Section 3.12(6)* of the *Local Government Act 1995*;**

(Simple Majority Required)

14.5 Parking Management Implementation Plan – Fees and Charges

File Reference:	ADM0058
Appendices:	No

Date:	28 October 2013
Reporting Officer:	J. Person
Responsible Officer:	N. Cain
Voting Requirement:	Absolute Majority as a pre-requisite for recommendation 2

Executive Summary:

Recommendation – That Council, pursuant to Section 6.16 of the *Local Government Act 1995* resolve to impose new Fees and Charges effective from 1 January 2014.

- On 12 July 2012 the Parking Management Plan was adopted by Council.
- On 9 October 2012 Council resolved a parking schedule of fees and charges.
- The Strategic Community Plan and Corporate Business Plan contain a Parking Management Initiative to be commenced in years 2013/2014.
- On 9 April 2013 Council resolved a schedule of fees and charges specifically in relation to motorcycles and scooters.
- With the implementation of the user pays system of parking in the next two months, the fees and charges are required to be adopted by Council, prior to any parking machines becoming operational.

TABLED ITEMS:

Nil

BACKGROUND:

At the ordinary meeting held on 10 July 2012 Council resolved to adopt a Parking Management Plan to guide the future parking management activities in the Town.

At the Council workshop held on 18 September 2012 Elected Members explored the elements of parking fees. The framework for the recommended parking fee was received by the Elected Members at this workshop.

Following the workshop, the Parking Management Committee (PMC) held a meeting. At this meeting the PMC resolved to recommend a parking fee structure to Council for adoption. This structure was subsequently adopted by Council on 9 October 2012.

A further workshop was held with Elected Members and at the ordinary meeting held on 9 April 2013, Council resolved a schedule of fees and charges specifically in relation to motorcycles and scooters.

The 2013/2014 Annual Budget does not contain a schedule of fees and charges in relation to user pays parking, consequently this report seeks a resolution of Council, by absolute majority, to impose the recommended parking fees and charges.

DETAILS:

Prior to the workshops held with Elected Members regarding the imposition of the fees and charges, a financial analysis was conducted on the fees and charges that were proposed as against capital expenditure and operational expenses upon implementation. In particular, consideration was given to matters raised by section 6.17 of the *Local Government Act 1995* and these were presented to Council at the ordinary meeting held on 9 October 2012. Financial modelling was relied upon to formulate a business plan for the successful and financially sustainable implementation of the parking management initiative.

The rates that were proposed and subsequently imposed by Council are detailed as follows:

Vehicles

- \$2 per hour in 'on-street' parking bays;
- \$1.50 per hour in 'off-street' parking bays;
- A daily capped rate of \$10 for 8 hours in all day paid parking bays;
- The following free parking periods to apply:
 - o first 15 minutes free parking in all on-street paid parking bays;
 - o additional free periods in parking stations as defined in the final endorsed Parking Management Plan;
 - o consistent with Section 3.8(3) of the *Parking and Parking Facilities Local Law* a driver displaying a valid ACROD permit is entitled to park for twice the permitted time.

Motorcycles and scooters

- 70c per hour in 'on-street' parking bays;
- 50c per hour in 'off-street' parking bays;
- A daily capped rate of \$3.50 for 8 hours in all day paid parking bays;
- The following free parking periods to apply:
 - o First 15 minutes free parking in all on-street paid parking bays;
 - o additional free periods in parking stations as defined in the final endorsed Parking Management Plan; and
 - o consistent with Section 3.8(3) of the *Parking and Parking Facilities Local Law* a driver displaying a valid ACROD permit is entitled to park for twice the time that they have paid for under these fees.

Pursuant to the amended Parking Local Law before Council at item 14.4 on the Agenda, there are renewed definitions of motor vehicle and motor cycle, consequently there is no need to reference scooter to capture the same intended user group.

Finally, the Parking Management Initiative also requires the regular and ongoing monitoring of vehicle occupation and movement patterns, together with an analysis of financial statistics which includes a review of the parking fees within 6 months of application.

At the ordinary meeting held on 9 October 2012, Council resolved that the Town's Administration review parking fees after the first six months and then annually thereafter to achieve the following objectives:

- an average of 90% occupancy of applicable parking bays in any paid parking area taking into account peak demands during the day; and
- higher occupancy in off street parking stations than in on street parking bays.

This earlier decision of Council has also been included in the recommendation contained within this report.

Legal Compliance:

Local Government Act 1995

Section 6.16 Imposition of Fees and Charges

(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 6.17 Setting level of fees and charges

(1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —

- (a) the cost to the local government of providing the service or goods; and
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

(2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.

(3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —

- (a) under section 5.96; or
- (b) under section 6.16(2)(d); or
- (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.

Section 6.19 Local government to give notice of fees and charges

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

Strategic Plan Implications:

The setting of these fees and charges will essentially satisfy two Key Actions within the Strategic Community Plan, namely:

- the need to provide and manage organisational resources and assets; and
- the Parking Management Initiative.

Financial Implications:

Internal Budget:

Due to the fact that the Fees and Charges are, in effect, being set outside the normal process of adoption via the Annual Budget, a period of *local public notice* is required. This will have a minor cost and two week timeframe associated with it. The new Fees and Charges will apply from 1 January 2014.

Total Asset Management:

Nil

Sustainability Assessment:

The cost impact of providing the parking management initiative was considered prior to the abovementioned figures being resolved by Council as the applicable Fees and Charges.

External Economic Implications:

The proposed Fees and Charges support the aims and objectives as contained within the Parking Management Plan.

Social Issues:

The imposition of Fees and Charges for user pays parking will change social patterns of behaviour in relation to the parking of vehicles within the Town of Victoria Park. The true extent of that change is unknown because it is a new initiative, however with the regular and consistent monitoring of data and statistics, patterns and trends will emerge.

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT AND CONCLUSION

Pursuant to Section 6.16 of the *Local Government Act 1995*, Council may adopt new Fees and Charges during the financial year. 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.

RECOMMENDATION/S:

1. That Council, pursuant to Section 6.16 of the *Local Government Act 1995*, impose the following new Fees and Charges in relation to Parking Management Services, effective from 1 January 2014, those charges being inclusive of Goods and Services Tax:

Vehicles

- \$2 per hour in 'on-street' parking bays;
- \$1.50 per hour in 'off-street' parking bays;
- A daily capped rate of \$10 for 8 hours in all day paid parking bays;
- The following free parking periods to apply:
 - o first 15 minutes free parking in all on-street paid parking bays;
 - o additional free periods in parking stations as defined in the final endorsed Parking Management Plan;
 - o consistent with Section 3.8(3) of the *Parking and Parking Facilities Local Law* a driver displaying a valid ACROD permit is entitled to park for twice the permitted time.

Motorcycles

- 70c per hour in 'on-street' parking bays;
- 50c per hour in 'off-street' parking bays;
- A daily capped rate of \$3.50 for 8 hours in all day paid parking bays;
- The following free parking periods to apply:
 - o First 15 minutes free parking gin all on-street paid parking bays;
 - o additional free periods in parking stations as defined in the final endorsed Parking Management Plan; and
 - o consistent with Section 3.8(3) of the *Parking and Parking Facilities Local Law* a driver displaying a valid ACROD permit is entitled to park for twice the time that they have paid for under these fees.

(Absolute Majority Required)

2. That Council:

- 2.1** in accordance with 6.19 of the *Local Government Act 1995*, authorises the Chief Executive Officer to give local public notice of the new fees and charges to be imposed in relation to parking management, which will become effective from 1 January 2014; and
- 2.2** directs the Town's administration to review parking fees after the first six months and then annually thereafter to achieve the following objectives;
- (i)** an average of 90% occupancy of applicable parking bays in any paid parking area taking into account peak demands during the day; and
 - (ii)** higher occupancy in off street parking stations than in on street parking bays.

14.6 Parking Management Implementation Plan – Budget

File Reference:	PKG0161
Appendices:	No

Date:	28 October 2013
Reporting Officer:	J. Person
Responsible Officer:	N. Cain
Voting Requirement:	Absolute Majority

Executive Summary:

Recommendation – Amend the 2013/2014 Budget to reflect an allocation of funds across relevant programs for the purposes of implementing the Parking Management Plan.

- To facilitate the implementation of the Parking Management Plan, the \$5 million loan should be allocated in accordance with section 6.8 of the *Local Government Act 1995*.
- As part of the adoption of the 2013/2014 Budget, the \$5 million was reflected as 'To be Advised'. Some of the loan monies have already been allocated to particular programs by virtue of Council resolution and particulars in relation to this further allocation are contained within this report for Councils consideration.

TABLED ITEMS:

Nil

BACKGROUND:

At the Ordinary Council Meeting on 11 June 2013, Council authorised expenditure of \$5 million (from the Municipal Fund) toward a range of expenses for the purposes of implementing the Parking Management Plan and the 2012/2013 Budget was amended accordingly.

At a Special Meeting of Council on 30 July 2013, Council adopted the 2013/2014 Budget. Within the Budget, the \$5 million was carried forward as follows:

- Business Life:	Regulatory Services	\$3,338,000
- Plant /Machinery:	Fleet Management	\$ 140,000
- Street Operations:	Carparks and Right of Ways	\$ 511,000
	Pathways	\$ 500,000
	Street Lighting	\$ 511,000

Over the past two months, part of the \$5 million was allocated to specific programs, by way of Council resolution, as cost estimates were firmed with suppliers.

DETAILS:

At the time of Budget adoption, detailed financial particulars were not available for each program, consequently, the \$5 million was identified as a 'To be Advised' lump sum. Within this report Officers are now in a position to bring firm estimates back to Council in relation to the purchase and fit-out of a vehicle for the purposes of providing service,

maintenance and repair works on the parking machines, in addition to the ongoing costs associated with project management. This report seeks a resolution and authority to allocate the funds as shown below.

Purchase of Vehicle

In accordance with the Town's Vehicle purchasing policy, a vehicle has been selected suitable for the purposes of conducting service, maintenance and repair work on the parking machines. The cost for this vehicle is approximately \$31,000 ex GST.

The fit-out and modification costs associated with having the vehicle to a practical and operational standard is approximately \$6,500 ex GST.

Project Management

These are costs associated with the management of the project and compliance with requirements to ensure that the parking management plan is implemented successfully. Council allocated an amount of \$70,000 on 10 September 2013 and as implementation is now in the most intensive phase over the final two months, a further amount of \$100,000 is sought to ensure that these expenses will be payable in a timely manner so as not to delay the 'go live' date of 1 January 2014.

Legal Compliance:

Section 6.8 of the Local Government Act 1995:

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

* *Absolute majority required.*

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

- (2) *Where expenditure has been incurred by a local government —*
 (a) *pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*

pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

Policy Implications:

Compliance has been achieved with the Town's Vehicle Purchasing Policy.

Strategic Plan Implications:

Objective: Ensure regulatory responsibilities of the Town of Victoria Park are implemented.

Key Project or Service: Provision of equitable access to limited public space as a key part of the Town's Integrated Movement Network.

Actions: Parking Management Initiative.

Financial Implications:Internal Budget:

Pursuant to section 6.8 of *The Local Government Act 1995*, Council must agree by way of an absolute majority:

- the particular manner in which the \$5 million loan funds are to be spent. These funds were obtained by way of a loan to implement the Parking Management Plan and were carried forward into this financial year.

Total Asset Management:

The new vehicle will be managed by the Fleet Management Team.

Sustainability Assessment:

The cost impact of providing the parking management initiative was considered prior to the abovementioned figures being resolved by Council as the applicable Fees and Charges.

External Economic Implications:

The proposed Fees and Charges support the aims and objectives as contained within the Parking Management Plan.

Social Issues:

The imposition of Fees and Charges for user pays parking will change social patterns of behaviour in relation to the parking of vehicles within the Town of Victoria Park. The true extent of that change is unknown because it is a new initiative, however with the regular and consistent monitoring of data and statistics, patterns and trends will emerge.

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT

A \$5 million loan was obtained for the purposes of implementing the Parking Management Plan. At the time of the 2013/2014 Budget adoption, cost particulars for each program delivery area were not as accurate as Officers believed necessary to pass through the budget process.

Further investigations and scoping of works has now resulted in a greater level of accuracy thus the rationale for these items being brought to Council for consideration.

CONCLUSION

The allocation of funds as proposed in the recommendation is required in order to continue with the successful and timely implementation of the Parking Management Plan.

RECOMMENDATION/S:

That Council, by way of an absolute majority, pursuant to section 6.8 of the *Local Government Act 1995* (Expenditure from the Municipal Fund) authorise the following expenditure:

1. Capital Expense

Furniture and Equipment, Regulatory Services, Parking Initiative, New Parking Initiative – To Be Advised, in the amount of \$3,368,000; and

2. Amends the 2013 – 2014 Annual Budget as follows –**Capital Expense**

2.1 decrease Furniture and Equipment, Regulatory Services, Parking Initiative, New Parking Initiative – To Be Advised, \$3,368,000 by \$100,000;

2.2 increase Other Asset, Regulatory Services, Parking Initiative, Project Management by \$100,000;

2.3 decrease Plant / Machinery, Fleet Management, Light Fleet, New - Parking – To Be Advised, \$140,000 by \$37,500;

2.4 create a new descriptor and increase Plant / Machinery, Fleet Management, Light Fleet, New Parking - Volkswagen Caddy Van registration 1EIO123 by \$37,500;

for the purposes of acquiring capital items to implement the *Town of Victoria Park Parking Management Plan v 2.0*

(Absolute Majority Required)

14.7 Parking Management Implementation Plan – Agreement with the City of Perth

File Reference:	PKG0161
Appendices:	No

Date:	30 October 2013
Reporting Officer:	J. Person
Responsible Officer:	N. Cain
Voting Requirement:	Simple Majority

Executive Summary:

Recommendation – Authorise the Chief Executive Office to enter into an Agreement with the City of Perth to provide services associated with the operation of the Parking Management Initiative.

- On 12 July 2012 the Parking Management Plan was adopted by Council.
- On 11 June 2013, it was resolved by Council to engage the City of Perth for parking management services and assistance.
- Subsequently, negotiations with the City of Perth commenced and a scope of services with a pricing model was developed.
- This agreement is required to be executed to enable the City of Perth to undertake lead in measures prior to the parking machines becoming operational.

TABLED ITEMS:

Nil

BACKGROUND:

At the Ordinary Council Meeting on 11 June 2013, Council authorised expenditure of \$5 million (from the Municipal Fund) toward a range of expenses for the purposes of implementing the Parking Management Plan and the 2012/2013 Budget was amended accordingly.

At a Special Meeting of Council on 30 July 2013, Council considered the possibility of the City of Perth providing services to the Town of Victoria Park to support the operational aspects of the Parking Management Plan. At this time, Council resolved to engage the City of Perth for parking management services and assistance.

DETAILS:

During discussions and negotiations with the City of Perth, it was identified that their City of Perth Parking Unit could provide extensive experience in support of the Parking Management Plan.

As the logistics associated with the operational aspects of parking management are quite complex, it was determined that the engagement of the City of Perth would be most beneficial in terms of labour costs, certainty of success and high level experience in parking management.

The scope of their services has been discussed at length over the past 6 months and is particularised below.

Essential Terms

The essential terms of the agreement are:

- Term: 3 years

This is to ensure continuation of services should an amalgamation of local government authorities occur in 2015. A clause has also been inserted into the contract allowing assignment of the agreement to another entity.

There is an option of another three year period upon mutual agreement between the two parties.

- Scope of Services:

- 1 Maintenance and Technical Support

A dedicated staff member to attend to ticket machine faults, perform regular preventative maintenance/servicing and keep all machines clean and presentable. The dedicated vehicle will be stocked with tools and spares to carry out all of the repair work, cleaning and maintenance.

- 2 Customer Service Support

There will be a dedicated customer support telephone line for all ticket machine and parking enquiries.

A staff member available to answer all telephone calls.

Sim cards for all ticket machines.

- 3 Reconciliation of Parking Income

All parking income will be reconciled, including cash and card income. All variances over \$20 will be investigated and accounted for.

Utilisation of the City of Perth's records management systems which have been developed over many years.

All reconciliation information and records will be fully auditable and open for any inspection by the Town of Victoria Park.

All money will be banked and transferred daily to The Town of Victoria Park.

- 4 Payment Gateway for Card Transactions

The City of Perth will open their payment gateway provider to the Town of Victoria Park.

- 5 Cash Collection

Cash will be collected and banked with a three level fraud prevention mechanism.

- 6 Management

For all costs associated with the management of the agreement with the Town of Victoria Park, including reporting and liaison, the City of Perth will charge a 15% management fee exc. GST.

Key Performance Indicators will be included in the contract so as to effectively manage performance under the agreement.

- Fixed and Variable Pricing
Fixed pricing will be for services where the cost amount is certain. There are also variable prices, such as merchant fees as these will be dependent on the number of credit card transactions through the machines and are not pre-determinable.

It is also acknowledged between the parties, that costs associated with each fixed item, may need slight adjustment when the machines become operational. As this is not a service the City of Perth provide to any other local government authority, a number of agreed assumptions have been made by both parties to arrive at a cost of \$606,266 per annum.

- Vehicle
In accordance with the Towns Vehicle purchasing policy, a vehicle has been selected suitable for the purposes of conducting service, maintenance and repair work on the parking machines

The City of Perth Parking team have been available to the Town in the research, planning and implementation phases, offering their experiences and sharing their lessons learnt, so as to see the Town of Victoria Park achieve a successful initiative. They have demonstrated a professional approach to their operations with advanced efficiencies that the Town of Victoria Park could not achieve in-house.

The tender requirements of *Section 3.57 of the Local Government Act 1995* and *Part 4 of the Local Government (Functions and General) Regulations 1996* do not apply to any proposed contract for the provision of parking management services by The City of Perth to the Town by virtue of the exemption as contained within *Regulation 11(2)(e) of the Local Government (Functions and General) Regulations 1996*.

Legal Compliance:

Local Government (Functions and General) Regulations 1996

Regulation 11(2)(e) - When tenders have to be publicly invited

(2) Tenders do not have to be publicly invited according to the requirements of this Division if —

(e) the goods or services are to be supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government;

Local Government Act 1995

Section 9.49 - Documents, how authenticated

A document, is, unless this Act requires otherwise, sufficiently authenticated by a local government without its common seal if signed by the CEO or an employee of the local government who purports to be authorised by the CEO to so sign

Policy Implications:

Nil

Strategic Plan Implications:

Objective: Ensure regulatory responsibilities of the Town of Victoria Park are implemented.

Key Project or Service: Provision of equitable access to limited public space as a key part of the Town's Integrated Movement Network.

Actions: Parking Management Initiative.

Financial Implications:Internal Budget:

An allocation is contained within the 2013/2014 Annual Budget for this operational expense.

Total Asset Management:

Nil

Sustainability Assessment:

A cost benefit analysis was conducted of the services in three differing scenarios:

- in-house provision by the Town of Victoria Park;
- provision by The City of Perth; or
- provision by a third party commercial operator

These were assessed prior to the Council resolution on 11 June 2013 with the outcome that the City of Perth was the best overall option to meet the needs of the Town of Victoria Park.

External Economic Implications:

Nil

Social Issues:

Nil

Cultural Issues:

Nil

Environmental Issues:

Nil

COMMENT AND CONCLUSION

As the logistics associated with the operational aspects of parking management are quite complex, the most beneficial solution to the efficient and smooth running of the parking management initiative is to engage the services of the City of Perth. This agreement is required to be executed to enable the City of Perth to:

- undertake lead-in measures prior to the parking machines becoming operational;
and
- continue with parking management services for a minimum period of three years following implementation.

RECOMMENDATION/S:

That Council:

- 1. Enters into an agreement with the City of Perth for services in support of the parking management initiative, consistent with the *Town of Victoria Park Parking Management Plan 2012 v 2.0*; and**
- 2. Authorises the Chief Executive Officer to execute the agreement.**

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

21.1.1 Item 12.2 – Tender TVP/13/04 – Tree Management and Watering

21.1.2 Item 12.3 – Tender TVP13/05 – Supply and Delivery of Sprinklers, UPVC Pressure Pipe and Ancillary Equipment

21.1.3 Item 12.4 – Proposed Disposal of Property by Sale – 650 Albany Highway, Victoria Park

21.2 Public Reading of Resolutions That May be Made Public

22 CLOSURE



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

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

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

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

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

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